



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, December 13, 2021 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, December 13, 2021, at 4:00 PM at the Waupun Utilities Administrative Building located on 817 S. Madison Street, Waupun, Wisconsin.

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. November 8, 2021 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 11-2021 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

Consideration-Action

Adjourn to Closed Session

The Waupun Utilities Commission will adjourn in closed session under Section 19.85 (1) (c) and (e) of the WI Statutes for the following:

(c) Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

6. Discuss Personnel Updates

Reconvene to Open Session

The Waupun Utilities Commission will reconvene in open session under Section 19.85 (2) of the WI Statutes.

Action from Closed Session

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, November 8, 2021**

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

Commissioners Bishop, Daane, Heeringa, Homan, Kaczmariski, Thurmer and Vanderkin were present.

Motion made by Vanderkin, seconded by Homan and unanimously carried, to approve minutes from the October 11, 2021 meeting.

On motion by Thurmer, seconded by Daane and unanimously carried, bills for month of October 2021 were approved as presented.

On motion by Thurmer, seconded by Daane and unanimously carried, year-to-date financial reports through September 2021 were approved as presented. Electric operating income was \$365,500 or \$254,800 above budget from higher than budgeted PCAC pass-through revenues and lower overall expenses / customer work. Water operating income was \$608,300 or \$137,100 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$241,900) or (\$364,600) below budget largely due to decrease in public authority consumption related to COVID-19 closures and increased expenses incurred during WWTP construction.

General Manager Brooks reported on outages and routine electric work being completed. Lead times continue to increase significantly for new equipment and supplies purchased for maintenance and development projects, thus increasing the importance of advance notice and planning for upcoming projects and development. Utility management recently met with State Representative Michael Schraa and Senator Dan Feyen regarding the Department of Corrections and their plans to move forward with design and construction of their own water treatment facility for DOC facilities in Waupun. Management was told that the water treatment project and funding have already been approved and the DOC will be moving forward with the project.

Treatment Facilities and Operations Superintendent Schramm reported on routine maintenance, inspections of facility equipment and seasonal preparations taking place at the Water and Wastewater Treatment Facilities. Distribution/collection system crew has completed flushing and root sawing of sanitary sewer system and logging/correlating of water system and will begin televising the sanitary sewer lines. A slide presentation was shown of construction and progress made with the ABNR project.

Finance Director Stanek presented the 2022 budget for review. The overall budget is forecasted to decrease \$1.57 million compared to the 2021 budget amounts due to a delay in construction for the South Madison Street reconstruction project to 2022, timing of construction payments associated with the ABNR Upgrade at the wastewater treatment plant and purchase of a new vector in 2021. Major capital expenditures in the 2022 budget include Phase Two of the Madison Street reconstruction project and construction costs associated with the WWTP upgrade. 2022 budget also includes wage adjustments, health insurance costs increases, cost allocation shifts for wages and benefits due to staffing changes, inflationary increase of operation and maintenance expenses based on rising inflationary costs and forecasted revenues. The proposed overall budget would add \$105,300 in electric cash reserves and use \$714,000 in sewer cash reserves and \$125,000 in water cash reserves. Motion made by Homan and seconded by Thurmer, to approve the 2022 budget as presented. On roll call vote, motion passed 5-1. Homan, Daane, Bishop, Thurmer and Vanderkin voting yea. Kaczmariski voting nay.

Discussion held regarding USDA Loan Resolution for improvements to the wastewater treatment plant and facilities for the principal amount of \$5,000,000. This will be the final loan and as formal process; the utility commission needs to make a recommendation to send the loan resolution to city council. The resolutions presented are the exact same as previously approved in 2020, with the exception of interest rate. Motion made by Thurmer, seconded by Daane and unanimously carried, to make a recommendation to send the USDA Loan Resolution to the City of Waupun Common Council for approval.

Discussion held on resolution authorizing the issuance and sale of \$5,000,000 taxable sewerage system mortgage revenue bonds and payment of the bonds. Motion by Thurmer, seconded by Homan and unanimously carried, to make a recommendation for City of Waupun Common Council to approve resolution authorizing the issuance and sale of \$5,000,000 taxable sewerage system mortgage revenue bonds of the City of Waupun, Dodge and Fond du Lac Counties, WI and providing for the payment of the bonds and other details with respect to the bonds.

Motion made by Vanderkin, seconded by Thurmer, to adjourn in closed session under Section 19.85 (1) (c) and (e) of the WI Statutes. Motion carried unanimously.

Motion made by Thurmer, seconded by Homan, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Homan, seconded by Vanderkin and unanimously carried, meeting was adjourned at 6:51 p.m.

The next commission meeting is scheduled on December 13, 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
AIRGAS USA INC							
855	9983595943	ACETYLENE/OXYGEN/NITROGEN	10/31/2021	26.71	26.71	47497	11/10/2021
	9983595943	ACETYLENE/OXYGEN/NITROGEN	10/31/2021	26.71	26.71	47497	11/10/2021
	9983595943	ACETYLENE/OXYGEN/NITROGEN	10/31/2021	26.72	26.72	47497	11/10/2021
Total AIRGAS USA INC:				80.14	80.14		
ALLIANT ENERGY							
900	183035-11032021	Gas Utility for Water Plant	11/03/2021	485.92	485.92	47498	11/10/2021
	437000-10292021	GAS UTIL BILL FOR SWG PLNT	10/29/2021	386.51	386.51	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	5.15	5.15	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	4.12	4.12	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	4.12	4.12	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	27.80	27.80	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	27.80	27.80	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	27.80	27.80	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	2.06	2.06	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	2.06	2.06	47498	11/10/2021
	590516-10292021	Split Distribution - Main Bldg	10/29/2021	2.05	2.05	47498	11/10/2021
	801050-11172021	GAS UTILITY FOR WELLHOUSE #5	11/17/2021	28.69	28.69	47540	11/30/2021
	931084-10292021	GAS UTIL @ WWTP GARAGE	10/29/2021	57.83	57.83	47498	11/10/2021
Total ALLIANT ENERGY:				1,061.91	1,061.91		
AMAZON CAPITAL SERVICES							
1015	1DF6-XH1H-WKMQ	Gloves	11/02/2021	72.94	72.94	47499	11/10/2021
	1DF6-XH1H-WKMQ	Street Lighting Minor Material	11/02/2021	116.34	116.34	47499	11/10/2021
Total AMAZON CAPITAL SERVICES:				189.28	189.28		
APPLIED TECHNOLOGIES							
1340	35455	State Review Submittal	11/01/2021	6,125.10	6,125.10	30013	11/17/2021
	35554	ABNR Upgrades	11/01/2021	105,087.40	105,087.40	30013	11/17/2021
Total APPLIED TECHNOLOGIES:				111,212.50	111,212.50		
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT 1912251	Single Audit	11/01/2021	901.00	901.00	30014	11/17/2021
Total BAKER TILLY VIRCHOW KRAUSE LLP:				901.00	901.00		
BENTZ AUTOMOTIVE INC							
2800	20323	Unit #3 Oil/Filter Change	11/08/2021	39.20	39.20	47541	11/30/2021
	20323	Unit #3 Oil/Filter Change	11/08/2021	39.19	39.19	47541	11/30/2021
	20345	Unit #6 Oil/Filter Change	11/09/2021	64.17	64.17	47541	11/30/2021
	20345	Unit #6 Oil/Filter Change	11/09/2021	64.16	64.16	47541	11/30/2021
	20349	Unit #7 Oil Change	11/10/2021	25.48	25.48	47541	11/30/2021
	20349	Unit #7 Oil Change	11/10/2021	25.49	25.49	47541	11/30/2021
	20349	Unit #7 Oil Change	11/10/2021	25.49	25.49	47541	11/30/2021
	20370	Unit #8 Oil/Filter Change	11/11/2021	105.95	105.95	47541	11/30/2021
Total BENTZ AUTOMOTIVE INC:				389.13	389.13		
BLACKSTONE TECHNOLOGIES LLC							
3105	211712	BST-360 High Performance Patch Mix	10/22/2021	428.00	428.00	47500	11/10/2021
	211712	BST-360 High Performance Patch Mix	10/22/2021	214.00	214.00	47500	11/10/2021
	211712	BST-360 High Performance Patch Mix	10/22/2021	214.00	214.00	47500	11/10/2021

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Total BLACKSTONE TECHNOLOGIES LLC:				856.00	856.00		
BOARDMAN & CLARK LLP							
3200	244366	Employment Matters	11/19/2021	99.45	99.45	47542	11/30/2021
	244366	Employment Matters	11/19/2021	79.05	79.05	47542	11/30/2021
	244366	Employment Matters	11/19/2021	76.50	76.50	47542	11/30/2021
Total BOARDMAN & CLARK LLP:				255.00	255.00		
BORDER STATES ELECTRIC SUPPLY							
3300	923111676	N/D ARRESTOR OVERHEAD - 10 KV	11/01/2021	816.00	816.00	47501	11/10/2021
	923111676	Shipping	11/01/2021	123.68	123.68	47501	11/10/2021
	923182845	6 ALUMINUM DUPLEX	11/09/2021	1,188.83	1,188.83	47543	11/30/2021
	923200721	Makring Flags	11/11/2021	957.92	957.92	47543	11/30/2021
	923200724	STIRRUP CLAMP	11/11/2021	1,056.50	1,056.50	47543	11/30/2021
Total BORDER STATES ELECTRIC SUPPLY:				4,142.93	4,142.93		
BRIGHT TECHNOLOGIES							
3420	B3080-14	Meter Belt Filter Press Rental	11/04/2021	7,000.00	7,000.00	47502	11/10/2021
	B3080-15	Meter Belt Filter Press Rental	11/18/2021	10,500.00	10,500.00	47544	11/30/2021
Total BRIGHT TECHNOLOGIES:				17,500.00	17,500.00		
BROOKS SHOES & REPAIR							
3550	39587	SAFETY BOOTS for Craig Ruis	11/12/2021	87.50	87.50	47545	11/30/2021
	39587	SAFETY BOOTS for Craig Ruis	11/12/2021	87.50	87.50	47545	11/30/2021
Total BROOKS SHOES & REPAIR:				175.00	175.00		
CAPITAL NEWSPAPERS							
5450	77531	190-60005855-MONTHLY MINS	10/28/2021	33.57	33.57	47546	11/30/2021
	77531	190-60005855-MONTHLY MINS	10/28/2021	26.68	26.68	47546	11/30/2021
	77531	190-60005855-MONTHLY MINS	10/28/2021	25.83	25.83	47546	11/30/2021
Total CAPITAL NEWSPAPERS:				86.08	86.08		
CAREW CONCRETE & SUPPLY CO							
5600	1224522	3/4 CRUSHER RUN	10/27/2021	81.92	81.92	47503	11/10/2021
	1224522	3/4 CRUSHER RUN	10/27/2021	40.96	40.96	47503	11/10/2021
	1224522	3/4 CRUSHER RUN	10/27/2021	40.95	40.95	47503	11/10/2021
	1224522	Electric - Sand	10/27/2021	202.48	202.48	47503	11/10/2021
Total CAREW CONCRETE & SUPPLY CO:				366.31	366.31		
US CELLULAR							
5700	474150279	Act #851360664	11/14/2021	175.00	175.00	47571	11/30/2021
	474523599	Act #207749466	11/16/2021	212.58	212.58	47568	11/30/2021
	474603600	Act #375001031	11/16/2021	158.47	158.47	47570	11/30/2021
	474640626	Act #929862839	11/16/2021	301.91	301.91	47569	11/30/2021
Total US CELLULAR:				847.96	847.96		
CINTAS FIRE 636525							
5880	0F37566398	Fire Ext Inspection & Repairs	11/04/2021	295.17	295.17	47504	11/10/2021
	0F37566398	Fire Ext Inspection & Repairs	11/04/2021	221.38	221.38	47504	11/10/2021

