



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, May 10, 2021 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, May 10, 2021, at 4:00 p.m. at the Waupun Utilities Administrative Building, with the option to attend virtually via Zoom. The public may access the meeting online or by phone.

To join the meeting by video or teleconference, follow the instructions provided below:

1. Join Zoom Meeting

<https://us02web.zoom.us/j/83434686560>

Meeting ID: 834 3468 6560

Passcode: 610064

2. By phone

+1 312 626 6799

Meeting ID: 834 3468 6560

Passcode: 610064

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. April 12, 2021 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 4-2021 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. Finance Director Report

GM REPORT / OPERATIONS REPORT

4. General Manager Report
5. Water and Wastewater Report

APPEARANCE BY VISITORS

AGENDA

6. Recognition of Mayoral Appointment of Council Members and Citizens to the Utility Commission
7. Election of Officers
8. 2019/2020 Investment Portfolio Review with Dawn Lawson, CCM – Director of Client Engagement at Ehlers
9. Review 2020 Annual Water Quality Report

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the General Manager at 920-324-7920.

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, April 12, 2021**

The meeting was called to order by President Heeringa at 4:00 p.m.

Commissioners Gerritson, Heeringa, Homan, Kaczmariski and Thurmer were present in-person. Commissioners Mielke and Westphal were present via Zoom.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from the March 8, 2021 meeting.

On motion by Kaczmariski, seconded by Gerritson and unanimously carried, bills for month of March 2021 were approved as presented.

On motion by Thurmer, seconded by Kaczmariski and unanimously carried, year-to-date financial reports through February 2021 were approved as presented. Electric operating income was \$49,500 or \$14,600 above budget from lower than budgeted revenues and lower A&G operating expenses. Water operating income was \$126,700 or \$32,400 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$7,400) or \$21,500 below budget on decrease in public authority sales.

General Manager Brooks reported the electric crew has been working with ATC and will continue throughout the summer for the line rerate project that requires our crew to install new poles, transformers, cross-arms, services, and URD cabinets. ATC will cover costs associated with the rerate project. Residential surveys will be sent out to a number of residential customers asking for feedback regarding their opinion of the quality of customer service and the programs our utility offers. All feedback received from the survey will remain anonymous. General Manager Brooks was asked and has accepted to join the MEUW Board of Directors in June 2021. Waupun Utilities has earned first place recognition for the American Public Power Association's Safety Award of Excellence for safe operating practices in 2020. The PSCW voted March 18, 2021 to allow utilities to resume residential disconnections beginning April 15, 2021.

Treatment Facilities and Operations Superintendent Schramm reported treatment facilities staff have participated in several trainings over the past month. Trainings consisted of a workshop with Strand and Associates covering risk assessments and emergency response plans, WDNR virtual update on NR Code 149 regarding changes for registered laboratories and the Annual Biosolids Symposium. Sabel Trucking has completed the spring biosolids land application of 900 cubic yards of biosolids to 40 acres of DNR approved agriculture land. Distribution and collections system crew focus has been on meter installs, bleeders, locating services and wrapping up the televising of sanitary sewer system.

Aaron Worthman, Partner and Ryan Theiler, Senior Associate, Baker Tilly, reported on the 2020 financial audit. The audit objective was to provide reasonable assurance that Waupun Utilities' financial statements are free from material misstatement. We received an unmodified opinion, which is the highest level of assurance that can be placed on financial statements. Worthman noted the overall financial health of the Utilities is good.

Discussion held on resolution stating that Waupun Utilities is solely responsible for management of the wastewater treatment facilities and will make payment on any debt incurred. The payments on the system are funded by our utility user revenues and not by the City of Waupun. On Motion made by Kaczmariski, seconded by Homan to approve Resolution No. 04-12-21-01 declaring an agreement between the City of Waupun and Waupun Utilities for the management of sewer treatment facilities and debt service obligations associated with the wastewater treatment plant upgrade and USDA rural development loan financing repayments.

Finance Director Stanek presented the lowest bid received for the ABNR construction project at the Wastewater Treatment Plant was from Miron Construction Co. Inc. On discussion held regarding the bid, motion was made by Thurmer and seconded by Gerritson to approve Resolution No. 04-12-21-02 to award construction contract for utility wastewater treatment plant upgrade and advanced biological nutrient recovery system.

General Manager Brooks recognized three outgoing commissioners for their years of commitment and service to the Waupun Utilities Commission. Commissioner David Gerritson serving for 11 years, Commissioner Ryan Mielke serving for 8 years and Commissioner Jason Westphal serving for 4 years were all a great asset to our commission and utility and will be missed. Commission President Heeringa also thanked the commissioners for volunteering their time and service to Waupun Utilities.

On motion by Gerritson, seconded by Mielke and unanimously carried, meeting was adjourned at 5:37 p.m.

The next commission meeting is scheduled on May 10, 2021, at 4:00 p.m.

Jen Benson
Office & Customer Service Lead

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
ACTIVE OUTFITTERS							
700	04/20/2021	Electric Sweatshirt Embrod.	04/20/2021	10.00	10.00	Multiple	04/30/2021
	04/20/21 REFUND	Electric Sweatshirt Embord	04/20/2021	10.00-	10.00-	46968	04/30/2021
	368	OFFICE CLOTHING	03/08/2021	600.00	600.00	46879	04/09/2021
Total ACTIVE OUTFITTERS:				600.00	600.00		
AIRGAS USA INC							
855	9978403449	ACETYLENE/OXYGEN/NITROGEN	03/31/2021	24.76	24.76	46880	04/09/2021
	9978403449	ACETYLENE/OXYGEN/NITROGEN	03/31/2021	24.76	24.76	46880	04/09/2021
	9978403449	ACETYLENE/OXYGEN/NITROGEN	03/31/2021	24.78	24.78	46880	04/09/2021
Total AIRGAS USA INC:				74.30	74.30		
ALLIANT ENERGY							
900	183035-04052021	Gas Utility for Water Plant	04/05/2021	858.87	858.87	46881	04/09/2021
	4370000-03312021	GAS UTIL BILL FOR SWG PLNT	03/31/2021	516.32	516.32	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	20.18	20.18	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	16.14	16.14	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	16.14	16.14	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	108.97	108.97	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	108.97	108.97	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	108.97	108.97	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	8.07	8.07	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	8.07	8.07	46881	04/09/2021
	5905160-04012021	Split Distribution - Main Bldg	04/01/2021	8.10	8.10	46881	04/09/2021
	801050-04192021	GAS UTILITY FOR WELLHOUSE #5	04/19/2021	36.84	36.84	46920	04/30/2021
	9310840-03312021	GAS UTIL @ WWTP GARAGE	03/31/2021	1,094.09	1,094.09	46881	04/09/2021
Total ALLIANT ENERGY:				2,909.73	2,909.73		
AMAZON CAPITAL SERVICES							
1015	16VM-R491-JC49	(6) Butt Connector Box	03/18/2021	118.62	118.62	46921	04/30/2021
	1966-3JMC-DQXC	Chlorine Tablets	04/14/2021	390.00	390.00	46921	04/30/2021
	1D6K-V944-QF6R	Commission Coffee Maker	04/20/2021	11.31	11.31	46921	04/30/2021
	1D6K-V944-QF6R	Commission Coffee Maker	04/20/2021	9.29	9.29	46921	04/30/2021
	1D6K-V944-QF6R	Commission Coffee Maker	04/20/2021	9.39	9.39	46921	04/30/2021
Total AMAZON CAPITAL SERVICES:				538.61	538.61		
AMERICAN MESSAGING							
1090	U1850424VD	PAGER FOR ELEC DEPT ON-CALL	04/01/2021	36.66	36.66	46882	04/09/2021
Total AMERICAN MESSAGING:				36.66	36.66		
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT1782552	PROFESSIONAL SERVICES	03/30/2021	2,294.44	2,294.44	46883	04/09/2021
	BT1782552	PROFESSIONAL SERVICES	03/30/2021	2,294.44	2,294.44	46883	04/09/2021
	BT1782552	PROFESSIONAL SERVICES	03/30/2021	2,295.12	2,295.12	46883	04/09/2021
Total BAKER TILLY VIRCHOW KRAUSE LLP:				6,884.00	6,884.00		
BENTZ AUTOMOTIVE INC							
2800	17349	Unit #156 Tires & Balance	03/26/2021	761.62	761.62	46884	04/09/2021
Total BENTZ AUTOMOTIVE INC:				761.62	761.62		