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	0F37566398	Fire Ext Inspection & Repairs	11/04/2021	221.38	221.38	47504	11/10/2021
	0F37566399	ANNL MAINT - FIRE EXTINGUISHERS - WTR PLT	11/04/2021	102.70	102.70	47504	11/10/2021
Total CINTAS FIRE 636525:				840.63	840.63		
CONTEMPORARY ENERGY SOLUTIONS LLC							
6280	FOE - LED INCENT	FOE- Enhanced Incentive - LED Lighting Upgrade	11/18/2021	500.00	500.00	47547	11/30/2021
Total CONTEMPORARY ENERGY SOLUTIONS LLC:				500.00	500.00		
CT LABORATORIES							
6610	165937	Sludge Testing	10/28/2021	340.00	340.00	47505	11/10/2021
Total CT LABORATORIES:				340.00	340.00		
DIGGERS HOTLINE INC.							
7300	211 0 31801	MONTHLY LOCATE TICKET CHRGS	10/31/2021	148.36	148.36	47506	11/10/2021
Total DIGGERS HOTLINE INC.:				148.36	148.36		
ELECTRICAL TESTING LAB LLC							
8150	37107	Gloves Tested	11/19/2021	94.12	94.12	47548	11/30/2021
Total ELECTRICAL TESTING LAB LLC:				94.12	94.12		
ENVIRONMENTAL PRODUCTS							
8385	FSE-160	Polypro Filter Cartridge	10/28/2021	1,583.83	1,583.83	47507	11/10/2021
Total ENVIRONMENTAL PRODUCTS:				1,583.83	1,583.83		
MARTENS ACE HARDWARE							
9200	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	39.77	39.77	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	15.99	15.99	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	5.97	5.97	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	13.80	13.80	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	2.79	2.79	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	8.58	8.58	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	1.83	1.83	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	35.52	35.52	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	1.38	1.38	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	845.79	845.79	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	17.86	17.86	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	17.86	17.86	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	237.90	237.90	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	9.22	9.22	47518	11/10/2021
	475905-OCT 2021	MISCELLANEOUS ITEMS	11/01/2021	36.41	36.41	47518	11/10/2021
Total MARTENS ACE HARDWARE:				1,290.67	1,290.67		
FARMERS ELEVATOR CORP LTD							
9300	158317	OIL	11/01/2021	255.54	255.54	47549	11/30/2021
	158317	OIL	11/01/2021	255.54	255.54	47549	11/30/2021
	158317	OIL	11/01/2021	255.62	255.62	47549	11/30/2021
Total FARMERS ELEVATOR CORP LTD:				766.70	766.70		

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FERGUSON WATERWORKS #1476							
9480	345558-SHIP	Shipping	10/13/2021	13.74	13.74	47508	11/10/2021
	345559-SHIP	Shipping	10/13/2021	15.52	15.52	47508	11/10/2021
Total FERGUSON WATERWORKS #1476:				29.26	29.26		
GRAINGER							
11400	911337745	Relay, 3 pole, 30 Amp	11/08/2021	144.85	144.85	47550	11/30/2021
	9113589726	Fluorescent Bulbs	11/08/2021	79.55	79.55	47550	11/30/2021
	9113877667	Fuse Block/Dist Block/Fuses	11/08/2021	187.96	187.96	47550	11/30/2021
	9123828296	Test Leads	11/17/2021	39.98	39.98	47550	11/30/2021
Total GRAINGER:				452.34	452.34		
GREMMER & ASSOCIATES INC.							
11600	211013-1	S. Madison Phase 2	11/04/2021	168.00	168.00	47509	11/10/2021
	211013-1	S. Madison Phase 2	11/04/2021	168.00	168.00	47509	11/10/2021
Total GREMMER & ASSOCIATES INC.:				336.00	336.00		
H & R SAFETY SOLUTIONS LLC							
12020	6499	RESTOCK FIRST AID CABINET @ WWTP	10/28/2021	27.70	27.70	47510	11/10/2021
	6503	RESTOCK FIRST AID CABINET	10/28/2021	10.75	10.75	47510	11/10/2021
	6503	RESTOCK FIRST AID CABINET	10/28/2021	10.75	10.75	47510	11/10/2021
	6503	RESTOCK FIRST AID CABINET	10/28/2021	10.75	10.75	47510	11/10/2021
Total H & R SAFETY SOLUTIONS LLC:				59.95	59.95		
HULL'S 151 IMPLEMENT INC							
13300	295-2	Rental of JD 650K	10/08/2021	36.00	36.00	47511	11/10/2021
Total HULL'S 151 IMPLEMENT INC:				36.00	36.00		
HYDROCORP INC.							
13985	64295-IN	CROSS CONNECTION CONTROL PROG	10/31/2021	2,252.00	2,252.00	47512	11/10/2021
Total HYDROCORP INC.:				2,252.00	2,252.00		
INFOSEND INC							
14490	201473	FOE Insertion Fee	11/01/2021	36.48	36.48	47551	11/30/2021
	201473	BILL PRINT & POSTAGE	11/01/2021	970.51	970.51	47551	11/30/2021
	201473	BILL PRINT & POSTAGE	11/01/2021	771.43	771.43	47551	11/30/2021
	201473	BILL PRINT & POSTAGE	11/01/2021	746.55	746.55	47551	11/30/2021
Total INFOSEND INC:				2,524.97	2,524.97		
INSIGHT FS							
14520	220004849	Tree Spray - OH Maint	11/19/2021	60.20	60.20	47552	11/30/2021
Total INSIGHT FS:				60.20	60.20		
INTEGRATED COMMUNICATIONS SERV							
14650	211101451101	TELEPHONE ANSWERING SERV-AFT	11/01/2021	128.72	128.72	47513	11/10/2021
	211101451101	TELEPHONE ANSWERING SERV-AFT	11/01/2021	102.31	102.31	47513	11/10/2021
	211101451101	TELEPHONE ANSWERING SERV-AFT	11/01/2021	99.01	99.01	47513	11/10/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total INTEGRATED COMMUNICATIONS SERV:				330.04	330.04		
IRBY, STUART C							
14890	S012669600.001	Polyester Muletape	10/07/2021	320.00	320.00	47514	11/10/2021
Total IRBY, STUART C:				320.00	320.00		
ITU ABSORB TECH INC.							
14950	7804771	SHOP TOWELS FOR WWTP	11/12/2021	23.89	23.89	47553	11/30/2021
	7804774	SHOP TOWELS MTHLY RENTAL FEE	11/12/2021	13.02	13.02	47553	11/30/2021
	7804774	SHOP TOWELS MTHLY RENTAL FEE	11/12/2021	13.02	13.02	47553	11/30/2021
	7804774	SHOP TOWELS MTHLY RENTAL FEE	11/12/2021	13.03	13.03	47553	11/30/2021
Total ITU ABSORB TECH INC.:				62.96	62.96		
J & H CONTROLS INC							
16000	10000023303	BUILDING MAINT MTHLY CHRGR-WTP	10/21/2021	171.00	171.00	47515	11/10/2021
	10000023304	BUILDING MAINT MTHLY CHRGR	10/21/2021	181.60	181.60	47515	11/10/2021
	10000023304	BUILDING MAINT MTHLY CHRGR	10/21/2021	136.20	136.20	47515	11/10/2021
	10000023304	BUILDING MAINT MTHLY CHRGR	10/21/2021	136.20	136.20	47515	11/10/2021
Total J & H CONTROLS INC:				625.00	625.00		
JOHNSON CONTROLS SECURITY SOLN							
16575	36600403	Annual Security/Fire System	11/06/2021	1,471.37	1,471.37	47554	11/30/2021
	36600403	Annual Security/Fire System	11/06/2021	1,169.55	1,169.55	47554	11/30/2021
	36600403	Annual Security/Fire System	11/06/2021	1,131.82	1,131.82	47554	11/30/2021
Total JOHNSON CONTROLS SECURITY SOLN:				3,772.74	3,772.74		
KEMIRA WATER SOLUTIONS INC.							
17513	9017733220	FERROUS CHLORIDE	11/12/2021	4,355.44	4,355.44	47555	11/30/2021
Total KEMIRA WATER SOLUTIONS INC.:				4,355.44	4,355.44		
LAMP RECYCLERS INC							
18140	113880	INVOICED CUSTOMERS	11/01/2021	1,790.89	1,790.89	47556	11/30/2021
	113880	Impact Fee & Pickup chrg	11/01/2021	264.70	264.70	47556	11/30/2021
	113880	Lobby Collection	11/01/2021	115.34	115.34	47556	11/30/2021
	113880	Waupun Utilities	11/01/2021	9.23	9.23	47556	11/30/2021
	113880	Waupun Utilities	11/01/2021	6.93	6.93	47556	11/30/2021
	113880	Waupun Utilities	11/01/2021	6.93	6.93	47556	11/30/2021
	113880	WWTP Lamp Recycling	11/01/2021	17.84	17.84	47556	11/30/2021
Total LAMP RECYCLERS INC:				2,211.86	2,211.86		
M.T.S.R. LLC							
19075	4696	Unit #20 Injector Repair	10/19/2021	102.11	102.11	47516	11/10/2021
	4696	Unit #20 Injector Repair	10/19/2021	102.11	102.11	47516	11/10/2021
	4696	Unit #20 Injector Repair	10/19/2021	816.95	816.95	47516	11/10/2021
	4911	Unit #20 Towing	10/28/2021	312.00	312.00	47516	11/10/2021
	4911	Unit #20 Towing	10/28/2021	39.00	39.00	47516	11/10/2021
	4911	Unit #20 Towing	10/28/2021	39.00	39.00	47516	11/10/2021
Total M.T.S.R. LLC:				1,411.17	1,411.17		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
MACQUEEN EQUIPMENT LLC							
19150	E00668	2022 Vactor Unit #23	11/01/2021	343,428.80	343,428.80	47517	11/10/2021
	E00668	2022 Vactor Unit #23	11/01/2021	42,928.60	42,928.60	47517	11/10/2021
	E00668	2022 Vactor Unit #23	11/01/2021	42,928.60	42,928.60	47517	11/10/2021
	E00668	Unit #20 Trade In Credit	11/01/2021	30,000.00-	30,000.00-	47517	11/10/2021
Total MACQUEEN EQUIPMENT LLC:				399,286.00	399,286.00		
MARTELLE WATER TREATMENT INC.							
20250	22478	HYDROFLUOSILICIC ACID BULK	11/04/2021	759.50	759.50	47557	11/30/2021
	22478	Chlorine	11/04/2021	1,124.00	1,124.00	47557	11/30/2021
	22478	SODIUM BISULFITE 40%	11/04/2021	604.50	604.50	47557	11/30/2021
	22481	Castic Soda 50% Bulk	11/05/2021	3,267.25	3,267.25	47557	11/30/2021
Total MARTELLE WATER TREATMENT INC.:				5,755.25	5,755.25		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-1027-DEC 2	BASIC GROUP LIFE INS PREMIUM	11/01/2021	306.36	306.36	47526	11/10/2021
	2832L-1027-DEC 2	EMPLOYER CONTRIBUTION 20%	11/01/2021	11.68	11.68	47526	11/10/2021
	2832L-1027-DEC 2	EMPLOYER CONTRIBUTION 20%	11/01/2021	9.28	9.28	47526	11/10/2021
	2832L-1027-DEC 2	EMPLOYER CONTRIBUTION 20%	11/01/2021	9.00	9.00	47526	11/10/2021
Total SECURIAN FINANCIAL GROUP INC:				336.32	336.32		
MIRON CONSTRUCTION CO INC							
25700	210790-PA 5	Pay Application 5 - WWTP Upgrade	11/01/2021	6,050,177.35	6,050,177.35	30015	11/17/2021
Total MIRON CONSTRUCTION CO INC:				6,050,177.35	6,050,177.35		
MSA PROFESSIONAL SERVICES INC							
28200	R00019010.0-34	Amendment #1	11/11/2021	285.25	285.25	47558	11/30/2021
	R00019010.0-34	Amendment #1	11/11/2021	285.25	285.25	47558	11/30/2021
Total MSA PROFESSIONAL SERVICES INC:				570.50	570.50		
MULCAHY SHAW WATER INC.							
29200	323752	Temperature Sensor	11/08/2021	258.31	258.31	47519	11/10/2021
Total MULCAHY SHAW WATER INC.:				258.31	258.31		
NAPA AUTO PARTS							
30900	32905	Unit #56 Filter	11/02/2021	19.94	19.94	47520	11/10/2021
	329206	WWTP Make-up Air Unit Belt	11/02/2021	28.44	28.44	47520	11/10/2021
	329328	Unit #149 Filter	11/03/2021	17.38	17.38	47520	11/10/2021
	329665	Unit #23 Hose and Fittings	11/05/2021	99.52	99.52	47520	11/10/2021
	329665	Unit #23 Hose and Fittings	11/05/2021	12.44	12.44	47520	11/10/2021
	329665	Unit #23 Hose and Fittings	11/05/2021	12.44	12.44	47520	11/10/2021
	329898	Unit #16 Filter	11/09/2021	6.01	6.01	47520	11/10/2021
	329898	Unit #16 Filter	11/09/2021	6.02	6.02	47520	11/10/2021
	329898	Unit #16 Filter	11/09/2021	6.01	6.01	47520	11/10/2021
	330034	Unit #4 Air Filter	11/10/2021	39.89	39.89	47559	11/30/2021
	330040	Unit #25 Oil Filter	11/10/2021	5.03	5.03	47559	11/30/2021
	330367	Rags in a Box	11/12/2021	27.98	27.98	47559	11/30/2021
	330402	Rags in a Box	11/12/2021	111.92	111.92	47559	11/30/2021
	330669	Unit #32 Oil Filter	11/16/2021	6.17	6.17	47559	11/30/2021
	330669	Unit #32 Oil Filter	11/16/2021	6.17	6.17	47559	11/30/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total NAPA AUTO PARTS:				405.36	405.36		
OFFICE DEPOT							
38880	208519921001	Urinal Screens - Main Bld	11/02/2021	10.84	10.84	47560	11/30/2021
	208519921001	Urinal Screens - Main Bld	11/02/2021	8.61	8.61	47560	11/30/2021
	208519921001	Urinal Screens - Main Bld	11/02/2021	8.34	8.34	47560	11/30/2021
	208520128001	OFFICE SUPPLIES	11/02/2021	21.70	21.70	47560	11/30/2021
	208520128001	OFFICE SUPPLIES	11/02/2021	17.25	17.25	47560	11/30/2021
	208520128001	OFFICE SUPPLIES	11/02/2021	16.70	16.70	47560	11/30/2021
	210526377001	OFFICE SUPPLIES	11/18/2021	12.14	12.14	47560	11/30/2021
	210526377001	OFFICE SUPPLIES	11/18/2021	9.65	9.65	47560	11/30/2021
	210526377001	OFFICE SUPPLIES	11/18/2021	9.33	9.33	47560	11/30/2021
	210538056001	OFFICE SUPPLIES	11/18/2021	8.30	8.30	47560	11/30/2021
	210538056001	OFFICE SUPPLIES	11/18/2021	6.59	6.59	47560	11/30/2021
	210538056001	OFFICE SUPPLIES	11/18/2021	6.38	6.38	47560	11/30/2021
Total OFFICE DEPOT:				135.83	135.83		
O'REILLY AUTO PARTS							
38970	2391-450114	Unit #149 Connector	11/03/2021	7.98	7.98	47521	11/10/2021
	2391-450722	Unit #23 Oil	11/10/2021	36.49	36.49	47561	11/30/2021
	2391-450722	Unit #23 Oil	11/10/2021	36.50	36.50	47561	11/30/2021
	2391-451278	Unit #32 Filter	11/16/2021	19.36	19.36	47561	11/30/2021
	2391-451278	Unit #32 Filter	11/16/2021	19.35	19.35	47561	11/30/2021
Total O'REILLY AUTO PARTS:				119.68	119.68		
OSHKOSH OFFICE SYSTEMS							
39000	AR68884	MTHLY CLICK COUNTS	11/03/2021	106.35	106.35	47522	11/10/2021
	AR68884	MTHLY CLICK COUNTS	11/03/2021	84.53	84.53	47522	11/10/2021
	AR68884	MTHLY CLICK COUNTS	11/03/2021	81.81	81.81	47522	11/10/2021
Total OSHKOSH OFFICE SYSTEMS:				272.69	272.69		
PIGGLY WIGGLY							
41200	S00236-5372	Donuts	11/03/2021	7.80	7.80	47523	11/10/2021
	S00236-5372	Donuts	11/03/2021	6.20	6.20	47523	11/10/2021
	S00236-5372	Donuts	11/03/2021	6.00	6.00	47523	11/10/2021
	S00238-00026	SUPPLIES FOR KITCHEN,OFFC, ETC	11/18/2021	11.03	11.03	47562	11/30/2021
	S00238-00026	SUPPLIES FOR KITCHEN,OFFC,ETC	11/18/2021	8.76	8.76	47562	11/30/2021
	S00238-00026	SUPPLIES FOR KITCHEN,OFFC,ETC	11/18/2021	8.48	8.48	47562	11/30/2021
	S00238-7299	SUPPLIES FOR KITCHEN,OFFC, ETC	11/08/2021	16.91	16.91	47562	11/30/2021
	S00238-7299	SUPPLIES FOR KITCHEN,OFFC,ETC	11/08/2021	13.44	13.44	47562	11/30/2021
	S00238-7299	SUPPLIES FOR KITCHEN,OFFC,ETC	11/08/2021	13.00	13.00	47562	11/30/2021
	S00238-9553	Beverages	11/16/2021	31.86	31.86	47562	11/30/2021
	S00238-9553	Sympathy Card	11/16/2021	1.36	1.36	47562	11/30/2021
	S00238-9553	Sympathy Card	11/16/2021	1.08	1.08	47562	11/30/2021
	S00238-9553	Sympathy Card	11/16/2021	1.05	1.05	47562	11/30/2021
	S00238-9987	Ice - WPPI Meeting	11/18/2021	6.36	6.36	47562	11/30/2021
Total PIGGLY WIGGLY:				133.33	133.33		
POWER SYSTEM ENGINEERING INC							
42800	9039467	GIS SUPPORT	11/10/2021	2,064.48	2,064.48	47563	11/30/2021
	9039467	GIS SUPPORT	11/10/2021	1,641.00	1,641.00	47563	11/30/2021
	9039467	GIS SUPPORT	11/10/2021	1,588.07	1,588.07	47563	11/30/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total POWER SYSTEM ENGINEERING INC:				5,293.55	5,293.55		
REGISTRATION FEE TRUST							
45425	UNIT 23	License/Title fee for Unit#23 Vac Truck	10/26/2021	8.55	8.55	47524	11/10/2021
	UNIT 23	License/Title fee for Unit#23 Vac Truck	10/26/2021	8.55	8.55	47524	11/10/2021
	UNIT 23	License/Title fee for Unit#23 Vac Truck	10/26/2021	68.40	68.40	47524	11/10/2021
Total REGISTRATION FEE TRUST:				85.50	85.50		
RESCO							
46400	813731-02	(6) 25KVA Padmount 1 phase	11/01/2021	9,876.00	9,876.00	47525	11/10/2021
Total RESCO:				9,876.00	9,876.00		
SABEL MECHANICAL LLC							
50300	21584	Hauler Rental - Dec	11/15/2021	4,000.00	4,000.00	47564	11/30/2021
	4022	Harris Lift Station Troubleshoot	11/18/2021	871.25	871.25	47564	11/30/2021
Total SABEL MECHANICAL LLC:				4,871.25	4,871.25		
SEERA							
51535	WAUPUN/OCT 202	"WAUPUN" FOCUS PROGRAM FEE	10/31/2021	2,684.58	2,684.58	47527	11/10/2021
Total SEERA:				2,684.58	2,684.58		
SPECTRUM BUSINESS							
52500	3338111321	Internet Services	11/13/2021	82.84	82.84	47565	11/30/2021
	3338111321	Internet Services	11/13/2021	65.84	65.84	47565	11/30/2021
	3338111321	Internet Services	11/13/2021	63.72	63.72	47565	11/30/2021
	3338111321	Monthly Service Exp 1st & 2nd	11/13/2021	107.09	107.09	47565	11/30/2021
	3338111321	Mthly Service Exp 1st & 2nd Ln	11/13/2021	85.13	85.13	47565	11/30/2021
	3338111321	Mthly Service Exp 1st&2nd Line	11/13/2021	82.38	82.38	47565	11/30/2021
	3338111321	Water Plant Voice Serv	11/13/2021	79.98	79.98	47565	11/30/2021
	3338111321	WasteWater Voice Serv	11/13/2021	79.98	79.98	47565	11/30/2021
Total SPECTRUM BUSINESS:				646.96	646.96		
SPEE-DEE							
52600	456045	SERVICE CHRG for WATER SAMPLES	10/30/2021	49.88	49.88	47528	11/10/2021
	468650	SERVICE CHRG for WATER SAMPLES	11/13/2021	42.76	42.76	47566	11/30/2021
Total SPEE-DEE:				92.64	92.64		
STRAND ASSOCIATES INC							
53800	174743	R & R Assessment & Emergency Response Plan	11/01/2021	2,192.18	2,192.18	47567	11/30/2021
	175760	R & R Assessment & Emergency Response Plan	11/01/2021	776.53	776.53	47567	11/30/2021
	176764	R & R Assessment & Emergency Response Plan	11/03/2021	812.50	812.50	47567	11/30/2021
Total STRAND ASSOCIATES INC:				3,781.21	3,781.21		
SUPERIOR CHEMICAL CORP							
54200	314554	VEHICLE WASH/WAX	11/01/2021	112.50	112.50	47529	11/10/2021
	316510	Squeegee & Handle	10/14/2021	199.18	199.18	47529	11/10/2021
Total SUPERIOR CHEMICAL CORP:				311.68	311.68		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
USA BLUE BOOK							
59600	778829	Polymer and Brush	11/02/2021	40.58	40.58	47530	11/10/2021
Total USA BLUE BOOK:				40.58	40.58		
VAN BUREN, JEROME and/or SANDRA							
60800	16096090-20	OCT 2 SOLAR CREDIT	11/03/2021	188.41	188.41	47531	11/10/2021
Total VAN BUREN, JEROME and/or SANDRA:				188.41	188.41		
VANDE ZANDE & KAUFMAN LLP							
61200	11/04/2021	Easement	11/04/2021	91.25	91.25	47532	11/10/2021
	11/04/2021	BioMass Agreement	11/04/2021	853.75	853.75	47532	11/10/2021
Total VANDE ZANDE & KAUFMAN LLP:				945.00	945.00		
VERIZON WIRELESS							
62900	9893366517	CELLPHONE MTHLY EXPENSES	11/21/2021	110.63	110.63	47572	11/30/2021
	9893366517	CELPHONE MTHLY EXPENSES	11/21/2021	87.93	87.93	47572	11/30/2021
	9893366517	CELLPHONE MTHLY EXPENSES	11/21/2021	480.08	480.08	47572	11/30/2021
	9893366517	DPW'S MTHLY/DATA TABLET CHRGS	11/21/2021	58.05	58.05	47572	11/30/2021
Total VERIZON WIRELESS:				736.69	736.69		
VERONA SAFETY SUPPLY INC							
63200	53524	Safety Supplies	11/04/2021	280.93	280.93	47533	11/10/2021
	53524	Safety Supplies	11/04/2021	280.92	280.92	47533	11/10/2021
Total VERONA SAFETY SUPPLY INC:				561.85	561.85		
WAUPUN, CITY OF							
74400	894	Lamp Recycling Postage	11/01/2021	38.16	38.16	47535	11/10/2021
	PILOT NOV 2021	property Tax Pilot - Nov 2021	11/01/2021	30,064.00	30,064.00	47535	11/10/2021
	PILOT NOV 2021	property Tax Pilot - Nov 2021	11/01/2021	24,930.00	24,930.00	47535	11/10/2021
	SWATER - OCT 202	Stormwater Receipts	10/31/2021	48,905.11	48,905.11	47535	11/10/2021
	TRASH OCT 2021	Trash/Recycling Collection	10/31/2021	38,677.51	38,677.51	47535	11/10/2021
Total WAUPUN, CITY OF:				142,614.78	142,614.78		
WAUPUN FOOD PANTY							
75450	BISHOP MEMORIA	Memorial Donation - Rohn Bishop Sr.	11/16/2021	19.50	19.50	47539	11/16/2021
	BISHOP MEMORIA	Memorial Donation - Rohn Bishop Sr.	11/16/2021	15.50	15.50	47539	11/16/2021
	BISHOP MEMORIA	Memorial Donation - Rohn Bishop Sr.	11/16/2021	15.00	15.00	47539	11/16/2021
Total WAUPUN FOOD PANTY:				50.00	50.00		
WAUPUN MEMORIAL HOSPITAL							
76100	35159	Flu Shot Clinic	11/01/2021	88.92	88.92	47534	11/10/2021
	35159	Flu Shot Clinic	11/01/2021	70.68	70.68	47534	11/10/2021
	35159	Flu Shot Clinic	11/01/2021	68.40	68.40	47534	11/10/2021
	35159	DOT Drug Test - C Flegner	11/01/2021	57.50	57.50	47534	11/10/2021
	35159	DOT Drug Test - Smith	11/01/2021	57.50	57.50	47534	11/10/2021
Total WAUPUN MEMORIAL HOSPITAL:				343.00	343.00		
WAUPUN UTILITIES							
76800	11/18/2021-PETTY	Postage WWTP Miron Check	11/18/2021	7.95	7.95	47573	11/30/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WAUPUN UTILITIES:				7.95	7.95		
WINCAN LLC							
83500	6324	Annual Service Support for WinCan Software	11/09/2021	1,500.00	1,500.00	47581	11/30/2021
Total WINCAN LLC:				1,500.00	1,500.00		
WISCONSIN CORRECTIONAL CENTER							
84300	18496	Inmate Labor 08/15/2021-08/28/2021	11/04/2021	108.00	108.00	47582	11/30/2021
Total WISCONSIN CORRECTIONAL CENTER:				108.00	108.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	694461	Fluoride	10/31/2021	26.00	26.00	47536	11/10/2021
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
WAUPUN UTILITIES (Refund Acct)							
100000	15036200.21	Ref Overpaymt frm: 528 Grandview Ave	11/23/2021	136.48	136.48	47580	11/30/2021
	15038675.22	Ref Overpaymt frm: 715 Visser St	11/23/2021	1.87	1.87	47576	11/30/2021
	16094380.21	Ref Overpaymt frm: 913 Fraser Ln Apt 15	11/23/2021	161.13	161.13	47578	11/30/2021
	17058038.30	Ref Overpaymt frm: 110 S Harris Ave Apt 107	11/23/2021	99.23	99.23	47579	11/30/2021
	20081420.26	Ref Overpaymt frm: 717 E Jefferson	11/23/2021	35.90	35.90	47575	11/30/2021
	20084600.21	Ref Overpaymt frm: 534 E Main	11/23/2021	1,554.80	1,554.80	47577	11/30/2021
	2008663.20	Ref Overpaymt frm: 20086630.20	11/23/2021	62.00	62.00	47574	11/30/2021
	2008663.20	Ref Overpaymt frm: 20086630.20	11/23/2021	32.00	32.00	47574	11/30/2021
	2008663.20	Ref Overpaymt frm: 20086630.20	11/23/2021	7.00	7.00	47574	11/30/2021
Total WAUPUN UTILITIES (Refund Acct):				2,090.41	2,090.41		
Grand Totals:				6,796,774.14	6,796,774.14		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
11/01/2021	1	2020 Revenue Bond Pmt - Interest Only	9-1131-0000-00	COMBINED CASH		26,720.99-
		2020 Revenue Bond Pmt - Interest Only	3-2237-0000-00	INTEREST ACCRUED	26,720.99	
2						
					.00*	
11/07/2021	2	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	4.35	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	3.46	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	3.34	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH		11.15-
3						
					.00*	
11/29/2021	3	Record Sept's Wholesale Power Bill ACH	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	648,683.98	
		Record Sept's Wholesale Power Bill ACH	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,264.02	
		Record Sept's Wholesale Power Bill ACH	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,095.68	
		Record Sept's Wholesale Power Bill ACH	9-1131-0000-00	COMBINED CASH		651,043.68-
4						
					.00*	
11/10/2021	4	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,117.83	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	409.07	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	632.13	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		2,159.03-
5						
					.00*	
11/05/2021	5	Record Oct's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	22,967.91	
		Record Oct's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		22,967.91-
6						
					.00*	
11/10/2021	6	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,450.75	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	88.78	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	141.24	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		1,680.77-
7						
					.00*	
11/12/2021	7	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPENSES	199.82	
		Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSES	55.34	
		Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSES	52.26	
		Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		307.42-
8						
					.00*	
11/03/2021	8	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	2,346.14	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	649.70	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	613.61	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		3,609.45-