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BL VREE PLUMBING LLC							
3100	1794	Sewer Lateral 201 Welch	04/26/2021	220.00	220.00	46922	04/30/2021
Total BL VREE PLUMBING LLC:				220.00	220.00		
BORDER STATES ELECTRIC SUPPLY							
3300	921750833	200 AMP URD ELBOWS - 1/0 175 MIL	03/22/2021	484.00	484.00	46885	04/09/2021
	921750833	350 URD TRIPLEX	03/22/2021	2,312.00	2,312.00	46885	04/09/2021
	921750833	FIBERGLASS DEADEND ARM	03/22/2021	174.16	174.16	46885	04/09/2021
	921750833	Spool Insulators	03/22/2021	65.92	65.92	46885	04/09/2021
	921776107	Photo-Eye	03/25/2021	154.20	154.20	46885	04/09/2021
	921867900	Photo-Eye	04/09/2021	616.80	616.80	46923	04/30/2021
	921876208	FIBERGLASS CROSSARM	04/12/2021	1,404.50	1,404.50	46923	04/30/2021
	921892797	TRANSFORMER BAR COVERED	04/14/2021	721.52	721.52	46923	04/30/2021
Total BORDER STATES ELECTRIC SUPPLY:				5,933.10	5,933.10		
BRIGHT TECHNOLOGIES							
3420	B3080-2	Meter Belt Filter Press Rental	04/05/2021	21,000.00	21,000.00	46916	04/15/2021
Total BRIGHT TECHNOLOGIES:				21,000.00	21,000.00		
CAPITAL NEWSPAPERS							
5450	43693	190-60005855-MONTHLY MINS	03/20/2021	26.46	26.46	46886	04/09/2021
	43693	190-60005855-MONTHLY MINS	03/20/2021	21.03	21.03	46886	04/09/2021
	43693	190-60005855-MONTHLY MINS	03/20/2021	20.35	20.35	46886	04/09/2021
Total CAPITAL NEWSPAPERS:				67.84	67.84		
US CELLULAR							
5700	434278946	Act #851360664	04/14/2021	179.93	179.93	46953	04/30/2021
	434602681	Act #207749466	04/16/2021	210.58	210.58	46950	04/30/2021
	434704592	Act #375001031	04/16/2021	156.47	156.47	46952	04/30/2021
	434731896	Act #929862839	04/16/2021	232.96	232.96	46951	04/30/2021
Total US CELLULAR:				779.94	779.94		
COTTINGHAM & BUTLER							
6385	208561	Market Wage Analysis	02/12/2021	1,657.50	1,657.50	46924	04/30/2021
	208561	Market Wage Analysis	02/12/2021	1,317.50	1,317.50	46924	04/30/2021
	208561	Market Wage Analysis	02/12/2021	1,275.00	1,275.00	46924	04/30/2021
Total COTTINGHAM & BUTLER:				4,250.00	4,250.00		
DeVries Welding LLC							
7100	1405	Shop Supplies	04/01/2021	22.50	22.50	46887	04/09/2021
	1405	Shop Supplies	04/01/2021	23.25	23.25	46887	04/09/2021
	1405	Shop Supplies	04/01/2021	29.25	29.25	46887	04/09/2021
Total DeVries Welding LLC:				75.00	75.00		
DIAMOND SPEED PRODUCTS							
7250	68546	Saw Blades	04/01/2021	342.22	342.22	46926	04/30/2021
	68546	Saw Blades	04/01/2021	342.23	342.23	46926	04/30/2021
Total DIAMOND SPEED PRODUCTS:				684.45	684.45		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
DIGGERS HOTLINE INC.							
7300	210 3 31801	MONTHLY LOCATE TICKET CHRGS	03/31/2021	152.67	152.67	46888	04/09/2021
Total DIGGERS HOTLINE INC.:				152.67	152.67		
DINGES FIRE COMPANY							
7370	18285	Calibration of Gas Meter	03/30/2021	90.00	90.00	46889	04/09/2021
	18285	Calibration of Gas Meter	03/30/2021	90.00	90.00	46889	04/09/2021
Total DINGES FIRE COMPANY:				180.00	180.00		
DNR							
7475	25094-2021 RENE	RENEW WASTEWATER OPERATOR CERT - DARREN SYT	04/30/2021	45.00	45.00	46927	04/30/2021
	CN#24150-2021 RE	RENEW WASTEWATER OPERATOR CERT #24150 Schram	04/01/2021	45.00	45.00	46890	04/09/2021
Total DNR:				90.00	90.00		
DULTMEIER SALES LLC							
7770	3798308	Pressure Washer	04/08/2021	863.34	863.34	46928	04/30/2021
	3798308	Pressure Washer	04/08/2021	863.33	863.33	46928	04/30/2021
	3798308	Pressure Washer	04/08/2021	863.33	863.33	46928	04/30/2021
Total DULTMEIER SALES LLC:				2,590.00	2,590.00		
ELECTRICAL TESTING LAB LLC							
8150	35939	New Gloves, Blankets, Hose, Hood, Jumpers tested	04/07/2021	685.17	685.17	46929	04/30/2021
	36019	Blankets, Hoses, Hoods & Gloves Tested	04/21/2021	286.50	286.50	46929	04/30/2021
Total ELECTRICAL TESTING LAB LLC:				971.67	971.67		
ELSTER SOLUTIONS LLC							
8225	9000113016	Gatekeeper repair-2020	04/01/2021	146.66	146.66	46930	04/30/2021
	9000113016	Gatekeeper repair-2020	04/01/2021	146.67	146.67	46930	04/30/2021
	9000113016	Gatekeeper repair-2020	04/01/2021	146.67	146.67	46930	04/30/2021
Total ELSTER SOLUTIONS LLC:				440.00	440.00		
MARTENS ACE HARDWARE							
9200	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	16.50	16.50	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	132.93	132.93	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	29.97	29.97	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	102.23	102.23	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	29.99	29.99	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	51.64	51.64	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	69.65	69.65	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	6.00	6.00	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	6.00	6.00	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	29.99	29.99	46898	04/09/2021
	475905-MARCH 20	MISCELLANEOUS ITEMS	03/31/2021	55.96	55.96	46898	04/09/2021
Total MARTENS ACE HARDWARE:				530.86	530.86		
GERRITSON, DAVID							
11220	APRIL 2021	COMMISSIONER'S QTRLY SALARY	04/30/2021	12.67	12.67	46931	04/30/2021
	APRIL 2021	COMMISSIONER'S QTRLY SALARY	04/30/2021	10.34	10.34	46931	04/30/2021
	APRIL 2021	COMMISSIONER'S QTRLY SALARY	04/30/2021	10.33	10.33	46931	04/30/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total GERRITSON, DAVID:				33.34	33.34		
GREMMER & ASSOCIATES INC.							
11600	210326_23-1	Newton/Rock W/S Inspection	04/07/2021	124.00	124.00	46932	04/30/2021
	210326_23-1	Newton/Rock W/S Inspection	04/07/2021	124.00	124.00	46932	04/30/2021
Total GREMMER & ASSOCIATES INC.:				248.00	248.00		
HYDROCORP INC.							
13985	61437-IN	CROSS CONNECTION CONTROL PROG	03/31/2021	2,252.00	2,252.00	46891	04/09/2021
Total HYDROCORP INC.:				2,252.00	2,252.00		
INFOSEND INC							
14490	189207	BILL PRINT & POSTAGE	04/01/2021	1,106.26	1,106.26	46933	04/30/2021
	189207	BILL PRINT & POSTAGE	04/01/2021	879.33	879.33	46933	04/30/2021
	189207	BILL PRINT & POSTAGE	04/01/2021	850.97	850.97	46933	04/30/2021
	189207	E-Cycle Flier (WPPI)	04/01/2021	34.26	34.26	46933	04/30/2021
	189207	Focus Pack (FOCUS on Energy)	04/01/2021	373.80	373.80	46933	04/30/2021
Total INFOSEND INC:				3,244.62	3,244.62		
INTEGRATED COMMUNICATIONS SERV							
14650	210401451101	TELEPHONE ANSWERING SERV-AFT	04/19/2021	143.97	143.97	46934	04/30/2021
	210401451101	TELEPHONE ANSWERING SERV-AFT	04/19/2021	114.44	114.44	46934	04/30/2021
	210401451101	TELEPHONE ANSWERING SERV-AFT	04/19/2021	110.75	110.75	46934	04/30/2021
Total INTEGRATED COMMUNICATIONS SERV:				369.16	369.16		
ITU ABSORB TECH INC.							
14950	7669754	SHOP TOWELS FOR WWTP	04/01/2021	23.89	23.89	46892	04/09/2021
	7669757	SHOP TOWELS MTHLY RENTAL FEE	04/01/2021	13.02	13.02	46892	04/09/2021
	7669757	SHOP TOWELS MTHLY RENTAL FEE	04/01/2021	13.02	13.02	46892	04/09/2021
	7669757	SHOP TOWELS MTHLY RENTAL FEE	04/01/2021	13.03	13.03	46892	04/09/2021
Total ITU ABSORB TECH INC.:				62.96	62.96		
J & H CONTROLS INC							
16000	10000022723	BUILDING MAINT MTHLY CHRG	03/15/2021	181.60	181.60	46893	04/09/2021
	10000022723	BUILDING MAINT MTHLY CHRG	03/15/2021	136.20	136.20	46893	04/09/2021
	10000022723	BUILDING MAINT MTHLY CHRG	03/15/2021	136.20	136.20	46893	04/09/2021
	10000022724	BUILDING MAINT MTHLY CHRG-WTP	03/15/2021	167.00	167.00	46893	04/09/2021
	10000022779	WWTP AC Maintenance	04/14/2021	97.00	97.00	46935	04/30/2021
	10000022827	Limit Switch - OFFICE	04/21/2021	13.62	13.62	46935	04/30/2021
	10000022827	Limit Switch - OFFICE	04/21/2021	10.21	10.21	46935	04/30/2021
	10000022827	Limit Switch - OFFICE	04/21/2021	10.22	10.22	46935	04/30/2021
Total J & H CONTROLS INC:				752.05	752.05		
JOHNSON CONTROLS SECURITY SOLN							
16575	35656164	Service Call- Panic Button	03/23/2021	7.39	.00	Multiple	04/09/2021
	35656164	Service Call- Panic Button	03/23/2021	5.87	.00	Multiple	04/09/2021
	35656164	Service Call- Panic Button	03/23/2021	5.69	.00	Multiple	04/09/2021
	35656164	Service Call- Panic Button	03/23/2021	5.87-			
	35656164	Service Call- Panic Button	03/23/2021	5.69-			
	35656164	Service Call- Panic Button	03/23/2021	7.39-			

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	35656164A	Service Call- Panic Button	03/23/2021	5.69	5.69	46914	04/09/2021
	35656164A	Service Call- Panic Button	03/23/2021	5.87	5.87	46914	04/09/2021
	35656164A	Service Call- Panic Button	03/23/2021	7.39	7.39	46914	04/09/2021
Total JOHNSON CONTROLS SECURITY SOLN:				18.95	18.95		
KEMIRA WATER SOLUTIONS INC.							
17513	9017708110	FERROUS CHLORIDE	04/06/2021	4,217.83	4,217.83	46895	04/09/2021
Total KEMIRA WATER SOLUTIONS INC.:				4,217.83	4,217.83		
LOCATORS & SUPPLIES INC.							
18825	291023-IN	Marking Paint	03/31/2021	305.84	305.84	46896	04/09/2021
Total LOCATORS & SUPPLIES INC.:				305.84	305.84		
M.T.S.R. LLC							
19075	3791	Unit 4 - Fuel Tank/Water Pump/Belt	03/16/2021	1,983.56	1,983.56	46897	04/09/2021
Total M.T.S.R. LLC:				1,983.56	1,983.56		
METLIFE SBC							
23230	5980868-MAY 2021	LONG TERM DISABILITY PREM	04/30/2021	527.47	527.47	46936	04/30/2021
	5980868-MAY 2021	SHORT TERM DISABILITY PREM	04/30/2021	336.17	336.17	46936	04/30/2021
Total METLIFE SBC:				863.64	863.64		
MEUW							
23500	2219	electric Operations Expo- Stanek	04/19/2021	175.00	175.00	46937	04/30/2021
	2221	electric Operations Expo- Brooks	04/19/2021	175.00	175.00	46937	04/30/2021
	41521-05	SAFETY GROUP PROGRAM COST	04/15/2021	2,459.44	2,459.44	46937	04/30/2021
	41521-05	SAFETY GROUP PROGRAM COST	04/15/2021	1,954.94	1,954.94	46937	04/30/2021
	41521-05	SAFETY GROUP PROGRAM COST	04/15/2021	1,891.87	1,891.87	46937	04/30/2021
Total MEUW:				6,656.25	6,656.25		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-1027_MAY20	BASIC GROUP LIFE INS PREMIUM	04/01/2021	251.08	251.08	46904	04/09/2021
	2832L-1027_MAY20	EMPLOYER CONTRIBUTION 20%	04/01/2021	11.27	11.27	46904	04/09/2021
	2832L-1027_MAY20	EMPLOYER CONTRIBUTION 20%	04/01/2021	8.95	8.95	46904	04/09/2021
	2832L-1027_MAY20	EMPLOYER CONTRIBUTION 20%	04/01/2021	8.68	8.68	46904	04/09/2021
Total SECURIAN FINANCIAL GROUP INC:				279.98	279.98		
MSA PROFESSIONAL SERVICES INC							
28200	R00019010.0-27	Design/Bidding Phase - Newton/Rock Ave	03/31/2021	2,099.69	2,099.69	46899	04/09/2021
	R00019010.0-27	Design/Bidding Phase - Newton/Rock Ave	03/31/2021	2,099.69	2,099.69	46899	04/09/2021
Total MSA PROFESSIONAL SERVICES INC:				4,199.38	4,199.38		
NAPA AUTO PARTS							
30900	295514	tax credit	04/01/2021	2.31-	2.31-	46938	04/30/2021
	303858	Brake Cleaner	03/01/2021	4.46	4.46	46900	04/09/2021
	303858	Brake Cleaner	03/01/2021	4.46	4.46	46900	04/09/2021
	303858	Brake Cleaner	03/01/2021	4.46	4.46	46900	04/09/2021
	304350	Unit 28 Switch	03/04/2021	4.34	4.34	46900	04/09/2021
	304350	Unit 28 Switch	03/04/2021	4.35	4.35	46900	04/09/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	308952	WWTP Boiler parts	04/15/2021	7.49	7.49	46938	04/30/2021
	308953	Belts	04/15/2021	83.28	83.28	46938	04/30/2021
	309129	Turn Signal Bulbs	04/16/2021	1.10	1.10	46938	04/30/2021
	309129	Turn Signal Bulbs	04/16/2021	1.11	1.11	46938	04/30/2021
	309129	Turn Signal Bulbs	04/16/2021	1.11	1.11	46938	04/30/2021
Total NAPA AUTO PARTS:				113.85	113.85		
NORTH SHORE ANALYTICAL INC.							
38500	13488	Effluent & Influent	04/15/2021	270.00	270.00	46939	04/30/2021
Total NORTH SHORE ANALYTICAL INC.:				270.00	270.00		
NORTHERN TOOL & EQUIPMENT							
38853	47330579	Hand Winch	04/06/2021	40.38	40.38	46940	04/30/2021
Total NORTHERN TOOL & EQUIPMENT:				40.38	40.38		
OFFICE DEPOT							
38880	163254683001	OFFICE SUPPLIES	03/30/2021	27.73	27.73	46941	04/30/2021
	163254683001	OFFICE SUPPLIES	03/30/2021	22.04	22.04	46941	04/30/2021
	163254683001	OFFICE SUPPLIES	03/30/2021	21.33	21.33	46941	04/30/2021
	163256845001	OFFICE SUPPLIES	03/30/2021	3.90	3.90	46941	04/30/2021
	163256845001	OFFICE SUPPLIES	03/30/2021	3.10	3.10	46941	04/30/2021
	163256845001	OFFICE SUPPLIES	03/30/2021	2.99	2.99	46941	04/30/2021
	163347090001	OFFICE SUPPLIES	04/13/2021	16.11	16.11	46941	04/30/2021
	163347090001	OFFICE SUPPLIES	04/13/2021	12.81	12.81	46941	04/30/2021
	163347090001	OFFICE SUPPLIES	04/13/2021	12.39	12.39	46941	04/30/2021
	166992231001	Coffee Maker- Breakroom	04/08/2021	64.38	64.38	46941	04/30/2021
	166992231001	Coffee Maker- Breakroom	04/08/2021	51.11	51.11	46941	04/30/2021
	166992231001	Coffee Maker- Breakroom	04/08/2021	49.59	49.59	46941	04/30/2021
Total OFFICE DEPOT:				287.48	287.48		
PIGGLY WIGGLY							
41200	6211-S00238	SUPPLIES FOR KITCHEN,OFFC, ETC	04/13/2021	6.52	6.52	46942	04/30/2021
	6211-S00238	SUPPLIES FOR KITCHEN,OFFC,ETC	04/13/2021	5.18	5.18	46942	04/30/2021
	6211-S00238	SUPPLIES FOR KITCHEN,OFFC,ETC	04/13/2021	5.01	5.01	46942	04/30/2021
	6211-S00238	Employee Meals	04/13/2021	24.98	24.98	46942	04/30/2021
	6211-S00238	Employee Meals	04/13/2021	19.86	19.86	46942	04/30/2021
	6211-S00238	Employee Meals	04/13/2021	19.23	19.23	46942	04/30/2021
Total PIGGLY WIGGLY:				80.78	80.78		
POSTMASTER							
42200	2021 BOX #431 FE	PO BOX RENTAL - YEARLY RENEWAL	04/01/2021	108.42	108.42	46901	04/09/2021
	2021 BOX #431 FE	PO BOX RENTAL - YEARLY RENEWAL	04/01/2021	86.18	86.18	46901	04/09/2021
	2021 BOX #431 FE	PO BOX RENTAL - YEARLY RENEWAL	04/01/2021	83.40	83.40	46901	04/09/2021
Total POSTMASTER:				278.00	278.00		
POWER SYSTEM ENGINEERING INC							
42800	9036975	GIS SUPPORT	04/05/2021	114.66	114.66	46902	04/09/2021
	9036975	GIS SUPPORT	04/05/2021	91.14	91.14	46902	04/09/2021
	9036975	GIS SUPPORT	04/05/2021	88.20	88.20	46902	04/09/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total POWER SYSTEM ENGINEERING INC:				294.00	294.00		
RESCO							
46400	813728-01	Spool Ties	04/07/2021	8.61	8.61	46903	04/09/2021
	818204-00	Safety Clothing	03/31/2021	613.41	613.41	46903	04/09/2021
	819799-00	Safety Clothing	04/15/2021	708.67	708.67	46943	04/30/2021
Total RESCO:				1,330.69	1,330.69		
SEERA							
51535	WAUPUN/MAR 202	"WAUPUN" FOCUS PROGRAM FEE	04/07/2021	2,699.35	2,699.35	46905	04/09/2021
Total SEERA:				2,699.35	2,699.35		
SHRED-IT							
51860	8181892859	Document Shredding	04/22/2021	23.38	23.38	46944	04/30/2021
	8181892859	Document Shredding	04/22/2021	18.58	18.58	46944	04/30/2021
	8181892859	Document Shredding	04/22/2021	17.98	17.98	46944	04/30/2021
Total SHRED-IT:				59.94	59.94		
SPECTRUM BUSINESS							
52500	33381041321	Internet Services	04/13/2021	82.84	82.84	46945	04/30/2021
	33381041321	Internet Services	04/13/2021	65.84	65.84	46945	04/30/2021
	33381041321	Internet Services	04/13/2021	63.72	63.72	46945	04/30/2021
	33381041321	Monthly Service Exp 1st & 2nd	04/13/2021	107.06	107.06	46945	04/30/2021
	33381041321	Mthly Service Exp 1st & 2nd Ln	04/13/2021	85.10	85.10	46945	04/30/2021
	33381041321	Mthly Service Exp 1st&2nd Line	04/13/2021	82.35	82.35	46945	04/30/2021
	33381041321	Water Plant Voice Serv	04/13/2021	99.98	99.98	46945	04/30/2021
	33381041321	WasteWater Voice Serv	04/13/2021	99.98	99.98	46945	04/30/2021
Total SPECTRUM BUSINESS:				686.87	686.87		
SPEE-DEE							
52600	4207838	SERVICE CHRG for WATER SAMPLES	04/05/2021	53.38	53.38	46946	04/30/2021
	4220762	SERVICE CHRG for WATER SAMPLES	04/19/2021	61.59	61.59	46946	04/30/2021
Total SPEE-DEE:				114.97	114.97		
STELLA-JONES CORPORATION							
53280	UCA-0015251	30 FT WOOD POLE	04/07/2021	1,236.00	1,236.00	46947	04/30/2021
	UCA-0015251	35 FT WOOD POLE	04/07/2021	3,204.00	3,204.00	46947	04/30/2021
	UCA-0015251	40 FT WOOD POLE	04/07/2021	2,552.00	2,552.00	46947	04/30/2021
	UCA-0015251	45 FT WOOD POLE	04/07/2021	1,960.00	1,960.00	46947	04/30/2021
	UCA-0015251	freight	04/07/2021	577.00	577.00	46947	04/30/2021
Total STELLA-JONES CORPORATION:				9,529.00	9,529.00		
STRAND ASSOCIATES INC							
53800	170004	R & R Assessment & Emergency Response Plan	04/07/2021	1,662.35	1,662.35	46948	04/30/2021
Total STRAND ASSOCIATES INC:				1,662.35	1,662.35		
TOTAL BUSINESS PRODUCTS INC.							
57350	90213	#9 Window Security Envelopes - 2,500	03/31/2021	97.11	97.11	46906	04/09/2021
	90213	#9 Window Security Envelopes - 2,500	03/31/2021	77.19	77.19	46906	04/09/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	90213	#9 Window Security Envelopes - 2,500	03/31/2021	74.70	74.70	46906	04/09/2021
	90213	Name Plate: Hoffman	03/31/2021	15.00	15.00	46906	04/09/2021
TOTAL BUSINESS PRODUCTS INC.:				264.00	264.00		
TRUCLEANERS LLC							
58700	APRIL 2021	MONTHLY CLEANING SERVICE	04/30/2021	370.50	370.50	46949	04/30/2021
	APRIL 2021	MONTHLY CLEANING SERVICE	04/30/2021	294.50	294.50	46949	04/30/2021
	APRIL 2021	MONTHLY CLEANING SERVICE	04/30/2021	285.00	285.00	46949	04/30/2021
	MARCH 2021	MONTHLY CLEANING SERVICE	03/31/2021	370.50	370.50	46907	04/09/2021
	MARCH 2021	MONTHLY CLEANING SERVICE	03/31/2021	294.50	294.50	46907	04/09/2021
	MARCH 2021	MONTHLY CLEANING SERVICE	03/31/2021	285.00	285.00	46907	04/09/2021
Total TRUCLEANERS LLC:				1,900.00	1,900.00		
USA BLUE BOOK							
59600	579989	(2) Chemical Feed Pumps	04/21/2021	1,089.76	1,089.76	46954	04/30/2021
	580017	(30) Diffusers for Grit Tank	04/21/2021	433.00	433.00	46954	04/30/2021
Total USA BLUE BOOK:				1,522.76	1,522.76		
VAN BUREN, JEROME and/or SANDRA							
60800	MARCH 2021	SOLAR CREDIT	04/07/2021	328.39	328.39	46908	04/09/2021
Total VAN BUREN, JEROME and/or SANDRA:				328.39	328.39		
VERIZON WIRELESS							
62900	9878151779	CELLPHONE MTHLY EXPENSES	04/21/2021	207.83	207.83	46955	04/30/2021
	9878151779	CELPHONE MTHLY EXPENSES	04/21/2021	165.20	165.20	46955	04/30/2021
	9878151779	CELLPHONE MTHLY EXPENSES	04/21/2021	159.86	159.86	46955	04/30/2021
	9878151779	DPW'S MTHLY/DATA TABLET CHRGS	04/21/2021	58.10	58.10	46955	04/30/2021
Total VERIZON WIRELESS:				590.99	590.99		
VIKING ELECTRIC SUPPLY							
63300	S004500490.001	250 W LED LAMP	03/15/2021	413.45	413.45	46909	04/09/2021
	S004500490.001	175 W LED-returning	03/15/2021	241.05	241.05	46909	04/09/2021
	S004500490.002	100-150 W LED LAMP	03/16/2021	413.10	413.10	46909	04/09/2021
	S004510856.001	Keystone Lamps-Returning	03/15/2021	323.80	323.80	46909	04/09/2021
	S004510856.002	keystone Lamps-Returned	04/02/2021	323.80-	323.80-	46909	04/09/2021
	S004510856.002	keystone Lamps-Returned	04/02/2021	241.05-	241.05-	46909	04/09/2021
	S004514252.001	Keystone Lamps-Returning	03/25/2021	323.80	323.80	46909	04/09/2021
	S004538495.001	Keystone Lamps-Returning	03/24/2021	516.90	516.90	46909	04/09/2021
Total VIKING ELECTRIC SUPPLY:				1,667.25	1,667.25		
W & W ELECTRIC MOTORS INC							
70400	WPN11629	Replace fan motor	03/25/2021	96.00	96.00	46910	04/09/2021
Total W & W ELECTRIC MOTORS INC:				96.00	96.00		
WAUPUN CHAMBER OF COMMERCE							
73200	2021 CELEB.WAUP	(10) \$10.00 Chamber Car Show Prizes	04/01/2021	100.00	100.00	46956	04/30/2021
	2021 LIONS GOLF	(2) \$50.00 Chamber Certificates	04/01/2021	100.00	100.00	46956	04/30/2021
Total WAUPUN CHAMBER OF COMMERCE:				200.00	200.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
WAUPUN DOWNTOWN PROMOTION							
73840	2021 WAUPUN DT	Waupun Downtown Promotions- Ripon Guide	04/01/2021	100.00	100.00	46957	04/30/2021
Total WAUPUN DOWNTOWN PROMOTION:				100.00	100.00		
WAUPUN, CITY OF							
74400	822	Ontech Security Assessment (50%)	04/09/2021	570.37	570.37	46966	04/30/2021
	822	Ontech Security Assessment (50%)	04/09/2021	453.37	453.37	46966	04/30/2021
	822	Ontech Security Assessment (50%)	04/09/2021	438.76	438.76	46966	04/30/2021
	APRIL 2021-PILOT	property Tax Pilot - Apr 2021	04/01/2021	24,930.00	24,930.00	46911	04/09/2021
	APRIL 2021-PILOT	property Tax Pilot - Apr 2021	04/01/2021	30,064.00	30,064.00	46911	04/09/2021
	MARCH 2021 TRAS	Trash/Recycling Collection	04/07/2021	38,942.46	38,942.46	46911	04/09/2021
	MARCH 2021-SW	Stormwater Receipts	04/07/2021	48,859.86	48,859.86	46911	04/09/2021
Total WAUPUN, CITY OF:				144,258.82	144,258.82		
WAUPUN MEMORIAL HOSPITAL							
76100	33429	DOT Drug Test - Hoffman	04/01/2021	57.50	57.50	46958	04/30/2021
Total WAUPUN MEMORIAL HOSPITAL:				57.50	57.50		
WAUPUN UTILITIES							
76800	PETTY CASH 4/20	Active Outfitters- Electric Sweatshirt Emb	04/20/2021	10.00	10.00	46959	04/30/2021
Total WAUPUN UTILITIES:				10.00	10.00		
WISCONSIN DEPT OF REVENUE							
85800	2021 GROSS REVE	GROSS REVENUE LICENSE FEE ASSESSMENT	04/20/2021	5,843.16	5,843.16	46967	04/30/2021
Total WISCONSIN DEPT OF REVENUE:				5,843.16	5,843.16		
WISCONSIN RURAL WATER ASSOC							
88200	S4631	Charter Membership Renewal	04/01/2021	585.00	585.00	46912	04/09/2021
Total WISCONSIN RURAL WATER ASSOC:				585.00	585.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	671032	FLLUORIDE	03/31/2021	26.00	26.00	46913	04/09/2021
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
DECKER PROPERTIES INC.							
99928	2021 TAX REFUND	Sales Tax Refund	04/05/2021	3,170.62	3,170.62	46925	04/30/2021
Total DECKER PROPERTIES INC.:				3,170.62	3,170.62		
WAUPUN UTILITIES (Refund Acct)							
100000	14022000.22	Ref Overpaymt frm: 543 S Madison St	04/28/2021	101.16	101.16	46965	04/30/2021
	14026200.20	Ref Overpaymt frm: 120 Olmstead St	04/28/2021	75.79	75.79	46963	04/30/2021
	15015010.20	Ref Overpaymt frm: 720 Maple View Dr, Apt 42	04/28/2021	86.50	86.50	46961	04/30/2021
	15034300.24	Ref Overpaymt frm: 225 W Brown St	04/28/2021	231.59	231.59	46962	04/30/2021
	16094160.32	Ref Overpaymt frm: 827 Mayfair St, Apt 12	04/28/2021	15.06	15.06	46960	04/30/2021
	190727600.22-2	Ref Deposit frm: 534 E Franklin	11/16/2020	353.35	.00	46493	Multiple
	190727600.22-2	Ref Deposit frm: 534 E Franklin	11/16/2020	353.35-			
	190727760-22B	Cameron Deposit Refund to pay towards account	04/13/2021	353.35	353.35	46915	04/15/2021
	20083134.28	Ref Overpaymt frm: 14 Pluim Dr, Apt 38	04/28/2021	88.72	88.72	46964	04/30/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WAUPUN UTILITIES (Refund Acct):				952.17	952.17		
Grand Totals:				254,278.33	254,278.33		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
04/10/2021	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	279.00	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	115.48	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	751.38	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		1,145.86-
2						
					.00*	
04/05/2021	2	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	939.21	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	229.21	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	394.43	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		1,562.85-
3						
					.00*	
04/07/2021	3	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	6.75	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	5.36	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	5.19	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH		17.30-
4						
					.00*	
04/28/2021	4	Record March's Wholesale Power Bill ACH Payme	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	556,222.32	
		Record March's Wholesale Power Bill ACH Payme	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,266.07	
		Record March's Wholesale Power Bill ACH Payme	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,097.68	
		Record March's Wholesale Power Bill ACH Payme	9-1131-0000-00	COMBINED CASH		558,586.07-
5						
					.00*	
04/11/2021	5	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPEN	266.90	
		Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSE	73.91	
		Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSE	69.81	
		Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		410.62-
6						
					.00*	
04/04/2021	6	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD	2,595.91	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD	718.87	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD	678.93	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		3,093.56-
					900.15*	
04/03/2021	6	Record PSN Fees	9-1131-0000-00	COMBINED CASH		900.15-
7						
04/14/2021	7	Record March's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	7,101.09	
		Record March's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		7,101.09-
Documents: 8 Transactions: 27						
Total CD:					572,817.50	572,817.50-
Grand Totals:					572,817.50	572,817.50-



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: May 10, 2021
SUBJECT: March 2021 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

Construction activity for the month was minimal for the electric, water and sewer crews as much of the work was centered towards maintenance activities typical for this time of year. Construction season is anticipated to begin to ramp up at the end of April and into May 2021.