Documents: 8 Transactions: 28

Total CD:

708,500.40 708,500.40-

Grand Totals:

708,500.40 708,500.40-

Account Number	Account Title	Debit Amount	Credit Amount
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Account Number	Account Title	Debit Amount	Credit Amount
1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	651,256.91	
1-2241-2416-00	TAX COLL PAY - SALES TAX	22,967.91	
1-5921-0000-20	OFFICE SUPPLIES AND EXPENSES	199.82	
1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	2,346.14	
2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,765.33	
2-5921-0000-20	OFFICE SUPPLIES & EXPENSES	55.34	
2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	649.70	
3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,872.39	
3-2237-0000-00	INTEREST ACCRUED	26,720.99	
3-5851-0000-20	OFFICE SUPPLIES & EXPENSES	52.26	
3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	613.61	
9-1131-0000-00	COMBINED CASH		708,500.40-
Summary Totals:		708,500.40	708,500.40-
Proof:			.00



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: December 13, 2021
SUBJECT: October 2021 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

Electric utility construction activity consisted of continued infrastructure upgrades on West Jefferson and S. West Streets and work on ATC clearance upgrades in addition to several infrastructure upgrades for customers. The ATC project will be billed upon completion of the work in late 2021. Water and Sewer construction for the Rock / Newton street reconstruction project is substantially complete for the Utilities and awaiting final billings from the contractor.

Construction at the WWTP continues with monthly Disbursement Requests being processed through the USDA. Progression is being made on the ABNR mix tank, pump station, green house and process buildings including installation of racking and glass piping in the green house.

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

Sales

Electric

- Monthly kWh sales were **3.4%** above budget & **6.8%** higher than October 2020 on higher sales to Large and Industrial Power customers.
- YTD kWh sales were **2.4%** above budget & **3.3 %** higher than October 2020 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **4.2%** below budget & **2.7%** lower than October 2020 sales; usage decreases on a continued trend from three industrial water customers.
- YTD water sales were **0.7%** above budget & **1.0%** lower than October 2020 YTD actual sales.

Sewer

- Monthly sales units of 100 cubic feet were **16.1%** below budget & **7.6%** lower than October 2020 sales due to lower public authority volume. Sales to public authority customers continue to remain affected by the onset of COVID beginning in the spring of 2020 and have not returned to historical averages.
- YTD sewer sales were **13.6%** below budget & **14.8%** lower than October 2020 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expense were above budget \$454,700 and \$360,900, respectively, due to higher than budgeted PCAC costs charged by WPPI and passed to customers through the monthly adjustment charge and a slight increase in kWh's sold.
- Gross margin was \$93,800 above budget.
- Operating expenses were \$81,700 below budget primarily due to continued labor hours and material being applied to billable construction work orders than operational expenses.

- Operating income was \$361,500 or \$221,800 **above** budget from higher than budgeted PCAC pass-through revenues and lower overall expenses / customer work.
- Net income was \$371,600 or \$286,100 **above** budget primarily from the increase in operating revenues from kWh sale increases, PCAC pass-through's and lower than budgeted operating expenses from billable customer work.

Water

- Operating revenues were \$17,500 **above** budget due to overall slightly higher consumption for residential, multi-family and commercial customers for the year.
- Operating expenses were \$145,700 **below** budget due to less maintenance and chemical-related costs from fewer main breaks experienced compared to prior years. The decrease is attributed to the water crew's leak detection and prevention program that has ramped up in recent years.
- Operating income was \$658,500 or \$135,100 **above** budget from lower than budgeted operating expenses.
- Net income was \$547,100 or \$133,500 **above** budget.

Sewer

- Operating revenues were \$275,600 **below** budget from continued lower public authority sales from the Department of Corrections facilities from changes in operations due to COVID-19.
- Operating expenses were \$76,100 **above** budget due to costs associated with WWTF operations during construction. A temporary increase in sludge hauling and belt press rental costs will remain until December 2021 when the belt press building is completed during the WWTF upgrade.
- Operating loss was (\$190,700) or \$(386,500) **below** budget.
- Net (loss) was (\$274,300) or \$(418,100) **below** budget largely due to the decrease in public authority consumption related to COVID-19 operational changes and increased expenses incurred during WWTF construction.

Balance Sheets

Electric

- Balance sheet **decreased** \$38,000 from September 2021 as a result of a decrease in sales and related receivables from all customers.
- Unrestricted cash **increased** \$90,500 from the prior month largely due to an increase in collections from higher September 2021 billings and receivable balances.
- Net position **decreased** \$6,400 from September 2021 from the lower receivables balances associated with higher revenues in the prior month.

Water

- Balance sheet **increased** \$46,900 from September 2021 largely due to an increase in collections offset by an equipment replacement fund cash transfer and street construction payments made during the month.
- Total unrestricted and restricted cash **increased** \$90,100 from the change in monthly payment collections and payments associated with the Rock/Newton street reconstruction project. The utility also completed its final cash transfer to the water equipment replacement fund in the amount of \$8,100. The Commission approved a Resolution in 2018 to fund the water equipment replacement fund at a max of \$500,000 for eventual replacement of R/O filter membranes at the treatment facility. The equipment replacement fund is fully funded.
- Net position **increased** by \$39,000 primarily due to the increases in cash position mentioned previously.

Sewer

- Balance sheet **increased** \$1,677,000 from September 2021 as a result of construction work in progress at the WWTF offset by Disbursement Reimbursements from the USDA (classified as debt) and plant associated with the Rock/Newton street reconstruction project.

- Unrestricted cash **decreased** \$3,100 primarily from payments associated with temporary WWTF expenses (sludge hauling & belt press rental) and payments for the Rock/Newton project.
- Long-term debt **increased** \$1,701,000 from the receipt of funds from you USDA for Disbursement Request #7 for the WWTP upgrade.
- Net position **decreased** \$32,400 from a net of cash payments related to capital improvements & operating expenses.

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 **increased** \$193,700 or **2.2%** from September 2021 primarily from increases in payment collections offset by payments related to the Rock/Newton street reconstruction project and temporary sewer operating costs incurred during WWTF upgrade construction.
- Received interest and distributions of \$9,400 and recorded an unrealized **negative** market adjustment of (\$10,400), along with \$500 in management fees, resulting in a net portfolio **loss** of \$1,500 for the month.
- Total interest and investment income earned (lost) on all accounts for the month was (\$4,800) and \$4,000 year-to-date.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

Total Project Budget (As of 4/14/2021):	\$ 36,008,000
Total Project Costs to Date (Thru 12/8/2021):	\$ 17,507,450
Loan Draws – Project to Date: (Thru 12/8/2021):	\$ 15,328,535
Disburse Request #9 – Requested (12/7/2021):	\$ 1,998,826
Disburse Request #8 – Paid (11/17/2021):	\$ 6,162,117

Tax Roll Process

The utility mailed tax roll notice letters to customers on October 15, 2021 notifying them of the tax roll timeline and process in accordance with Wisconsin State statutes. As of November 1, 2021, customers were assessed a 10% penalty on their outstanding balance. The outstanding balances (including penalty) were transferred to the tax roll on November 15, 2021 and will be remitted to the utility in late December 2021 or early January 2022.

2021 USDA Revenue Bond Closing – Final Loan

The USDA has given the direction to close our 4th and final loan in the amount of \$5,000,000 as was discussed during the November 2021 Commission meeting. The 2022 sewer budget forecasts the first three loans will be exhausted by the 2nd Quarter of 2022 and the addition of this 4th and final loan will be applied in 2022. Once all loans are exhausted our grant funding will be expended for the remainder of the project. Approval of the Loan Issuance Resolution was completed at the November Commission meeting and a loan pre-closing is scheduled for December 15, 2021.

Biomass Agreement Extension

Per the Utility Commission's request at the November 2021 Commission meeting, the utility provided a copy of the final draft of the "First Amended and Restated Biomass Sales Agency Agreement" to the City Attorney for review and input. The City Attorney posed several questions and clarifications within the agreement which were addressed through modified language within the contract. All final revisions were agreed upon by both parties and the City Attorney provided the authorization to proceed with contract signatures. The final version of the Agreement is dated December 1, 2021 and signatures from both parties were obtained signifying the completion of the Revised Agreement. Management and its Sales Agent will proceed with the development of a "Master Supply Agreement" as detailed in the First Amended contract to solidify general terms and conditions associated with biomass sales in all future sales contracts. Management anticipates the "Master Supply Agreement" template to be finalized by the Spring of 2022.

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

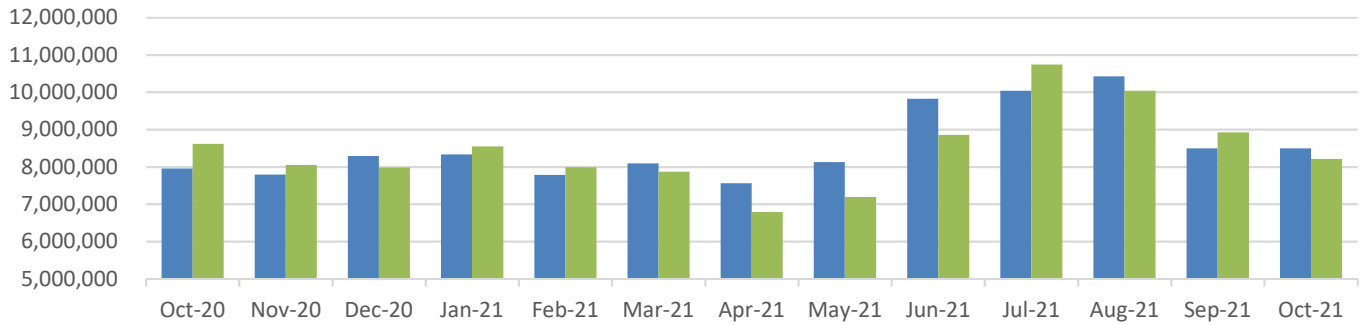
Waupun Utilities											
Construction and Plant Additions Summary											
October 2021											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ 3,548	\$ 11,433	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,433	\$ 10,000
Overhead and underground conductor and devices	-	-	10,000	-	-	-	-	-	-	-	10,000
Transformers	-	73,343	70,000	-	-	-	-	-	-	73,343	70,000
Overhead and Underground Services	1,848	14,058	15,000	-	-	-	-	-	-	14,058	15,000
LED street lighting	3,450	17,637	50,000	-	-	-	-	-	-	17,637	50,000
Voltage conversion	-	-	25,000	-	-	-	-	-	-	-	25,000
Rebuild overhead line	1,069	73,210	146,000	-	-	-	-	-	-	73,210	146,000
Underground wire and equipment upgrade	-	5,533	30,000	-	-	-	-	-	-	5,533	30,000
CIAC - Work Invoiced to Customer / Others	14,991	81,830	-	-	-	-	-	2,285	-	84,115	-
City of Waupun - Shared Services	273	2,233	-	-	332	-	-	685	-	3,250	-
Rock / Newton street reconstruction	-	-	-	29,095	408,950	545,600	23,033	347,927	505,900	756,877	1,051,500
S. Madison street reconstruction - phase 2 <i>(Postponed)</i>	-	-	-	-	-	448,300	-	-	661,800	-	1,110,100
Harris Lift Station reconfiguration	-	-	-	-	134,400	200,000	-	-	-	134,400	200,000
WWTF Construction Upgrade - ABNR	-	-	-	1,599,462	6,690,806	15,668,000	-	-	-	6,690,806	15,668,000
CIPP Sewer lining	-	-	-	-	40,939	45,000	-	-	-	40,939	45,000
Meters	-	4,044	6,000	-	-	-	-	12,923	11,500	16,967	17,500
Miscellaneous Work Orders	-	331	-	171	4,485	-	254	16,509	-	-	-
TOTAL CONSTRUCTION	\$ 25,179	\$ 283,652	\$ 362,000	\$ 1,628,728	\$ 7,279,912	\$ 16,906,900	\$ 23,287	\$ 380,329	\$ 1,179,200	\$ 7,922,569	\$ 18,448,100
CARRYOVER PROJECTS:											
ATC - Increase clearance work	22,725	101,966	-	-	-	-	-	-	-	101,966	-
Newton/Rock Avenue Engineering	-	-	-	605	46,977	71,875	605	41,058	55,215	88,034	127,090
Madison St Engineering & Construction - Phase 2	-	-	-	-	4,310	-	-	4,310	-	8,620	-
WWTF Phosphorus Upgrade Engineering	-	-	-	101,394	2,597,013	3,804,000	-	-	-	2,597,013	3,804,000
PLANT ADDITIONS:											
Description	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Accounting software upgrade	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 15,000
Replace wire cutter/hydraulic press & misc tools	-	2,715	15,000	-	-	-	-	-	-	2,715	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	3,600	-	3,466	3,600	-	3,467	3,600	10,399	10,800
GIS Collector & handheld meter reader	-	2,750	3,330	-	1,726	3,330	-	4,114	3,330	8,590	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	13,000	-	-	-	11,011	13,000
Belt press building equipment replacement	-	-	-	9,643	9,643	13,000	-	-	-	9,643	13,000
Intermediate east and west clarifier rebuild	-	-	-	-	20,000	43,000	-	-	-	20,000	43,000
UTV with attachments for WWTP	-	-	-	-	28,501	29,000	-	-	-	28,501	29,000
Other equipment replacement	-	-	-	-	7,497	4,500	-	4,197	4,500	11,694	9,000
TOTAL PLANT ADDITIONS	\$ -	\$ 93,948	\$ 162,930	\$ 9,643	\$ 92,202	\$ 468,430	\$ -	\$ 13,295	\$ 59,430	\$ 199,445	\$ 690,790

Sales and Revenues Dashboard - Oct 2021

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	8,496,645	↑ 3.4%	↑ 2.4%	Power Costs	\$ 645,859	↑ 16.3%	↑ 5.7%
Revenues	\$ 806,932	↑ 10.4%	↑ 5.7%	Gross Margin	\$ 161,072	↓ -8.3%	↑ 5.7%

kWhs Sold

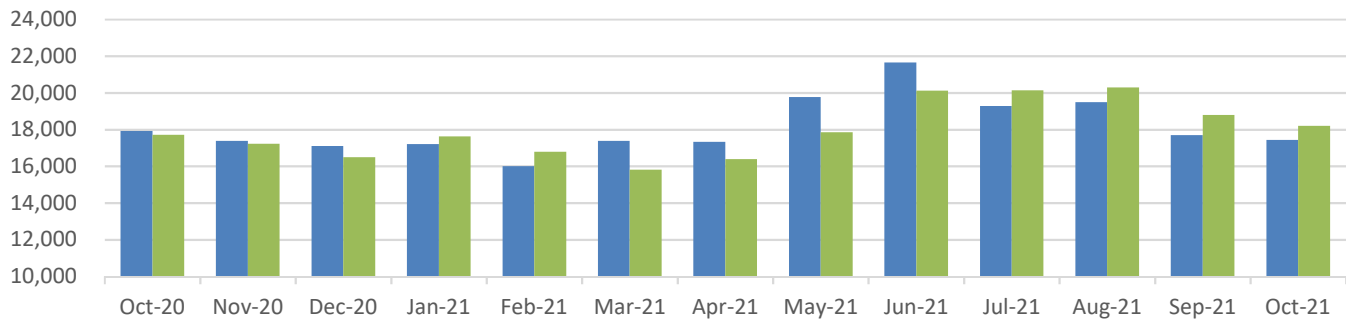
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	17,445	↓ -4.2%	↑ 0.7%	Revenues	\$ 140,695	↓ -2.0%	↑ 0.8%

Water Cubic Feet (100's) Sold

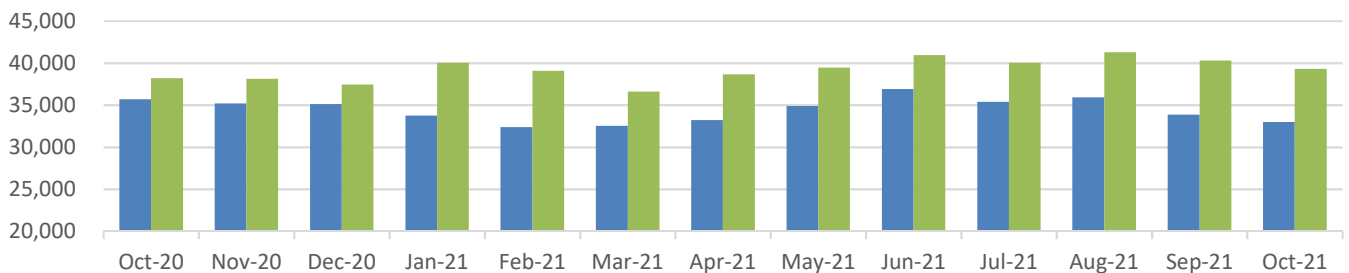
■ Actual ■ Budgeted



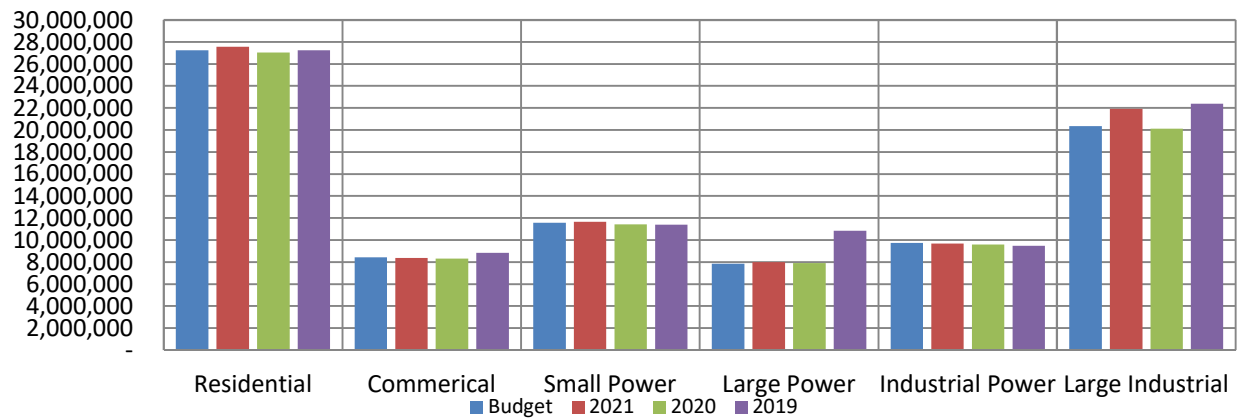
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	32,987	↓ -16.1%	↓ -13.6%	Revenues	\$ 158,691	↓ -17.8%	↓ -15.1%