Plant activity for March 2021 included the purchase of a zero turn lawn mower and GIS collector split equally between the three utilities. Additionally, the sewer utility replaced ten (10) valves at the WWTP as part of its routine maintenance schedule and purchased a UTV for the WWTP in the amount of \$28,500. All equipment purchased was included in the 2021 capital budget. The electric utility sold its old backhoe replaced in February 2021 for \$21,250.

MONTHLY OPERATING RESULTS – March 2021 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **2.8% above** budget & **1.3% higher** than March 2020 on increased sales to Large Industrial Power.

Water

- Monthly sales units of 100 cubic feet were **10.0% above** budget & similar to March 2020 sales; usage increases in residential and commercial customer classes.

Sewer

- Monthly sales units of 100 cubic feet were **11.1% below** budget & **19.9% lower** than March 2020 sales due to lower public authority volume. Sales to public authority customers continue to trend downward beginning in the spring of 2020 with the onset of COVID.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$33,900 and \$39,100 respectively, due to lower than budgeted demand and overall lower associated purchased power costs.
- Gross margin was \$5,300 **below** budget
- Operating expenses were \$25,800 **below** budget primarily due to lower maintenance costs associated with overhead line and general maintenance repairs.
- Operating income was \$67,100 or \$28,800 **above** budget from lower than budgeted revenues and lower distribution expenses.

- Net income was \$58,500 or \$30,800 above budget primarily from operating expenses coming in under budget for the month.

Water

- Operating revenues were \$5,500 above budget due to overall higher consumption
- Operating expenses were \$58,500 below budget due to fewer main breaks and the timing of chemical purchases compared to the prior year.
- Operating income was \$191,300 or \$57,000 above budget from lower than budgeted operating expenses.
- Net income was \$156,700 or \$55,300 above budget

Sewer

- Operating revenues were \$78,100 below budget on a continued trend of a decrease in public authority sales from 2020.
- Operating expenses were \$37,000 below budget on lower than budgeted maintenance expenses at the WWTP.
- Operating income (loss) was (\$37,500) or (\$51,500) below budget
- Net income (loss) was (\$61,600) or (\$60,000) below budget due to the decrease in public authority consumption related to COVID-19 closures.

Balance Sheets

Electric

- Balance sheet decreased \$114,500 from March 2020 largely due to debt payments made during the month.
- Unrestricted cash increased \$36,600 from the prior month due to slight increases in collections as the PSCW moratorium ending in April approaches.
- A cash transfer was also made in the amount of \$41,400 to restrict and re-create a Depreciation Reserve account associated with the 2019 Revenue Bonds. This restricted cash account is a requirement associated with holding Revenue Bonds and was historically maintained with past Revenue debt but eliminated with the 2019 debt transactions. The funds will remain in this restricted account until the bonds are paid off and are only to be used in the event of short-falls in our debt redemption accounts.
- Accounts receivable increased \$20,900 from an increase in sales from large industrial customers for the month
- Accounts payable increased \$46,200 on higher purchased power expense outstanding for the month from the increased sales
- A principal and interest payment on the 2019 Refunding Revenue bonds was made on March 1, 2021 which required a \$181,000 cash payment and included \$165,000 of principal pay down. Funds are segregated monthly to fund this payment.

Water

- Balance sheet decreased \$430,700 from March 2020 largely due to debt payments made during the month.
- Total unrestricted and restricted cash decreased \$377,000 as a result of debt payments made at the beginning of the month. Total debt payments amounted to \$482,900 and included the annual principal payments on both 2019 debt issuances of \$420,000.
- A cash transfer was also made in the amount of \$158,600 to restrict and re-create a Depreciation Reserve account associated with the 2019 Revenue Bonds. This restricted cash account is a requirement associated with holding Revenue Bonds and was historically maintained with past Revenue debt but eliminated with the 2019 debt transactions. The funds will remain in this restricted account until the bonds are paid off and are only to be used in the event of short-falls in our debt redemption accounts.
- Accounts receivable decreased \$5,200.
- Net position increased by \$53,600 because of the reduction of the principal payment on debt and related accrued interest.

Sewer

- Balance sheet *decreased* \$33,900 from March 2020
- Unrestricted cash *decreased* \$167,300 primarily from budgeted capital expenditures made during the month and payment for engineering costs associated with the WWTP. The engineering expenses were submitted for reimbursement through a USDA loan draw.
- Receivables *increased* \$64,200 as result of delayed receipts for the prison billings received in April vs. March.
- Advances from the City of Waupun *decreased* \$36,500 from an annual installment payment received from the City for the funds advanced for the industrial park land purchase.

Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances, and graphs that present long-term investments by maturity, type, and rating.

- Total cash and investments *decreased* \$592,000 or 6.0% from February 2021 primarily from principal and interest payments on debt made for the electric and water utilities totaling \$663,900.
- Received interest and distributions of \$4,900 and recorded an unrealized *negative* market adjustment of (\$6,100), along with \$600 in management fees, resulting in a net portfolio *loss* of (\$1,800) for the month.
- Total interest and investment income earned on all accounts for the month was \$3,900.
- The water utility transferred \$600,000 of unrestricted cash reserves from its operating & reserve accounts to its investment accounts at TD Ameritrade. These funds will be temporarily invested (less than 12 months) as they were earmarked for payment on street projects that were budgeted for 2021 but delayed until 2022.

OTHER FINANCIAL MATTERS

Re-Establishment of Customer Disconnections

As of April 15, 2021, the Utilities reinstated our disconnection policy in accordance with our current PSCW rate orders and regulations. Previously the Utilities had suspended disconnections to comply with PSCW guidelines surrounding COVID-19 and the winter moratorium. As of April 30, 2021, the following is a summary of customers who received either a reminder or disconnect notice generated on March 30, 2021:

- Balances over \$150 (disconnect notice): 259 residential customers - \$92,400 in arrearages - *\$79,200 collected by the time for disconnection*
- Balances under \$150 (reminder notice): 169 residential customers - \$14,370 in arrearages - *\$9,100 collected by the time for disconnection*
- 24 residential disconnections took place on April 22nd for a total of \$12,668 in arrears of which 3 of the properties are vacant.

WWTP Upgrade – Loan Application and Construction Award Approval

The application process for the fourth and final construction loan has been completed and accepted by the USDA which obligated an additional \$5.0 million in loans at 1.375% for total project funding of \$27.8 million in loans and \$8.1 million in grant funding. The final loan closing will take place in 2022 when all funds from the first three loans are exhausted and prior to the grant funding being applied. The Utilities awarded the construction bid for the project and held a USDA nationally recognized ground-breaking event on May 6th.

The second Application for Payment was submitted to the USDA on April 8, 2021 totaling \$228,000 and included the reimbursement of costs incurred and paid by the utility from September 2020 to March 2021. The USDA did not reimburse the full requested amount as presented below because a \$142,000 contribution was required from the utility and the remaining unreimbursed funds were for costs that

exceeded the USDA's budget for allocated funds. Listed below is a summary of the costs requested for reimbursement to date:

Application for Payment #2 (Requested):	\$ 228,143
Application for Payment #2 (Paid):	\$ 48,000
Total Project Budget:	\$ 36,008,000
Loan Draws – Project to Date:	\$ 1,948,000
Total Project Costs to Date (Thru 4/30/21):	\$ 2,075,733

This concludes my report. Please do not hesitate to contact me at 324-7920 or jstanek@waupunutilities.org with any questions or comments.

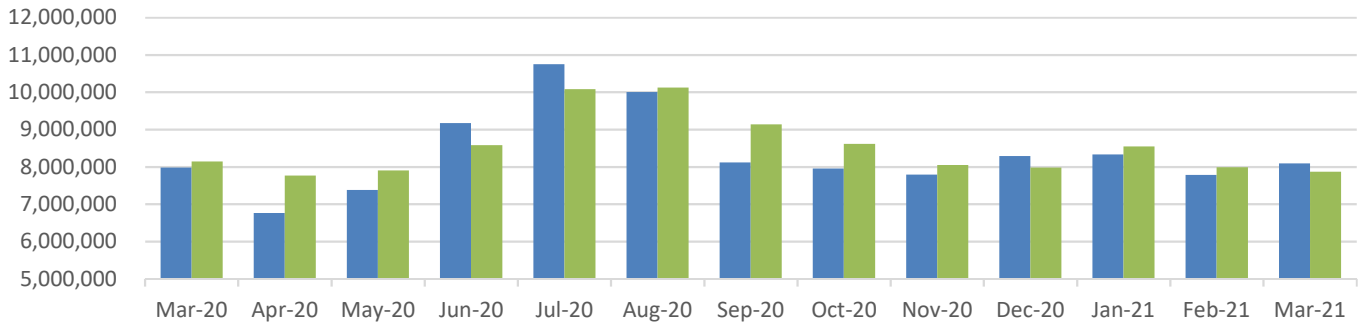
Waupun Utilities											
Construction and Plant Additions Summary											
March 2021											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Overhead and underground conductor and devices	-	-	10,000	-	-	-	-	-	-	-	10,000
Transformers	-	25,242	70,000	-	-	-	-	-	-	25,242	70,000
Overhead and Underground Services	1,095	1,095	15,000	-	-	-	-	-	-	1,095	15,000
LED street lighting	206	1,321	50,000	-	-	-	-	-	-	1,321	50,000
Voltage conversion	-	-	25,000	-	-	-	-	-	-	-	25,000
Rebuild overhead line	-	97	146,000	-	-	-	-	-	-	97	146,000
Underground wire and equipment upgrade	-	-	30,000	-	-	-	-	-	-	-	30,000
CIAC - Work Invoiced to Customer / Others	1,796	3,339	-	-	-	-	-	454	-	3,793	-
City of Waupun - Shared Services	-	2,297	-	266	332	-	-	685	-	3,314	-
Rock / Newton street reconstruction	-	-	-	-	-	545,600	-	-	505,900	-	1,051,500
S. Madison street reconstruction - phase 2	-	-	-	-	-	448,300	-	-	661,800	-	1,110,100
Harris Lift Station reconfiguration	-	-	-	-	-	200,000	-	-	-	-	200,000
WWTP Construction Upgrade - ABNR	-	-	-	-	26,030	15,668,000	-	-	-	26,030	15,668,000
CIPP Sewer lining	-	-	-	-	-	45,000	-	-	-	-	45,000
Meters	-	-	6,000	-	-	-	(1)	7,919	11,500	7,919	17,500
Miscellaneous Work Orders	-	-	-	-	-	-	1,908	1,908	-	-	-
Sewer Main CIPP Lining	-	-	-	-	-	-	-	-	-	-	-
TOTAL CONSTRUCTION	\$ 3,097	\$ 33,391	\$ 362,000	\$ 266	\$ 26,362	\$ 16,906,900	\$ 1,907	\$ 10,966	\$ 1,179,200	\$ 68,811	\$ 18,448,100
CARRYOVER PROJECTS:											
ATC - Increase clearance work	-	5,093	-	-	-	-	-	-	-	5,093	-
Newton/Rock Avenue Engineering	-	-	-	5,172	39,477	25,000	5,172	36,382	25,000	75,858	50,000
Madison St Engineering & Construction - Phase 2	-	-	-	-	4,000	-	-	4,000	-	8,000	-
WWTP Phosphorus Upgrade Engineering	-	-	-	78,789	2,049,703	3,804,000	-	-	-	2,049,703	3,804,000
PLANT ADDITIONS:											
Description	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Accounting software upgrade	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 15,000
Replace wire cutter/hydraulic press & misc tools	-	-	15,000	-	-	-	-	-	-	-	15,000
Test breakers in substation	-	-	8,000	-	-	-	-	-	-	-	8,000
Backhoe	-	83,500	85,000	-	-	-	-	-	-	83,500	85,000
Vactor Replacement (E-10%, S-80%, W-10%)	-	-	43,000	-	-	344,000	-	-	43,000	-	430,000
Zero Turn Lawn Mower	3,466	3,466	3,600	3,466	3,466	3,600	3,467	3,467	3,600	10,399	10,800
GIS Collector & handheld meter reader	1,726	1,726	3,330	1,726	1,726	3,330	1,726	1,726	3,330	5,179	9,990
Security system upgrade	-	1,518	-	-	1,518	-	-	1,518	-	4,553	-
Digester building equipment replacement	-	-	-	-	8,840	10,000	-	-	-	8,840	10,000
Blower building equipment replacement	-	-	-	11,011	11,011	13,000	-	-	-	11,011	13,000
Belt press building equipment replacement	-	-	-	-	-	13,000	-	-	-	-	13,000
Intermediate east and west clarifier rebuild	-	-	-	-	-	43,000	-	-	-	-	43,000
UTV with attachments for WWTP	-	-	-	28,501	28,501	29,000	-	-	-	28,501	29,000
Other equipment replacement	-	-	-	-	4,197	4,500	-	4,197	4,500	8,394	9,000
TOTAL PLANT ADDITIONS	\$ 5,192	\$ 90,210	\$ 162,930	\$ 44,705	\$ 59,259	\$ 468,430	\$ 5,193	\$ 10,908	\$ 59,430	\$ 160,377	\$ 690,790

Sales and Revenues Dashboard - March 2021

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	8,088,797	↑ 2.8%	↓ -0.8%	Power Costs	\$ 552,817	↑ 2.1%	↓ -2.4%
Revenues	\$ 721,227	↑ 2.7%	↓ -1.6%	Gross Margin	\$ 168,410	↑ 4.8%	↑ 1.0%

kWhs Sold

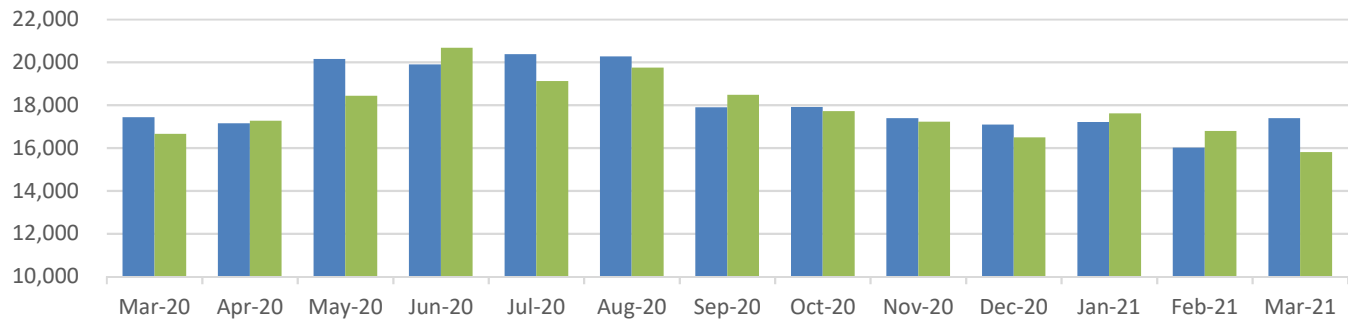
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	17,390	↑ 10.0%	↑ 0.8%	Revenues	\$ 139,833	↑ 6.5%	↑ 0.9%

Water Cubic Feet (100's) Sold

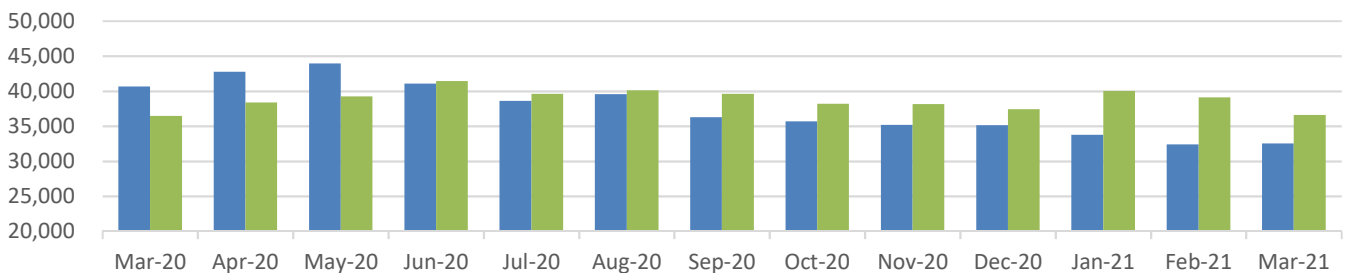
■ Actual ■ Budgeted



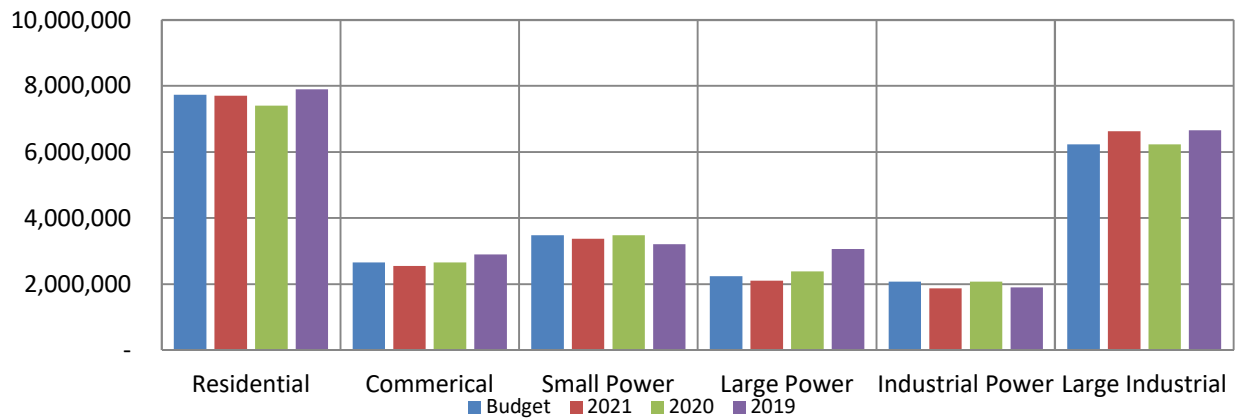
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	32,553	↓ -11.1%	↓ -14.7%	Revenues	\$ 141,781	↓ -14.9%	↓ -16.9%

Sewer Cubic Feet (100's) Treated

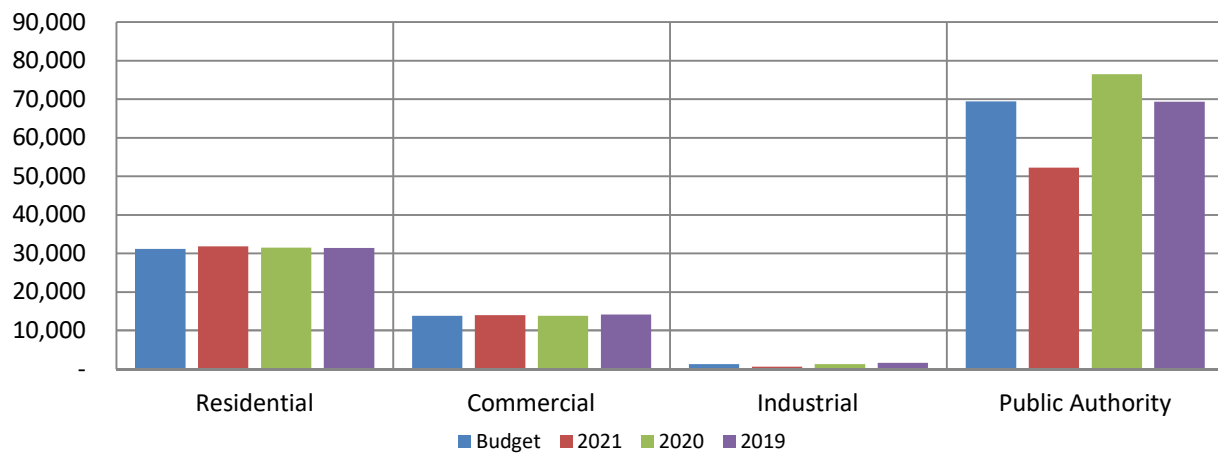
■ Actual ■ Budgeted



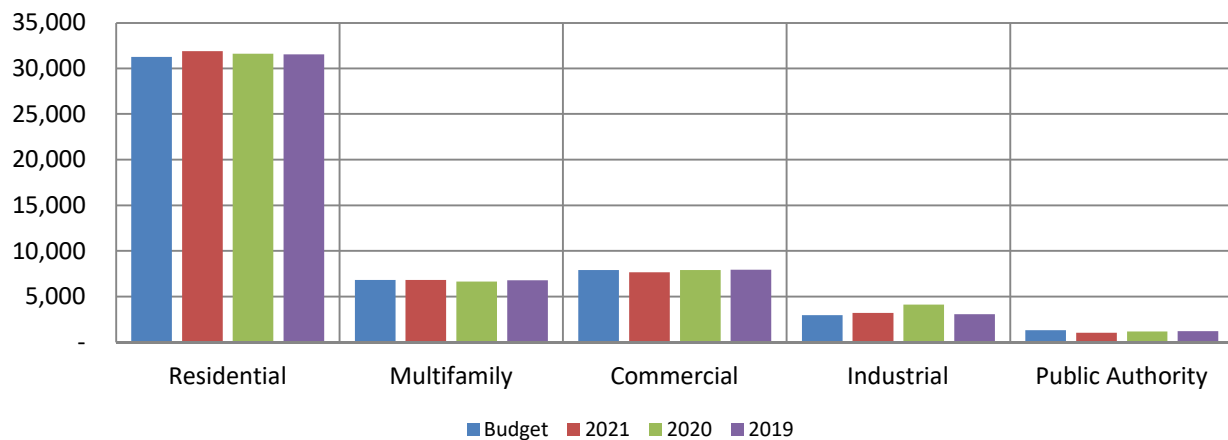
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



WAUPUN UTILITIES
Income Statement and Financial Ratios
Electric Utility
For the 12 Months Ending:

ELECTRIC	March 2019	March 2020	March 2021
Sales of Electricity	\$ 9,982,985	\$ 9,585,431	\$ 9,436,188
Purchased Power	7,891,425	7,565,342	7,356,504
Gross Margin	2,091,561	2,020,089	2,079,684
	21.0%	21.1%	22.0%
Other Operating Revenues	98,835	99,841	97,622
Operating Expenses			
Distribution expense	387,950	361,562	286,395
Customer accounts expense	117,206	132,119	113,312
Advertising expense	614	2,259	1,414
Administrative & general expense	377,200	460,389	370,709
Total operating expenses	882,970	956,329	771,831
Other Operating Expenses			
Depreciation expense	579,168	594,101	621,613
Taxes	337,411	347,041	332,247
Total other operating expenses	916,579	941,142	953,860
Operating Income	390,847	222,460	451,615
Other Income (Expense)			
Capital contributions	108,146	22,649	34,903
Interest expense	(34,473)	(33,871)	(37,073)
Amortization of debt-related costs	(17,938)	(35,878)	(7,760)
Other	(60,070)	51,058	159,323
Total other income (expense)	(4,334)	3,957	149,393
Net Income	\$ 386,513	\$ 226,416	\$ 601,008

Regulatory Operating Income	454,776	326,055	515,099
Rate of Return	5.26	3.72	5.90
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	3.7	4.6	5.7
Months of Unrestricted Cash on Hand	2.3	2.4	3.4
Equity vs Debt	0.86	0.89	0.90
Asset Utilization	0.49	0.50	0.51
Combined E&W Debt Coverage	3.14	2.99	4.27
Minimum Required Coverage	1.25	1.25	1.25

Note 1 - Electric rates increased September 2016.

Definitions

Rate of Return - Return on investment in capital infrastructure. Should be near authorized rate of return.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

Debt Coverage - Earnings coverage of annual debt service. Must exceed 1.25

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Electric Utility
For the Period Ended March, 31 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,436,188	\$ 2,127,006	\$ 2,160,872	\$ (33,866)
Purchased Power	7,356,504	1,605,171	1,644,314	(39,143)
Gross Margin	2,079,684	521,835	516,558	5,277
	22.0%	24.5%	23.9%	
Other Operating Revenues	97,622	24,849	21,099	3,750
Operating Expenses				
Distribution expense	286,395	92,394	124,963	(32,569)
Customer accounts expense	113,312	26,703	28,878	(2,175)
Advertising expense	1,414	2,588	399	2,189
Administrative & general expense	370,709	108,398	101,685	6,713
Total operating expenses	771,831	230,083	255,925	(25,842)
Other Operating Expenses				
Depreciation expense	621,613	165,414	153,132	12,282
Taxes	332,247	84,084	90,288	(6,204)
Total other operating expenses	953,860	249,498	243,420	6,078
Operating Income	451,615	67,103	38,312	28,791
Other Income (Expense)				
Capital contributions	34,903	1,543	-	1,543
Interest expense	(37,073)	(7,681)	(7,407)	(274)
Amortization of debt-related costs	(7,760)	(1,675)	(5,688)	4,013
Other	159,323	(777)	2,499	(3,276)
Total other income (expense)	149,393	(8,591)	(10,596)	2,005
Net Income	\$ 601,008	\$ 58,512	\$ 27,716	\$ 30,796