Sewer Cubic Feet (100's) Treated

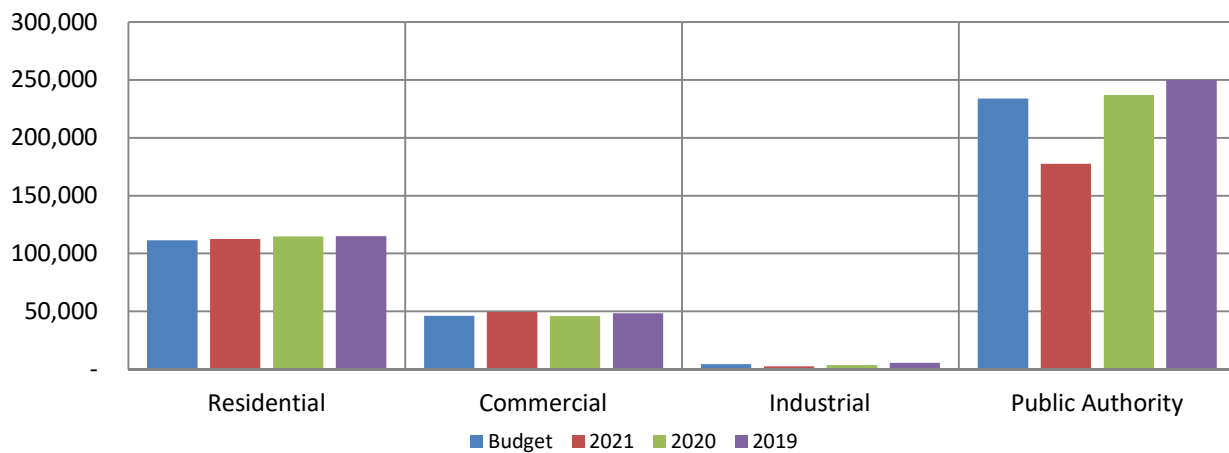
■ Actual ■ Budgeted



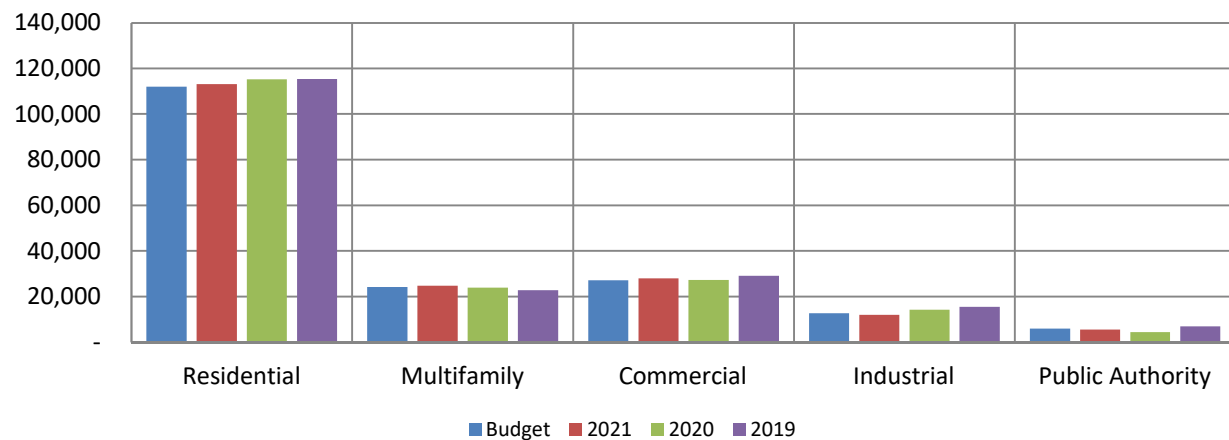
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Oct 2019	Oct 2020	Oct 2021
Sales of Electricity	\$ 9,766,429	\$ 9,419,060	\$ 9,888,962
Purchased Power	7,733,839	7,353,037	7,806,561
Gross Margin	2,032,590	2,066,023	2,082,401
	20.8%	21.9%	21.1%
Other Operating Revenues	103,769	91,221	179,587
Operating Expenses			
Distribution expense	361,416	351,806	265,732
Customer accounts expense	117,011	129,347	116,689
Advertising expense	939	345	5,700
Administrative & general expense	420,958	417,834	385,507
Total operating expenses	900,323	899,332	773,628
Other Operating Expenses			
Depreciation expense	588,562	601,694	656,158
Taxes	347,620	353,943	332,985
Total other operating expenses	936,182	955,637	989,143
Operating Income	299,853	302,275	499,216
Other Income (Expense)			
Capital contributions	93,849	22,649	52,249
Interest expense	(32,153)	(39,544)	(29,350)
Amortization of debt-related costs	(17,306)	(30,621)	(6,936)
Other	16,623	(11,162)	151,290
Total other income (expense)	61,012	(58,678)	167,253
Net Income	\$ 360,865	\$ 243,598	\$ 666,469

Regulatory Operating Income	363,782	405,871	562,700
Rate of Return	4.35	4.83	6.72
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	4.5	4.6	5.0
Months of Unrestricted Cash on Hand	2.4	2.9	3.6
Equity vs Debt	0.87	0.89	0.91
Asset Utilization	0.51	0.52	0.54
Combined E&W Debt Coverage	3.17	3.04	4.31
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 Oct, 31 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,888,962	\$ 8,417,043	\$ 7,962,296	\$ 454,747
Purchased Power	7,806,561	6,685,695	6,324,753	360,942
Gross Margin	2,082,401	1,731,348	1,637,543	93,805
	21.1%	20.6%	20.6%	
Other Operating Revenues	179,587	157,652	70,330	87,322
Operating Expenses				
Distribution expense	265,732	256,227	320,194	(63,967)
Customer accounts expense	116,689	98,355	96,260	2,095
Advertising expense	5,700	4,870	1,330	3,540
Administrative & general expense	385,507	315,561	338,950	(23,389)
Total operating expenses	773,628	675,013	756,734	(81,721)
Other Operating Expenses				
Depreciation expense	656,158	551,380	510,440	40,940
Taxes	332,985	301,062	300,960	102
Total other operating expenses	989,143	852,442	811,400	41,042
Operating Income	499,216	361,545	139,739	221,806
Other Income (Expense)				
Capital contributions	52,249	18,889	-	18,889
Interest expense	(29,350)	(24,000)	(24,690)	690
Amortization of debt-related costs	(6,936)	(5,584)	(18,960)	13,376
Other	151,290	20,704	(10,670)	31,374
Total other income (expense)	167,253	10,010	(54,320)	64,330
Net Income	\$ 666,469	\$ 371,555	\$ 85,419	\$ 286,136

	Oct 2021	Sept 2021	Aug 2021	July 2021	June 2021	May 2021	April 2021	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020
Operating Revenues	\$ 806,932	\$ 912,962	\$ 1,110,435	\$ 1,106,125	\$ 935,240	\$ 737,066	\$ 681,277	\$ 721,227	\$ 685,144	\$ 720,635	\$ 769,791	\$ 702,128	\$ 717,547
Purchased Power	645,859	748,222	921,380	922,961	749,942	576,542	515,618	552,817	505,642	546,712	587,379	533,487	550,064
Gross Margin	161,072	164,740	189,054	183,165	185,298	160,524	165,659	168,410	179,502	173,923	182,412	168,640	167,483
	20.0%	18.0%	17.0%	16.6%	19.8%	21.8%	24.3%	23.4%	26.2%	24.1%	23.7%	24.0%	23.3%
Other Operating Revenues	9,446	10,035	11,257	8,766	9,092	8,586	75,621	9,195	7,922	7,732	9,772	12,164	9,411
Operating Expenses													
Distribution expense	28,782	16,402	21,367	21,068	21,005	30,251	24,956	35,473	29,856	27,066	(9,499)	19,004	11,729
Customer accounts expense	10,767	7,757	8,770	8,738	8,729	12,425	14,467	9,389	9,534	7,779	10,281	8,053	11,420
Advertising expense	1,217	942	1,552	500	(2,873)	(374)	1,318	1,377	512	699	641	190	(7,946)
Administrative & general expense	38,290	27,008	21,859	31,463	21,667	34,775	32,175	30,555	34,420	43,349	39,900	30,046	31,936
Total operating expenses	79,056	52,108	53,548	61,769	48,528	77,078	72,916	76,794	74,322	78,893	41,323	57,292	47,140
Other Operating Expenses													
Depreciation expense	55,138	55,138	55,138	55,138	55,138	55,138	55,138	55,138	53,024	57,252	54,575	50,203	50,203
Taxes	40,242	32,716	27,173	27,373	27,280	28,599	33,595	27,953	28,029	28,102	4,346	27,577	43,441
Total other operating expenses	95,380	87,854	82,311	82,511	82,418	83,737	88,733	83,091	81,053	85,354	58,921	77,780	93,644
Operating Income	(3,918)	34,813	64,452	47,651	63,443	8,296	79,632	17,720	32,049	17,408	91,939	45,732	36,110
Other Income (Expense)													
Capital contributions	593	-	-	9,667	4,101	-	2,986	1,543	-	-	16,233	17,128	-
Interest expense	(2,331)	(2,331)	(2,331)	(2,331)	(2,331)	(2,331)	(2,331)	(2,331)	(2,675)	(2,675)	(2,675)	(2,675)	(2,675)
Amortization of debt-related costs	(558)	(558)	(558)	(558)	(558)	(558)	(558)	(558)	(558)	(558)	(676)	(676)	(676)
Other	(189)	(897)	(390)	(20)	382	184	22,108	(120)	(287)	(66)	(2,287)	733	(1,115)
Total other income (expense)	(2,486)	(3,787)	(3,279)	6,757	1,593	(2,706)	22,204	(1,467)	(3,520)	(3,299)	10,594	14,509	(4,466)
Net Income	\$ (6,404)	\$ 31,025	\$ 61,173	\$ 54,408	\$ 65,036	\$ 5,590	\$ 101,836	\$ 16,253	\$ 28,530	\$ 14,108	\$ 102,533	\$ 60,241	\$ 31,644

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

WATER	Oct 2019	Oct 2020	Oct 2021
Operating Revenues	\$ 2,613,480	\$ 2,593,274	\$ 2,606,886
Operating Expenses			
Source of supply expenses	625	44,781	706
Pumping expenses	90,703	81,509	79,203
Water treatment expenses	175,787	171,641	155,449
Transmission & distribution expenses	296,280	246,304	264,021
Customer accounts expenses	111,890	111,573	99,449
Administrative & general expense	247,702	298,667	264,884
Total operating expenses	922,987	954,475	863,712
Other Operating Expenses			
Depreciation expense	537,874	575,435	585,216
Taxes	382,517	378,619	375,434
Total other operating expenses	920,391	954,054	960,651
Operating Income	770,103	684,744	782,523
Other Income (Expense)			
Capital contributions from customers and municipal	67,178	-	180,432
Interest expense	(134,013)	(155,915)	(119,040)
Amortization of debt-related costs	(58,932)	(106,562)	(17,832)
Other	27,224	9,837	(1,859)
Total other income (expense)	(98,542)	(252,640)	41,701
Net Income	\$ 671,561	\$ 432,104	\$ 824,224
Regulatory Operating Income	815,964	745,055	818,212
Rate of Return	5.98	5.56	6.05
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	33.14	52.71	61.87
Months of Unrestricted Cash on Hand	8.22	13.39	17.41
Equity vs Debt	0.69	0.72	0.75
Asset Utilization	0.36	0.38	0.38