	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020
Operating Revenues	\$ 721,227	\$ 685,144	\$ 720,635	\$ 769,791	\$ 702,128	\$ 717,547	\$ 828,989	\$ 980,998	\$1,043,420	\$ 899,648	\$ 742,398	\$ 624,264	\$ 706,940
Purchased Power	552,817	505,642	546,712	587,379	533,487	550,064	669,840	800,564	849,687	720,390	579,587	460,334	540,853
Gross Margin	168,410	179,502	173,923	182,412	168,640	167,483	159,149	180,433	193,733	179,258	162,810	163,930	166,087
	23.4%	26.2%	24.1%	23.7%	24.0%	23.3%	19.2%	18.4%	18.6%	19.9%	21.9%	26.3%	23.5%
Other Operating Revenues	9,195	7,922	7,732	9,772	12,164	9,411	6,923	6,973	6,969	6,891	6,857	6,813	6,900
Operating Expenses													
Distribution expense	35,473	29,856	27,066	(9,499)	19,004	11,729	17,173	39,927	39,928	28,198	25,191	22,349	44,574
Customer accounts expense	9,389	9,534	7,779	10,281	8,053	11,420	8,806	8,935	11,298	9,758	9,856	8,203	9,875
Advertising expense	1,377	512	699	641	190	(7,946)	8,339	453	(12,176)	2,934	6,392	-	1,000
Administrative & general expense	30,629	34,420	43,349	39,900	30,046	31,936	27,380	25,179	30,267	23,325	24,632	29,646	43,151
Total operating expenses	76,868	74,322	78,893	41,323	57,292	47,140	61,698	74,495	69,317	64,214	66,071	60,198	98,601
Other Operating Expenses													
Depreciation expense	55,138	53,024	57,252	54,575	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203
Taxes	27,953	28,029	28,102	4,346	27,577	43,441	27,161	27,655	28,911	27,739	27,111	34,223	28,229
Total other operating expenses	83,091	81,053	85,354	58,921	77,780	93,644	77,364	77,858	79,114	77,942	77,314	84,426	78,432
Operating Income	17,646	32,049	17,408	91,939	45,732	36,110	27,011	35,053	52,271	43,993	26,284	26,120	(4,046)
Other Income (Expense)													
Capital contributions	1,543	-	-	16,233	17,128	-	-	-	-	-	-	-	-
Interest expense	(2,331)	(2,675)	(2,675)	(2,675)	(2,675)	(2,675)	(8,246)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)
Amortization of debt-related costs	(558)	(558)	(558)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)
Other	(425)	(287)	(66)	(2,287)	733	(1,115)	(68)	945	425	20,900	3,417	5,011	(58,566)
Total other income (expense)	(1,772)	(3,520)	(3,299)	10,594	14,509	(4,466)	(8,989)	(2,356)	(2,875)	17,600	116	1,710	(61,866)
Net Income	\$ 15,874	\$ 28,530	\$ 14,108	\$ 102,533	\$ 60,241	\$ 31,644	\$ 18,022	\$ 32,698	\$ 49,396	\$ 61,593	\$ 26,400	\$ 27,830	\$ (65,912)

WAUPUN UTILITIES
Income Statement and Financial Ratios
Water Utility
For the 12 Months Ending:

WATER	March 2019	March 2020	March 2021
Operating Revenues	\$ 2,576,316	\$ 2,616,759	\$ 2,600,319
Operating Expenses			
Source of supply expenses	720	44,173	1,368
Pumping expenses	94,634	87,636	78,189
Water treatment expenses	193,401	171,326	164,944
Transmission & distribution expenses	293,490	265,842	257,178
Customer accounts expenses	110,922	118,213	100,858
Administrative & general expense	235,179	289,138	258,083
Total operating expenses	928,346	976,328	860,618
Other Operating Expenses			
Depreciation expense	539,470	547,879	580,449
Taxes	383,952	379,605	377,303
Total other operating expenses	923,423	927,484	957,752
Operating Income	724,548	712,947	781,948
Other Income (Expense)			
Capital contributions from customers and municipal	67,178	-	180,432
Interest expense	(130,013)	(142,899)	(146,632)
Amortization of debt-related costs	(60,763)	(123,140)	(20,216)
Other	17,048	26,223	(348)
Total other income (expense)	(106,550)	(239,817)	13,236
Net Income	\$ 617,998	\$ 473,130	\$ 795,184
Regulatory Operating Income	770,409	773,258	817,637
Rate of Return	5.51	5.63	5.89
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	45.87	19.59	82.88
Months of Unrestricted Cash on Hand	9.62	8.00	15.87
Equity vs Debt	0.65	0.71	0.73
Asset Utilization	0.34	0.36	0.36

Note 1 - Water rates increased May 2012.

Definitions

Rate of Return - Return on investment in capital infrastructure. Should be near authorized rate of return.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Water Utility
For the Period Ended March 31, 2021

WATER

	Last 12 Months	YTD 2021	YTD Budget	Difference
Operating Revenues	\$ 2,600,319	\$ 631,730	\$ 626,280	\$ 5,450
Operating Expenses				
Source of supply expenses	1,368	334	849	(515)
Pumping expenses	78,189	20,736	21,996	(1,260)
Water treatment expenses	164,944	40,111	51,537	(11,426)
Transmission & distribution expenses	257,178	43,535	80,385	(36,850)
Customer accounts expenses	100,858	23,913	29,229	(5,316)
Administrative & general expense	258,083	69,283	72,396	(3,113)
Total operating expenses	860,618	197,913	256,392	(58,479)
Other Operating Expenses				
Depreciation expense	580,449	149,647	141,432	8,215
Taxes	377,303	92,857	94,110	(1,253)
Total other operating expenses	957,752	242,504	235,542	6,962
Operating Income	781,948	191,313	134,346	56,967
Other Income (Expense)				
Capital contributions	180,432	-	-	-
Interest expense	(146,632)	(30,612)	(29,931)	(681)
Amortization of debt-related costs	(20,216)	(4,288)	(4,287)	(1)
Other	(348)	309	1,251	(942)
Total other income (expense)	13,236	(34,590)	(32,967)	(1,623)
Net Income	\$ 795,184	\$ 156,723	\$ 101,379	\$ 55,344

WATER

	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020
Operating Revenues	\$ 212,753	\$ 206,483	\$ 212,495	\$ 212,776	\$ 213,324	\$ 214,389	\$ 217,636	\$ 225,251	\$ 226,155	\$ 223,349	\$ 225,189	\$ 210,519	\$ 211,212
Operating Expenses													
Source of supply expenses	219	115	-	-	-	-	-	18	-	-	-	1,015	35,148
Pumping expenses	7,279	6,866	6,591	6,325	5,830	6,002	6,030	6,553	6,518	6,253	6,884	7,057	7,354
Water treatment expenses	12,642	11,348	16,121	10,745	11,722	14,529	15,935	15,409	12,854	13,244	14,199	16,195	18,171
Transmission & distribution expenses	15,281	16,659	11,595	19,677	43,516	16,016	20,121	28,996	38,911	21,203	16,105	9,097	11,692
Customer accounts expenses	8,393	8,510	7,011	8,607	7,078	10,414	7,796	7,944	10,349	8,742	8,597	7,417	8,946
Administrative & general expense	23,569	20,466	25,249	23,251	18,017	25,094	21,803	18,507	24,048	18,685	18,032	21,364	27,156
Total operating expenses	67,383	63,964	66,566	68,605	86,163	72,055	71,686	77,428	92,681	68,127	63,818	62,144	108,466
Other Operating Expenses													
Depreciation expense	49,882	49,882	49,882	37,193	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201
Taxes	30,903	31,009	30,945	29,738	31,208	34,672	31,419	31,430	32,100	31,646	31,093	31,140	31,053
Total operating expenses	80,786	80,891	80,827	66,931	80,409	83,873	80,620	80,631	81,301	80,847	80,294	80,342	80,254
Operating Income	64,583	61,629	65,101	77,241	46,752	58,461	65,331	67,192	52,173	74,375	81,077	68,033	22,493
Other Income (Expense)													
Capital contributions	-	-	-	180,432	-	-	-	-	-	-	-	-	-
Interest expense	(9,636)	(10,489)	(10,487)	(10,488)	(10,488)	(10,488)	(35,071)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)
Amortization of debt-related costs	(1,429)	(1,429)	(1,429)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)
Other	96	100	113	(2,882)	123	122	124	140	169	231	395	919	1,238
Total other income (expense)	(10,969)	(11,818)	(11,803)	165,292	(12,134)	(12,136)	(36,716)	(11,527)	(11,498)	(11,436)	(11,271)	(10,748)	(10,429)
Net Income	\$ 53,614	\$ 49,811	\$ 53,298	\$ 242,533	\$ 34,617	\$ 46,325	\$ 28,615	\$ 55,665	\$ 40,675	\$ 62,939	\$ 69,806	\$ 57,286	\$ 12,064

WAUPUN UTILITIES
Income Statement and Financial Ratios
Sewer Utility
For the 12 Months Ending:

SEWER	March 2019	March 2020	March 2021
Operating Revenues	\$ 2,418,715	\$ 2,465,006	\$ 2,311,805
Operating Expenses			
WWTP operation expenses	381,561	368,604	372,624
Laboratory expenses	64,616	76,991	89,602
Maintenance expenses	387,637	440,711	413,767
Customer accounts expenses	151,091	167,709	133,341
Administrative & general expenses	411,250	422,484	435,964
Total operating expenses	1,396,156	1,476,499	1,445,297
Other Operating Expenses			
Depreciation expense	668,846	679,756	707,695
Total other operating expenses	668,846	679,756	707,695
Operating Income	353,714	308,751	158,813
Other Income (Expense)			
Interest expense	(65,108)	(52,489)	(60,313)
Capital contributions	63,390	-	134,100
Other	128,901	131,683	(131,753)
Total other income (expense)	127,183	79,193	(57,965)
Net Income	\$ 480,897	\$ 387,944	\$ 100,847

Operating Income (excluding GASB 68 & 75)	373,460	346,954	163,356
Rate of Return	2.42	2.60	1.21
Current Ratio	72.99	25.97	52.03
Months of Unrestricted Cash on Hand	23.17	10.95	18.71
Equity vs Debt	0.86	0.90	0.81
Asset Utilization	0.48	0.50	0.50

Note 1 - Sewer rates increased January 2019.

Definitions

Rate of Return - Return on investment in capital infrastructure.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Sewer Utility
For the Period Ended March 31, 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,311,805	\$ 513,667	\$ 591,791	\$ (78,124)
Operating Expenses				
WWTP operation expenses	372,624	86,880	94,878	(7,998)
Laboratory expenses	89,602	28,015	20,808	7,207
Maintenance expenses	413,767	108,641	136,443	(27,802)
Customer accounts expenses	133,341	33,628	39,312	(5,684)
Administrative & general expenses	435,964	106,650	109,407	(2,757)
Total operating expenses	1,445,297	363,815	400,848	(37,033)
Other Operating Expenses				
Depreciation expense	707,695	187,372	176,931	10,441
Total other operating expenses	707,695	187,372	176,931	10,441
Operating Income	158,813	(37,520)	14,012	(51,532)
Non-operating Income (Expense)				
Interest Expense	(60,313)	(26,485)	(20,622)	(5,863)
Capital contributions	134,100	-	-	-
Other	(131,753)	2,377	5,001	(2,624)
Total other income (expense)	(57,965)	(24,107)	(15,621)	(8,486)
Net Income	\$ 100,847	\$ (61,627)	\$ (1,609)	\$ (60,018)

	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020
SEWER													
Operating Revenues	\$ 172,097	\$ 167,546	\$ 174,024	\$ 182,929	\$ 177,162	\$ 185,810	\$ 185,610	\$ 207,307	\$ 197,710	\$ 209,481	\$ 229,858	\$ 222,270	\$ 209,064
Operating Expenses													
WWTP operation expenses	27,366	27,669	31,846	38,550	20,637	29,125	37,862	38,061	32,575	22,600	41,685	24,650	27,175
Laboratory expenses	10,285	12,516	5,214	6,175	7,825	6,568	9,748	4,405	6,091	6,590	8,964	5,222	5,172
Maintenance expenses	54,348	27,614	26,680	24,797	69,607	28,630	37,003	23,423	42,314	18,055	43,042	18,255	48,256
Customer accounts expenses	11,607	11,768	10,253	14,889	10,402	13,737	11,163	11,244	(6,593)	15,439	15,291	14,142	15,560
Administrative & general expense	36,179	32,021	38,450	60,757	31,118	40,914	35,317	30,921	41,003	24,291	34,270	30,720	38,614
Total operating expenses	139,784	111,588	112,443	145,169	139,589	118,973	131,094	108,053	115,390	86,976	143,251	92,989	134,776
Other Operating Expenses													
Depreciation expense	62,457	62,457	62,457	39,440	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110
Total other operating expenses	62,457	62,457	62,457	39,440	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110
Operating Income	(30,145)	(6,499)	(876)	(1,679)	(22,537)	6,726	(5,594)	39,144	22,210	62,395	26,496	69,171	14,178
Other Income (Expense)													
Interest expense	(8,828)	(8,828)	(8,828)	(4,939)	(4,939)	2,295	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	-	134,100	-	-	-	-	-	-	-	-	-
Other	4,247	(1,441)	(429)	(615)	3,707	(5,331)	(37,702)	3,205	1,435	7,414	10,921	14,976	7,332
Total other income (expense)	(4,581)	(10,269)	(9,257)	128,546	(1,233)	(3,035)	(42,076)	(1,169)	(2,939)	3,040	6,547	10,602	2,958
Net Income	\$ (34,725)	\$ (16,768)	\$ (10,133)	\$ 126,866	\$ (23,769)	\$ 3,691	\$ (47,671)	\$ 37,975	\$ 19,271	\$ 65,435	\$ 33,043	\$ 79,773	\$ 17,135