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 Oct 31, 2021

WATER

	Last 12 Months	YTD 2021	YTD Budget	Difference
Operating Revenues	\$ 2,606,886	\$ 2,180,786	\$ 2,163,252	\$ 17,534
Operating Expenses				
Source of supply expenses	706	706	2,830	(2,124)
Pumping expenses	79,203	67,047	73,320	(6,273)
Water treatment expenses	155,449	132,982	171,790	(38,808)
Transmission & distribution expenses	264,021	200,829	267,950	(67,121)
Customer accounts expenses	99,449	83,764	97,430	(13,666)
Administrative & general expense	264,884	223,616	241,320	(17,704)
Total operating expenses	863,712	708,944	854,640	(145,696)
Other Operating Expenses				
Depreciation expense	585,216	498,822	471,440	27,382
Taxes	375,434	314,489	313,700	789
Total other operating expenses	960,651	813,311	785,140	28,171
Operating Income	782,523	658,531	523,472	135,059
Other Income (Expense)				
Capital contributions	180,432	-	-	-
Interest expense	(119,040)	(98,064)	(99,770)	1,706
Amortization of debt-related costs	(17,832)	(14,293)	(14,290)	(3)
Other	(1,859)	899	4,170	(3,271)
Total other income (expense)	41,701	(111,457)	(109,890)	(1,567)
Net Income	\$ 824,224	\$ 547,074	\$ 413,582	\$ 133,492

WATER

	Oct 2021	Sept 2021	Aug 2021	July 2021	June 2021	May 2021	April 2021	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020
Operating Revenues	\$ 213,703	\$ 215,880	\$ 223,135	\$ 223,283	\$ 235,131	\$ 225,151	\$ 212,772	\$ 212,753	\$ 206,483	\$ 212,495	\$ 212,776	\$ 213,324	\$ 214,389
Operating Expenses													
Source of supply expenses	-	-	-	137	-	-	234	219	115	-	-	-	-
Pumping expenses	5,865	6,128	7,074	7,351	6,718	6,320	6,855	7,279	6,866	6,591	6,325	5,830	6,002
Water treatment expenses	12,578	13,424	12,028	16,376	11,316	17,050	10,098	12,642	11,348	16,121	10,745	11,722	14,529
Transmission & distribution expenses	24,580	20,195	39,728	16,469	19,275	25,509	11,537	15,281	16,659	11,595	19,677	43,516	16,016
Customer accounts expenses	9,694	6,850	7,630	8,083	7,663	11,312	8,618	8,393	8,510	7,011	8,607	7,078	10,414
Administrative & general expense	25,989	18,317	14,973	26,191	18,347	26,598	23,938	23,548	20,466	25,249	23,251	18,017	25,094
Total operating expenses	78,707	64,915	81,434	74,607	63,319	86,789	61,281	67,363	63,964	66,566	68,605	86,163	72,055
Other Operating Expenses													
Depreciation expense	49,882	49,882	49,882	49,882	49,882	49,882	49,882	49,882	49,882	49,882	37,193	49,201	49,201
Taxes	34,860	31,132	31,007	30,985	30,977	31,828	30,843	30,903	31,009	30,945	29,738	31,208	34,672
Total operating expenses	84,743	81,014	80,890	80,867	80,859	81,710	80,725	80,786	80,891	80,827	66,931	80,409	83,873
Operating Income	50,254	69,951	60,811	67,810	90,953	56,652	70,766	64,604	61,629	65,101	77,241	46,752	58,461
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	180,432	-	-
Interest expense	(9,636)	(9,636)	(9,636)	(9,636)	(9,636)	(9,636)	(9,636)	(9,636)	(10,489)	(10,487)	(10,488)	(10,488)	(10,488)
Amortization of debt-related costs	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,429)	(1,770)	(1,770)	(1,770)
Other	(215)	(981)	(442)	(39)	(25)	104	2,188	96	100	113	(2,882)	123	122
Total other income (expense)	(11,281)	(12,047)	(11,507)	(11,104)	(11,090)	(10,962)	(8,877)	(10,969)	(11,818)	(11,803)	165,292	(12,134)	(12,136)
Net Income	\$ 38,974	\$ 57,904	\$ 49,304	\$ 56,706	\$ 79,863	\$ 45,690	\$ 61,889	\$ 53,635	\$ 49,811	\$ 53,298	\$ 242,533	\$ 34,617	\$ 46,325

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

SEWER	Oct 2019	Oct 2020	Oct 2021
Operating Revenues	\$ 2,404,753	\$ 2,457,047	\$ 2,206,248
Operating Expenses			
WWTP operation expenses	385,684	360,441	386,089
Laboratory expenses	76,708	77,731	84,932
Maintenance expenses	442,598	403,017	638,890
Customer accounts expenses	151,660	151,304	141,462
Administrative & general expenses	385,496	448,472	445,644
Total operating expenses	1,442,147	1,440,965	1,697,018
Other Operating Expenses			
Depreciation expense	673,983	705,685	724,125
Total other operating expenses	673,983	705,685	724,125
Operating Income	288,624	310,398	(214,894)
Other Income (Expense)			
Interest expense	(55,293)	(45,820)	(98,161)
Capital contributions	63,390	-	134,100
Other	171,201	41,365	(124,420)
Total other income (expense)	179,298	(4,455)	(88,481)
Net Income	\$ 467,922	\$ 305,943	\$ (303,376)

Operating Income (excluding GASB 68 & 75)	308,370	348,601	(210,351)
Rate of Return	2.02	2.68	(1.60)
Current Ratio	61.41	196.54	23.31
Months of Unrestricted Cash on Hand	15.38	21.89	12.11
Equity vs Debt	0.90	0.81	0.58
Asset Utilization	0.50	0.52	0.51

Note 1 - Sewer rates increased April 2021.

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 Oct 31, 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,206,248	\$ 1,846,157	\$ 2,121,786	\$ (275,629)
Operating Expenses				
WWTP operation expenses	386,089	326,903	316,260	10,643
Laboratory expenses	84,932	70,932	69,360	1,572
Maintenance expenses	638,890	544,486	454,810	89,676
Customer accounts expenses	141,462	116,172	131,040	(14,868)
Administrative & general expenses	445,644	353,768	364,690	(10,922)
Total operating expenses	1,697,018	1,412,261	1,336,160	76,101
Other Operating Expenses				
Depreciation expense	724,125	624,575	589,770	34,805
Total other operating expenses	724,125	624,575	589,770	34,805
Operating Income (Loss)	(214,894)	(190,678)	195,856	(386,534)
Non-operating Income (Expense)				
Interest Expense	(98,161)	(88,283)	(68,740)	(19,543)
Capital contributions	134,100	-	-	-
Other	(124,420)	4,629	16,670	(12,041)
Total other income (expense)	(88,481)	(83,654)	(52,070)	(31,584)
Net Income (Loss)	\$ (303,376)	\$ (274,332)	\$ 143,786	\$ (418,118)

	Oct 2021	Sept 2021	Aug 2021	July 2021	June 2021	May 2021	April 2021	March 2021	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020
SEWER													
Operating Revenues	\$ 179,124	\$ 179,817	\$ 195,590	\$ 194,823	\$ 202,923	\$ 191,965	\$ 188,247	\$ 172,097	\$ 167,546	\$ 174,024	\$ 182,929	\$ 177,162	\$ 185,810
Operating Expenses													
WWTP operation expenses	29,085	36,781	40,220	30,128	30,294	46,792	26,722	27,366	27,669	31,846	38,550	20,637	29,125
Laboratory expenses	7,004	5,100	6,269	6,526	4,738	8,571	4,709	10,285	12,516	5,214	6,175	7,825	6,568
Maintenance expenses	52,002	59,618	56,799	53,856	56,642	114,885	42,042	54,348	27,614	26,680	24,797	69,607	28,630
Customer accounts expenses	12,946	9,927	11,065	11,083	10,921	14,591	12,010	11,607	11,768	10,253	14,889	10,402	13,737
Administrative & general expense	38,854	30,983	30,647	35,338	27,486	49,142	34,687	36,160	32,021	38,450	60,757	31,118	40,914
Total operating expenses	139,890	142,410	145,000	136,933	130,081	233,981	120,170	139,765	111,588	112,443	145,169	139,589	118,973
Other Operating Expenses													
Depreciation expense	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	39,440	60,110	60,110
Total other operating expenses	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	62,457	39,440	60,110	60,110
Operating Income	(23,224)	(25,050)	(11,868)	(4,567)	10,385	(104,474)	5,620	(30,125)	(6,499)	(876)	(1,679)	(22,537)	6,726
Other Income (Expense)													
Interest expense	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(8,828)	(4,939)	(4,939)	2,295
Capital contributions	-	-	-	-	-	-	-	-	-	-	134,100	-	-
Other	(386)	(2,967)	(1,128)	151	248	733	4,123	5,725	(1,441)	(429)	(615)	3,707	(5,331)
Total other income (expense)	(9,214)	(11,796)	(9,956)	(8,678)	(8,580)	(8,095)	(4,706)	(3,104)	(10,269)	(9,257)	128,546	(1,233)	(3,035)
Net Income	\$ (32,438)	\$ (36,846)	\$ (21,824)	\$ (13,245)	\$ 1,805	\$ (112,569)	\$ 914	\$ (33,229)	\$ (16,768)	\$ (10,133)	\$ 126,866	\$ (23,769)	\$ 3,691