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	March 2019	March 2020	March 2021	Feb 2021	Change
Cash and investments - unrestricted	\$ 1,744,763	\$ 1,771,562	\$ 2,378,620	\$ 2,342,026	\$ 36,594
Cash and investments - restricted	107,991	116,780	57,840	181,073	(123,233)
Receivables	893,990	817,394	862,853	841,915	20,938
Materials and supplies	228,324	183,345	192,577	190,645	1,932
Other assets	126,810	124,590	103,095	103,527	(432)
Plant - net of accumulated depreciation	9,150,411	9,209,829	9,080,029	9,130,290	(50,261)
Deferred outflows of resources	482,730	408,536	491,728	491,728	-
Total Assets	12,735,019	12,632,035	13,166,741	13,281,204	(114,463)
Accounts payable	587,819	555,287	564,549	518,313	46,236
Payable to sewer utility	114,365	-	-	-	-
Interest accrued	2,070	5,116	2,331	16,050	(13,719)
Accrued benefits	88,249	81,353	77,577	75,719	1,858
Deferred inflows of resources	716,136	736,021	832,018	831,730	288
Long-term debt	1,268,540	1,070,000	905,000	1,070,000	(165,000)
Net Position	9,957,842	10,184,258	10,785,266	10,769,392	15,874
Total Liabilities & Net Position	\$ 12,735,019	\$ 12,632,035	\$ 13,166,741	\$ 13,281,204	\$ (114,463)
WATER	March 2019	March 2020	March 2021	Feb 2021	Change
Cash and investments - unrestricted / designated	\$ 1,052,229	\$ 904,428	\$ 1,636,745	\$ 1,734,296	\$ (97,552)
Cash and investments - restricted	876,602	203,629	203,512	482,989	(279,477)
Receivables	189,162	240,439	239,437	244,615	(5,178)
Materials and supplies	64,411	58,801	59,280	57,471	1,809
Other assets	284,132	237,475	190,979	197,200	(6,222)
Plant - net of accumulated depreciation	15,410,960	16,125,083	15,756,514	15,800,600	(44,086)
Deferred outflows of resources	243,359	204,803	245,971	245,971	-
Total Assets	18,120,856	17,974,658	18,332,437	18,763,142	(430,706)
Accounts payable	19,259	43,511	13,002	13,011	(10)
Interest accrued	7,806	14,932	9,636	62,928	(53,291)
Accrued benefits	46,840	39,626	40,214	49,104	(8,890)
Deferred inflows of resources	353,723	479,420	497,232	499,361	(2,129)
Long-term debt	5,484,188	4,715,000	4,295,000	4,715,000	(420,000)
Net Position	12,209,039	12,682,169	13,477,353	13,423,739	53,614
Total Liabilities & Net Position	\$ 18,120,856	\$ 17,974,658	\$ 18,332,437	\$ 18,763,142	\$ (430,706)
SEWER	March 2019	March 2020	March 2021	Feb 2021	Change
Cash and investments - unrestricted	\$ 2,695,679	\$ 1,347,843	\$ 2,252,939	\$ 2,420,244	\$ (167,305)
Cash and investments - restricted	2,238,998	2,309,965	2,387,588	2,348,589	38,999
Receivables	197,785	222,294	261,830	197,653	64,177
Receivable from electric utility	112,932	-	-	-	-
Materials and supplies	9,112	8,930	7,789	7,789	-
Advances to other funds	428,440	428,440	291,946	328,440	(36,494)
Other assets	20,027	29,481	29,149	28,502	647
Plant - net of accumulated depreciation	13,745,279	15,189,405	15,936,031	15,869,912	66,119
Deferred outflows of resources	329,543	278,275	338,279	338,279	-
Total Assets	19,777,794	19,814,633	21,505,551	21,539,408	(33,857)
Accounts payable	17,999	39,411	11,969	11,555	414
Interest accrued	21,641	21,051	36,364	27,535	8,828
Accrued benefits	61,691	56,036	59,343	67,716	(8,374)
Deferred inflows of resources	459,328	446,263	510,810	510,810	-
Long-term debt	1,886,794	1,532,153	3,066,500	3,066,500	-
Net Position	17,330,341	17,719,719	17,820,566	17,855,291	(34,725)
Total Liabilities & Net Position	\$ 19,777,794	\$ 19,814,633	\$ 21,505,551	\$ 21,539,408	\$ (33,857)

Monthly Dashboard - Cash & Investments						March 2021	
Account	Restrictions	March 2021	Feb 2021	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 752,460	\$ 838,589	\$ (86,129)	-10.27%		
Checking - W	Unrestricted	139,629	1,016,754	(877,125)	-86.27%		
Checking - S	Unrestricted	202,872	128,324	74,548	58.09%		
Reserves - E	Unrestricted	1,626,160	1,503,437	122,723	8.16%		
Reserves - W	Unrestricted	1,030,423	250,901	779,521	310.69%		
Reserves - S	Unrestricted	2,050,067	2,291,920	(241,853)	-10.55%		
P&I Redemption - E	Restricted	16,440	181,073	(164,633)	-90.92%		
P&I Redemption - W	Restricted	44,912	482,989	(438,077)	-90.70%		
P&I Redemption - S	Restricted	416,160	375,644	40,517	10.79%		
Depreciation - E	Restricted	41,400	-	41,400	#DIV/0!		
Depreciation - W	Restricted	158,600	-	158,600	#DIV/0!		
ERF - Water Plant	Designated	466,693	466,641	52	0.01%		
ERF - WWTP	Restricted	1,971,415	1,972,945	(1,530)	-0.08%		
		\$ 8,917,231	\$ 9,509,218	\$ (591,987)	-6.23%		
Unrestricted and Designated		\$ 6,268,304	\$ 6,496,566	\$ (228,263)	-3.51%		
	Restricted	\$ 2,648,927	\$ 3,012,651	\$ (363,724)	-12.07%		

Long-Term Investment by Maturity

Maturity	Investment (\$)
Cash	1,000,000
<12 mos.	1,400,000
13-24 mos.	1,250,000
25-36 mos.	750,000
37-48 mos.	100,000
49-60 mos.	20,000
>60 mos.	50,000

Long-Term Investments by Type

Investment Type	Percentage
Cash/Money Markets	22%
Certificate of Deposits	29%
Muni Bonds	15%
US Government	5%
Government Agencies	21%
Corporate Bonds	8%



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: May 10, 2021
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- No unscheduled power outages to report after the windy weather and thunderstorms we experienced. The distribution system performed well. This is a direct result of Waupun Utilities' aggressive line clearance program.

Gas Leak

- On April 21st at approximately 3:00 pm we received a call from Alliant Energy requesting the power to be disconnected due to a contractor hitting a gas main causing a leak. Customers effected by the outage were Pizza Ranch, Dollar General, and Agnesian Pharmacy. The Waupun Fire Department was on site working to evacuate the buildings. The electric crew was able to offer assistance to provide temporary power from the bucket truck to power fans and help ventilate the gas from the buildings and keep a refrigerator running that contained thousands of dollars' worth of medications. The gas leak was contained and the power was restored 4:45 pm.

Y-306 Rerate Project Update

- Michels Power will be working for American Transmission Company (ATC) on the Y-306 rerate project in Waupun. The electric department met with Michels Power for a pre-construction meeting to discuss the project and work that Waupun Utilities will perform before the contractor installs new transmission poles.

Newton and Rock Avenue

- Crews have installed new poles, primary and secondary conductors and dual voltage transformers.

Load Shed Training

- The electric department staff participated in virtual training from American Transmission Company (ATC) to discuss Load Shed procedures. There are situations when ATC will request for customer load to be shed to protect the Bulk Electric System (BES). The information shared in the training reviewed the process ATC uses to shed firm load and the ATC communication protocol utilized in the process.

General Manager Update:

WWTP Upgrade Project Recognized Nationally

- The USDA recognized our WWTP upgrade project for Earth Day through means of their website and submitting a press release to over 390 TV and newspapers across the Midwest due to the environmentally friendly technology being used in the wastewater treatment process with the ABNR upgrade.

ABNR Groundbreaking Celebration

- Groundbreaking Celebration for the WWTP upgrade was held May 6, 2021. Individuals in attendance included:
 - Amy Resop State Legislative Liaison for Ron Johnson, and Michael Schraa Member of the Wisconsin State Assembly representing the 53rd district
 - USDA Representatives Nathan Billinghamurst, Joseph Dorava, and Scott Schatschneider
 - Key employees from Miron Construction, Applied Technologies, CLEARAS Water Recovery, and Mulcahy-Shaw
 - Utility Commissioners Peter Kaczmariski, Jeff Homan and Rohn Bishop
- Thank you to Peter Kaczmariski, representing the City of Waupun as Council President and Utility Commissioner, for delivering a welcome speech to start the ceremony.

Customer Disconnections

- Due to cooler forecasted temperatures, we did not disconnect electric services as originally planned on April 21st. Disconnection was postponed until April 22nd.
- Out of the 259 residential disconnection notices sent for a total of \$92,400; we were able to collect \$79,200 by the time of disconnection.
- Out of the 169 residential reminder notices that were sent out for a total of \$14,370; we were able to collect \$9,100.
- 24 residential disconnections took place on April 22nd for a total of \$12,668 in arrears. We currently have 3 properties disconnected which we believe are vacant.

Funding to Support WI Residents with Arrearages

- Last week WI Governor Tony Evers announced that more than \$21 million is available to cover utility bill arrearages for residential customers who qualify for the Wisconsin Home Energy Assistance Program (WHEAP). The funds will be administered through the WI Department of Administration (DOA).

Electric Hazard Training for EMS

- On April 19th Waupun Utilities provided electric hazard training for the Waupun Fire Department. A few of the topics discussed were: Downed power lines, Back feed, Step potential, Parts of an electrical distribution system, Conductors, Hazards in and around substations, Oil capacity in regulators and transformers and Vehicle accidents.

MEUW Operations Expo

- Several Waupun Utility employees attended training at the operations expo organized by MEUW On April 29th. Training sessions included: Working safely around 5G wireless facilitates, Electric vehicles and the power grid and Trends and opportunities for electric system planning.

Joint Action Leadership Certification Program.

- The Joint Action Leadership Certification Program is a new educational program for member utility leaders to become more acclimated to the WPPI joint action agency in which their utilities are member-owners, and learn more about the valuable partnership by directly connecting concepts and content back to the individual communities. The program is designed to take a minimum of two years to complete. Jeff and myself attended the first virtual event April 27th. The next meeting is scheduled for May 25th.

Electronics Recycling Event Totals

- PCs: 685
- CRT TVs: 5,390
- Consumer electronics: 1,999
- Projection TVs: 783
- Flat TVs: 2,226
- Dehumidifiers/microwaves: 6,480

Total Collected: 17,563 lbs. (about 40% of last year's weight)

This concludes my report for May 2021. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: May 5, 2021
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Volatile Organic Compounds (VOCs) testing has been completed for 2020. All compound results were Non-Detect (ND).

- What are VOC's? Organic chemicals widely used as ingredients in household products. Paints, varnishes and wax all contain organic solvents, as do many cleaning, disinfecting, cosmetic, degreasing and hobby products. Fuels are made up of organic chemicals as well.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Whole Effluent Toxicity (WET) testing has been completed for the second quarter. Both acute and chronic toxicity tests were performed. WET testing is the measurement of potential effluent (discharge) toxicity to aquatic life in our receiving stream. In whole effluent toxicity (WET) tests, lab-reared aquatic organisms are exposed to various dilutions of effluent for a specific time period, in order to predict at what levels the effluent may cause harm to the organisms (e.g., at what level death, reproductive impairment, or growth inhibition occurs).

Sabel Trucking has completed spring biosolids land application. Our nutrient management plan allowed 1400 cubic yards of biosolids to be applied to 55 acres of DNR approved agriculture land.

Our WPDES permit requires disinfection beginning May 1st through September 30th. Disinfection is considered to be the primary mechanism for the inactivation/destruction of pathogenic organisms to prevent the spread of waterborne diseases to downstream users and the environment.

Water/Sewer Crew:

Staff identified a corporation leak on a water main, which was caused by "hot" soils. The leak was approximately 52 gallons per minute or 75,000 gallons per day and ran for an estimated duration of 9 days, totaling 675,000 gallons of lost water. Repairs were made and service was restored to the area.

Water/Sewer Crew: Continued

Staff's focus will be preventative maintenance of the distribution and collection system over the next few months. These tedious tasks are identified below.

- Staff continues jetting the entire sanitary sewer basin.
- Staff will begin to work on the fire hydrant preventative maintenance program. This efficient and cost effective asset management program keeps hydrants working and helps avoid a large capital expenditure, when things break down and need immediate replacement.

Visu-Sewer has completed lining a combined total of 1,130 feet of sanitary sewer main line on Brown St. and Interceptor Easement, north of the baseball complex. The lining process rehabilitates pipes by installing a new fully structural cured-in-place pipe inside the host pipe from above ground. The new pipe "inside the old pipe" will provide maximum strength and flow capacity without the need for digging.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or sschramm@waupunutilities.org.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: May 5, 2021
SUBJECT: Consumer Confidence Report

What is the Consumer Confidence Report:

- The Consumer Confidence Reports (CCR) is required by the Federal Environmental Protection Agency (EPA).
- The CCR must be prepared and distributed to all water systems customers, in order to provide information concerning water quality for the previous monitoring year. This report identifies detected contaminants, compliance with drinking water rules, and educational language, and is based on information reported to the Wisconsin Department of Natural Resources (DNR).

Summary of Consumer Confidence Results:

Waupun Utilities adheres to the highest state and federal drinking water standards. We routinely collect more samples and run more tests than are actually required by the EPA and DNR. Those test results are reflected in our Annual Drinking Water Quality Report, showing Waupun's water once again meets or exceeds all federal and state standards for health and safety.

Unless otherwise noted, results are based on testing conducted in 2020. We are pleased to report that we continue to supply high quality water that meets or exceeds all federal and state standards for health and safety.

Please take the time to review, so we can discuss in-depth on Monday.



WAUPUN UTILITIES 2020 ANNUAL WATER QUALITY REPORT

The Waupun Utilities is pleased to present you with its annual Water Quality Report for 2020. This report provides a complete summary of water quality information from 2020 and also includes general information describing the city's water system, services and other activities of interest. The Waupun Utilities is committed to providing its customers with clear information describing water quality. Informed customers are strong allies.

During 2020, the Utility had no violations of maximum contaminant levels or other water quality standards.

Our Water Supply

Waupun Utilities obtains its groundwater supply from five wells ranging in depth from 611 to 921 feet. These wells penetrate the St. Peter, Prairie du Chien, Trempealeau, Franconia, Galesville, Eau Claire and Mr. Simon formations. These five wells are capable of pumping 7.7 million gallons per day.

The Utilities average day design flow is 1.2 million gallons per day based on the capacity of one iron filter and one reverse osmosis system in operation. The maximum capacity of the plant is 2.9 million gallons per day with both iron filters and both reverse osmosis systems in service.

The plant removes iron and manganese, which may cause discoloring and taste issues. Raw well water contains approximately 25 grains of hardness. The treatment plant softens water down to approximately 5 grains of hardness, requiring no in-home softening or iron removal.

In 2020 fluoride dosages from all City sample sites averaged 0.145 PPM. Water samples are routinely taken and analyzed for contaminants as required by Federal and State regulations. Unless otherwise noted, information shown in this report is for the period January 1 through December 31, 2020. This report contains many terms and abbreviations related to water quality that our customers may not be familiar with. A summary of terms, abbreviations and definitions is included in this report to help you better understand the information.

Why are there contaminants in my drinking water?

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline (800-426-4791), or by visiting their Office of Water website at www.epa.gov/OW.

Do I need to take special precautions?

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the environmental protection agency's Safe Water Drinking Hotline (800-426-4791). The Waupun Utilities vigilantly tests and monitors the City's water supply to assure the end quality to consumers. Test results have detected some contaminants. The Water Quality Data Table section of this report provides information showing that all water quality criteria met or exceeded Federal and State requirements in 2019.

The EPA has determined that City of Waupun water is safe at the levels detected.

Water Quality at the Wells

Samples are taken periodically (as required by sampling schedules issued by the Wisconsin DNR) at Utility wells to monitor concentrations of several common indicators. The information shown below shows ranges of results of water samples taken directly from the Utilities five active wells, in accordance with sampling requirements and schedules provided by the DNR.

Well Contaminants

Indicator	Range of Results	Average
Alkalinity	264 – 366	300
Calcium	69 – 144	87
Chloride	2 – 135	28
Hardness	300 – 335	320
Iron	0.85 – 1.4	1.1
Magnesium	29 – 172	63
Manganese	0.02 – 0.5	0.083
pH	7.0 – 7.3	7.2

Water Quality Data Table

The Water Quality Data Table that follows lists all drinking water contaminants detected and the most recent sample date. The EPA or the DNR allows the Water Utility to monitor for certain contaminants less than once per year because concentrations of these contaminants do not change frequently.

Water Quality Data Table

Inorganic Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Antimony (ppb)	6	6	.65	ND	ND	2020	NO	Discharge from petroleum refineries; fire retardants; ceramic; electronics; solder.
Arsenic (ppm)	0	.0110	ND	ND	ND	2020	NO	Erosion of natural deposits; runoff from orchards; runoff from glass and electronics productions wastes.
Barium (ppm)	2	2	0.0725	0.0725	0.0725	2020	NO	Discharge of drilling wastes; discharge from metal refineries; erosion of natural deposits.

Water Quality Data Table Continued

Inorganic Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Cadmium (ppm)	.005	.005	ND	ND	ND	2020	NO	Corrosion of galvanized pipes; erosion of natural deposits; discharge from metal refineries; runoff from waste batteries and paints.
Total Chromium (ppm)	.1	.1	ND	ND	ND	2020	NO	Discharge from steel and pulp mills; erosion of natural deposits; corrosion of household plumbing systems.
Fluoride (ppm)	4	4	0.5	.5	.5	2020	NO	Erosion of natural deposits; water additive which promotes strong teeth.
Mercury (ppm)	.002	.002	ND	ND	ND	2020	NO	Erosion of natural deposits; discharge of refineries and factories; runoff from landfills; runoff from cropland.
Nitrate Nitrogen (ppm)	10	10	.14	.14	.14	2020	NO	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits. Highest average from any individual sample site.
Nitrite Nitrogen (ppm)	1	1	ND	ND	ND	2020	NO	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits.
Selenium (ppm)	.05	.05	ND	ND	ND	2020	NO	Discharge from petroleum and metal refineries; erosion of natural deposits; discharge from mines.
Thallium (ppm)	.0005	.002	ND	ND	ND	2020	NO	Leaching from ore-processing sites; discharge from electronics, glass and drug factories.

Water Quality Data Table

Unregulated Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Bromoform (ppb)	NR	NR	ND	ND	ND	2020	NO	Range reflects highest results from monitoring sites.
Bromodichloromethane (ppb)	NR	NR	ND	ND	ND	2020	NO	Range reflects highest results from monitoring sites.
Chloroform (ppb)	NR	NR	1.1	1.1	1.1	2020	NO	Range reflects highest results from monitoring sites.
Sodium (ppm)	NR	NR	8.34	8.34	8.37	2020	NO	Range reflects highest results from monitoring sites.

Water Quality Data Table

Volatile Organic Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Tetrachloroethylene (ppb)	0	5	ND	ND	ND	2020	NO	Discharge from factories and dry cleaners.
Trichloroethylene (ppb)	0	5	ND	ND	ND	2020	NO	Discharge from metal degreasing sites and other factories.
Radioactivity								
Gross Alpha (Excl R & U) (pCi/l)	0	15	5.3	5.3	5.3	2020	NO	Erosion of natural deposits.
Gross Alpha (Incl R & U) (pCi/l)	NR	NR	5.4	5.4	5.4	2020	NO	Erosion of natural deposits.
Radium (226+228) (pCi/l)	0	5	2.3	2.3	2.3	2020	NO	Erosion of natural deposits.

Water Quality Data Table

Disinfection Byproducts

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
HAA5 (ppb) Haloacetic Acid	60	60	1.11	1.11	1.11	2020	NO	By-product of drinking water chlorination; samples from distribution system.
TTHMs (ppb) Total Trihalomethanes	0	80	6.91	6.91	6.91	2020	NO	By-product of drinking water chlorination; samples from distribution system.

Water Quality Data Table

Inorganic Contaminants

Contaminants (units)	MCLG	AL	Your Water	Samples Taken	Sampled Date	Violation	Typical Source
*Copper (ppm)	1.3	1.3	.241	20	2020	NO	Erosion of natural deposits; leaching; corrosion of household plumbing systems; from wood preservatives.
*Lead (ppb)	0	15	.96	20	2020	NO	Corrosion of household plumbing systems; erosion of natural deposits.

*Sampled every three years

Water Quality Data Table

Microbiological Contaminants

Total 2020 samples from sites in the water distribution system	126
Number of coliform detects in 2020	0
Total 2020 samples from water system production wells	20
Number of coliform detects in 2020 production well samples	0

Synthetic Organic Chemicals

Source water samples taken in 2020 showed no detectable synthetic organic chemicals.

Terms and Abbreviations used in this report

- **Variances & Exemptions (V&E):** State or EPA permission not to meet an MCL or a treatment technique under certain conditions.
- **Non-Detects (ND):** Laboratory analysis indicates the constituent is not present.
- **Not-Applicable (n/a):** Limits do not apply.
- **Not-Regulated (NR):** State or EPA has not established a limit.
- **Parts per million (ppm) or Milligrams per liter (mg/l):** One part per million corresponds to one minute in two years or one penny in \$10,000.
- **Parts per billion (ppb), or Micrograms per liter (µg/l):** One part per billion corresponds to one minute in 2,000 years or one penny in \$10,000,000.
- **Picocuries per liter (pCi/l):** Picocuries per liter is a measure of the radioactivity in water.
- **Total Coliform Rule (TCR):** Refers to EPA regulations for microbiological standards.
- **Treatment Technique (TT):** A required process intended to reduce the level of a contaminant in drinking water.
- **MCLG (Maximum Contaminant Level Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MCL (Maximum Contaminant Level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. **MCLs are set at very stringent levels. To understand the possible health effects described for many regulated contaminants, a person would have to consume 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.**
- ***AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers a treatment or other requirement which a water system must follow. Systems exceeding a lead and/or copper action level must take actions to reduce lead and/or copper in the drinking water. The lead and copper values represent the 90th percentile of all compliance samples collected. If you want information on the number of sites or the actions taken to reduce these levels, please contact the Water Utility office.

Health Information

Lead

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The Waupun Utilities is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (800-426-4791) at www.epa.gov/safewater/lead

Radon

Radon is a radioactive gas that you can't see, taste, or smell. It is found throughout the U.S. Radon can move up through the ground and into a home through cracks and holes in the foundation. Radon can build up to high levels in all types of homes. Radon can also get into indoor air when released from tap water from showering, washing dishes, and other household activities. Compared to radon entering the home through soil, radon entering the home through tap water will in most cases be a small source of radon in indoor air. Radon is a known human carcinogen. Breathing air containing radon can lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. If you are concerned about radon in your home, test the air in your home. Testing is inexpensive and easy. Fix your home if the level of radon in your air is 4 Picocuries per liter of air (pCi/L) or higher. There are simple ways to fix a radon problem that aren't too costly. For additional information, call your state radon program or call EPA's Radon Hotline (800-SOS-RADON).

Nitrates

Nitrates in drinking water at levels above 10 ppm are a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

Additional Lead Awareness

Which homes are most at risk of having lead in drinking water?

- Homes with lead household plumbing. This can be determined by a licensed plumber.
- Homes with copper piping and lead solder installed between 1982 and 1987. Lead-based solder was banned for use after this time.
- Homes with faucets or fittings of brass which contain some lead. Plumbing and fixtures installed before January 1, 2014 or purchased from sources outside of the United States may contain lead.

How to reduce the risk of lead in your drinking water:

- Flush your plumbing before using tap water for drinking or cooking. Flush by running the kitchen faucet on cold for a minimum of 3 minutes.
- Use only cold water for cooking and drinking. Water from the hot tap water can dissolve lead more easily than cold water. Boiling water will not reduce the amount of lead in your drinking or cooking water. In fact, boiling can concentrate the lead in water.
- Inspect your faucet aerator. The aerator on the end of your faucet is a screen that can catch debris, including particles of lead. It is recommended to periodically remove the aerator and rinse out any debris.
- Purchase a home filtration system. Home drinking water filtration systems can reduce or eliminate lead. Be sure to look for products certified by NSF/ANSI under Standard 53 for removal of lead.
- Replace your lead service line or interior plumbing. Replacement must be done by a licensed plumber under contract from the homeowner.

Please direct any questions to:

Steve Schramm
Treatment Facilities and Operations Superintendent
920-324-7920

Waupun Utilities Planning, Improvements, and Operations

Planning

- Waupun Utilities owns and maintains \$24,000,000 in assets that treat, store, and distribute water to your home or business. These assets consist of five wells, a water treatment facility, one underground reservoir, two elevated water towers, over 50 miles of distribution mains, 3,500 services, and 457 hydrants.
- It is our utmost priority to provide safe, quality water at all times. We continue to monitor for specific contaminants, and strive to meet compliance requirements.

Improvements

- Construction to the Cities Rock Ave. and Newton Ave. will span over 8 months. This project will consist of infrastructure improvements, which involve replacement of hydrants, water valves, and sewer manholes. A total combined main replacement of nearly 3900 feet.

Operations

- Unidirectional flushing (UDF) program to remove mineral and sediment deposits that accumulate over time in the distribution system. UDF is a process designed to move water through pipelines in one direction at a high velocity and from a single water source. This systematic, street-by-street method of flushing is labor-intensive, requiring detailed preparation, planning and execution. UDF has been shown to scour water mains more effectively than traditional flushing. This highly effective flushing program will minimize the frequency of flushing events required by WDNR. In addition, UDF will promote water conservation and improve water quality.
- By regular valve exercising we will have detailed records to ensure the operability of our distribution system. Surveying helps identify the condition and location of all our valves. Knowing the condition of the valves and having an updated GIS system helps eliminate higher costs associated with water main breaks, lost time digging up buried valves, and congested traffic due to excavating roadways.
- Leak detection surveys are conducted on the distribution system with the aid of a correlator. A water leak/break is determined by the use of a correlator to find difficult leaks that are not easily located with traditional acoustical methods. The correlator utilizes two transmitters with sensitive microphones to listen on either side of the known or unknown leak and calculates (correlates) the exact distance to the leak by use of the signal delay, the sensor distance, and the sound velocity. Correlating reduces water loss, unplanned service disruptions, and reduces O&M costs.