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Oct 2019	Oct 2020	Oct 2021	Sept 2021	Change
Cash and investments - unrestricted	\$ 1,812,375	\$ 2,064,412	\$ 2,664,349	\$ 2,573,880	\$ 90,469
Cash and investments - restricted	206,612	115,369	159,205	142,786	16,419
Receivables	921,667	957,615	1,064,319	1,188,199	(123,879)
Materials and supplies	192,581	228,148	209,298	210,386	(1,088)
Other assets	67,019	110,287	64,579	73,479	(8,901)
Plant - net of accumulated depreciation	9,184,525	9,089,262	9,018,045	9,029,022	(10,976)
Deferred outflows of resources	482,730	408,536	491,728	491,728	-
Total Assets	12,867,509	12,973,630	13,671,523	13,709,479	(37,957)
Accounts payable	599,240	648,335	741,041	780,062	(39,021)
Payable to sewer utility	-	-	-	-	-
Interest accrued	5,027	5,350	5,075	2,744	2,331
Accrued benefits	88,249	85,326	83,925	82,067	1,858
Deferred inflows of resources	718,211	732,779	838,173	834,894	3,279
Long-term debt	1,268,540	1,070,000	905,000	905,000	-
Net Position	10,188,242	10,431,840	11,098,309	11,104,713	(6,404)
Total Liabilities & Net Position	\$ 12,867,509	\$ 12,973,630	\$ 13,671,523	\$ 13,709,479	\$ (37,957)
WATER	Oct 2019	Oct 2020	Oct 2021	Sept 2021	Change
Cash and investments - unrestricted / designated	\$ 893,825	\$ 1,487,482	\$ 1,797,392	\$ 1,752,173	\$ 45,218
Cash and investments - restricted	620,253	301,027	460,648	415,811	44,837
Receivables	242,850	252,177	238,710	237,211	1,499
Materials and supplies	55,908	56,980	71,438	72,391	(953)
Other assets	227,158	198,505	153,324	162,919	(9,595)
Plant - net of accumulated depreciation	16,247,076	15,804,273	15,755,362	15,789,433	(34,071)
Deferred outflows of resources	243,359	204,803	245,971	245,971	-
Total Assets	18,530,429	18,305,248	18,722,844	18,675,910	46,935
Accounts payable	11,959	12,028	12,614	13,543	(930)
Interest accrued	22,342	20,976	20,294	10,658	9,636
Accrued benefits	46,840	48,959	44,902	43,518	1,383
Deferred inflows of resources	353,723	464,804	482,331	484,459	(2,129)
Long-term debt	5,484,188	4,715,000	4,295,000	4,295,000	-
Net Position	12,611,376	13,043,480	13,867,704	13,828,730	38,974
Total Liabilities & Net Position	\$ 18,530,429	\$ 18,305,248	\$ 18,722,844	\$ 18,675,910	\$ 46,935
SEWER	Oct 2019	Oct 2020	Oct 2021	Sept 2021	Change
Cash and investments - unrestricted	\$ 1,848,937	\$ 2,629,138	\$ 1,712,780	\$ 1,760,819	\$ (48,039)
Cash and investments - restricted	2,135,258	2,189,689	2,242,173	2,197,258	44,915
Receivables	233,502	211,614	205,849	205,516	333
Receivable from electric utility	1,014	-	-	-	-
Materials and supplies	8,500	7,866	7,661	7,626	35
Advances to other funds	428,440	328,440	291,946	291,946	-
Other assets	(5,921)	15,486	30,579	29,159	1,420
Plant - net of accumulated depreciation	14,714,117	15,843,314	23,345,286	21,666,936	1,678,350
Deferred outflows of resources	329,543	278,275	338,279	338,279	-
Total Assets	19,693,390	21,503,822	28,174,553	26,497,539	1,677,014
Accounts payable	10,945	11,350	12,960	15,235	(2,276)
Interest accrued	22,967	3,104	69,364	60,536	8,828
Accrued benefits	61,691	65,369	67,647	65,747	1,900
Deferred inflows of resources	459,328	446,263	510,810	510,810	-
Long-term debt	1,532,153	3,066,500	9,905,912	8,204,912	1,701,000
Net Position	17,606,307	17,911,236	17,607,861	17,640,299	(32,438)
Total Liabilities & Net Position	\$ 19,693,390	\$ 21,503,822	\$ 28,174,553	\$ 26,497,539	\$ 1,677,014

Monthly Dashboard - Cash & Investments						October 2021	
Account	Restrictions	Oct 2021	Sept 2021	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 1,139,798	\$ 1,032,721	\$ 107,077	10.37%		
Checking - W	Unrestricted	498,107	467,837	30,270	6.47%		
Checking - S	Unrestricted	474,394	476,759	(2,365)	-0.50%		
Reserves - E	Unrestricted	1,524,551	1,541,159	(16,608)	-1.08%		
Reserves - W	Unrestricted	799,210	792,404	6,806	0.86%		
Reserves - S	Unrestricted	1,238,386	1,284,059	(45,674)	-3.56%		
P&I Redemption - E	Restricted	117,868	101,434	16,434	16.20%		
P&I Redemption - W	Restricted	302,289	257,392	44,896	17.44%		
P&I Redemption - S	Restricted	272,230	226,849	45,381	20.00%		
Depreciation - E	Restricted	41,337	41,353	(16)	-0.04%		
Depreciation - W	Restricted	158,359	158,419	(59)	-0.04%		
ERF - Water Plant	Designated	500,074	491,933	8,142	1.66%		
ERF - WWTP	Restricted	<u>1,969,758</u>	<u>1,970,374</u>	<u>(616)</u>	-0.03%		
		<u>\$ 9,036,362</u>	<u>\$ 8,842,693</u>	<u>\$ 193,669</u>	2.19%		
Unrestricted and Designated		<u>\$ 6,174,520</u>	<u>\$ 6,086,872</u>	<u>\$ 87,648</u>	1.44%		
	Restricted	<u>\$ 2,861,842</u>	<u>\$ 2,755,821</u>	<u>\$ 106,021</u>	3.85%		

Long-Term Investment by Maturity

Maturity Category	Investment Amount (Approx.)
Cash	\$1,050,000
<12 mos.	\$1,400,000
13-24 mos.	\$1,250,000
25-36 mos.	\$750,000
37-48 mos.	\$100,000
49-60 mos.	\$50,000
>60 mos.	\$100,000

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: December 13, 2021
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On Saturday November 27th at approximately 1:27 pm, we received notice of a power outage. A squirrel made contact with one of the regulator bypass switches on the 12,470-volt side of the Main substation. This contact caused a phase to phase fault. The main breaker operated and locked out. It is designed to lock out and clear the fault to protect the substation power transformer. Circuits #5, #6, #7 all lost source power. The electric crew responded quickly. They assessed the damage and decided it was best to switch the load to the Comtech substation. Power was restored to all customers at 2:12 pm. The outage affected 1,354 electric customers.
- On Monday December 6th at 1:10 am a power outage was reported on Wilcox Ct. The lineman responded to the outage and found tree branches had fallen from a high wind event and contacted the secondary conductors causing the overcurrent device to operate. The branches were removed, conductors were repaired and power was restored at 2:25 am. The outage affected 12 electric customers.

Electric Services

- The customer at 5 Doty St requested an upgrade from their current single phase service to a 400 amp 3 phase service. Shortly thereafter the initial upgrade request, the customer modified their request to upgrade service size to an 800 amp 3 phase service. To accommodate the request, a pad mount transformer was installed. The new larger transformer also required a 3 phase primary line extension.

Maple Tree Townhomes Development

- The electric crew has started installation of new infrastructure necessary to provide service for the townhomes. New conduit and transformer pads have been installed. Crews will work to install primary cable and transformers needed to provide power to the first unit. The remainder of infrastructure will be installed spring of 2022. The 3 phase pole in conflict with the new driveways has been relocated.

Line Clearance

- Electric crew will start annual line clearance work early January 2022.

General Manager Update:

MEUW Board of Directors Meeting

- MEUW Board of Directors' Meeting was held Wednesday, December 8th. The meetings primary purpose was to review and approve the association's 2022 budget. MEUW remains on solid financial footing. The 2022 budget aligns with strategic priorities set by the Board of Directors and its members. Most members will be subject to a 3% increase for dues, with some smaller utilities seeing less of an increase.

WPPI Meetings

- Waupun Utilities had the opportunity to host the WPPI Executive Committee Meeting on November 18th. This was a great honor and provided excellent recognition to be selected to host an important event like this. In addition to attending the meeting, we used this opportunity to showcase our facilities, and hardworking staff. We shared information with Member delegates about the ongoing Waste Water Treatment Facility ABNR project and operation of our reverse osmosis Water Treatment Facility. We had several conversations about how unique Waupun Utilities is operating two state of the art treatment facilities and having the talented staff to maintain and operate them both. We received very positive feedback from all that attended the meeting.
- I had a conversation with the new General Manager from Kaukauna Utilities about our reverse osmosis Water Treatment Facility. He was extremely interested in the technology and brought a bottle of our water back to his Water Treatment Superintendent in Kaukauna and said "what do we need to do to make our water taste like this." This type of reaction is positive feedback from one of the largest public utilities in the State admiring our operations and wanting to provide the same level of service Waupun provides its customers.
- WPPI enjoyed our accommodations while hosting the November Executive Committee Meeting so much that they asked us to host the WPPI Energy Services Meeting here on Tuesday, December 14. We believe requests like this are a great compliment to our utility as WPPI could choose any other of its 50 other member locations to host these events. This type of exposure allows us to showcase our staff and facilities to other WPPI Members and be a leader in the industry.

Customer Billing Representative

- Due to the recent resignation of our Customer Billing Representative on November 10th, we are in the process of conducting interviews to fill the vacant position. We have received a large amount of applications and resumes from interested applicants for the position. We hope to extend an offer to fill the position before the end of December.

Electric Vehicle Charging Stations

- The Wisconsin Assembly Committee on Energy and Utilities met regarding a developing debate at the Wisconsin State Capitol to ban local governments (including public power utilities) from owning or operating electric vehicle charging stations. For background, Senator Rob Cowles and Representative Nancy VanderMeer introduced a bill, Assembly Bill 588, aimed at clarifying that an entity who owned and operated an electric vehicle charging station (owner) would not be considered a regulated utility as long

as the owner procured all power for said EV charger from the incumbent utility. The bill as introduced also contained language requiring a municipality looking to install an EV charger to obtain approval from a local governing body. That provision drew the attention of a number of powerful lobbying groups who are now insisting that an amendment be added to AB 588 that would ban local governments from owning and operating EV chargers in order to ensure no local taxpayer dollars are used to fund such efforts. Public power utilities are incorrectly being included as entities reliant upon taxpayer dollars.

- I am happy to report that we were able to secure an agreement with stakeholders and legislators regarding amendatory language to AB 588 that would allow a municipal electric utility to own and operate EV charging stations subject to a couple of basic requirements. As is often the case in these matters, not all stakeholders will support the amendment. Both the League of Wisconsin Municipalities and RENEW Wisconsin will likely oppose the bill as amended. While we completely understand their objections, WPPI Energy will be supporting the bill as amended by Assembly Substitute Amendment 1 because it allows our members to pursue their public charging goals.

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: December 8, 2021
SUBJECT: Monthly Water / Wastewater Operation Report

Water Treatment Facility:

There was one call-in to report this month for a power outage. Due to the power interruption, staff had to reset various equipment and processes. There were no service interruptions from this event.

Tower levels were lowered 3 ft. for winter operation. This procedure will result in a higher water turnover in the tank, more water movement, higher water temperatures, lower possibility of ice formation, and help prevent interior coating damage.

Wastewater Treatment Facility:

There was one call-in to report this month for the aforementioned power outage, which caused a brief interruption of operations. Once power was restored, staff brought the treatment facility online slowly, to prevent any sudden deluge of flow and slug loading to the treatment facility.

The temporary solids handling equipment will be decommissioned as temporary occupancy is gained by mid-December of building 60 and 83 (biosolids handling buildings). This will allow operations to gain a key process component operating at normal full capacity. Staff is doing a great job maintaining permit compliance with several modified process operations due to construction.

Distribution/Collection System Crew:

There are no call-ins to report this month.

Shaler and Harris lift station were both cleaned and inspected. The wet wells are pumped out and cleaned twice a year (or more often if necessary) to prevent solids and grease build-up. The build-up of solids can create gases that damage the pump or sink and get caught in the impeller.

Staff will be focused on preventative maintenance within the collection system, from flushing to televising sanitary sewers. This process allows staff to see "inside" of the sanitary sewer. The camera measures the exact distance in a pipe so repairs to cracks, joints, or removing obstructions can be done easily and precisely. The pipe condition is recorded as the camera moves through the pipe. The pipe condition and its location are then used to establish a pipe priority grade. This allows staff to pinpoint areas within the gravity sanitary sewer pipes that need a more thorough investigation due to the critical nature of the location, physical attributes of a pipe section, the structural integrity of the pipe, and operation and maintenance needs of the pipe.

Wastewater Treatment Facility ABNR Update:

ABNR Mix Tank (Building 62) –

- Tank is completely poured and currently in leak testing.

ABNR Pump Station (Building 63) –

- Footings and walls have been poured.

ABNR Green House (Building 65) -

- All greenhouse trusses are assembled and roof panels installed.
- All greenhouse girts are installed.
- Wall panels are being installed.

ABNR Process (Building 68) –

- Footing and frost walls are poured.
- Masonry walls are complete.
- Steel framing is complete.
- Roof and parapet wall is complete.
- Steel siding is delayed due to supply chain.

Biosolids Storage Building (Building 83) –

- Building will be ready for temp occupancy on December 14th.
- Steel siding is delayed due to supply chain.

A brief progress slide presentation will be presented at the commission meeting.

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