



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, March 13, 2023 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, March 13, 2023, at 4:00 p.m. at the Waupun Utilities Administrative Building, with option to join via virtual and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting

<https://us02web.zoom.us/j/89819520743?pwd=amNEeGRJTzBNaVdhUHhpcUdDNGNwdz09>

By Phone: 1 312 626 6799

Meeting ID: 898 1952 0743

Passcode: 061341

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. February 13, 2023 & February 23, 2023 Special Meeting Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 2-2023 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 Operations Report

APPEARANCE BY VISITORS

AGENDA

6. Update on Line Technician – Journey Level Position **The Commission may convene in closed session as authorized by Wisconsin Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Commission may reconvene in open session and discuss and take action on the subject matter discussed in 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, February 13, 2023**

Meeting called to order by President Heeringa at 4:00 p.m.

Commissioners Daane, Heeringa, Homan, Kaczmarski and Thurmer present in person. Commissioner Westphal present via Zoom.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from January 9, 2023 meeting.

Motion by Kaczmarski, seconded by Daane and unanimously carried, bills for month of January 2023 approved as presented.

On motion by Kaczmarski, seconded by Thurmer and unanimously carried, year-to-date financial reports through December 2022 approved as presented. Electric operating income was \$526,600 or \$323,200 above budget from lower operating and maintenance costs, primarily from increased billable customer work. Water operating income was \$801,000 or \$232,500 above budget from lower than budgeted operating expenses, primarily due to fewer distribution main breaks than budgeted. Sewer operating income was \$440,300 or 320,987 above budget due to lower maintenance related costs at the WWTF.

General Manager Brooks reported on current projects and work completed by electric crew. The Public Service Commission of Wisconsin recently approved an EV friendly 3-tier time of use rate for a municipal utility, trying to incentivize EV users to charge their vehicle when system load is at its lowest and rates are less costly. The new rate is a positive step for utilities who are looking to implement the 3-tier rate, and for utility customers who are looking to take advantage of the cost savings. Todd Flegner, a tenured employee in the electric department has announced his retirement, thus requiring a need to hire an additional employee to fill upcoming vacancy. Position of Line Technician – Journey Level is posted for hire and applications received are being reviewed. As part of succession planning within Waupun Utilities, employee Owen Vande Kolk earned a promotion in January 2023 to the role of Assistant Electric Superintendent. Vande Kolk is transitioning well into his new role and responsibilities.

Treatment Facilities and Operations Superintendent Schramm reported on operations at Water and Wastewater Treatment Facilities and current projects of Distribution/Collection crew. Wisconsin DNR released new 2023 monitoring requirements for PFOA and PFOS. These chemicals have been used for decades and are found in consumer products to make them non-stick and water-resistant material. One of three identified treatment methods for removal is reverse osmosis, which is the current technology used by our utility since 2007. Preliminary testing of PFAS has been non-detectable. As part of the ABNR upgrade project, treatment facilities staff is working with Enhanced Automation converting old processors to new processors in preparation of inoculation, which will begin in March. Proposals were sent for a new standby generator for the WWTF. Lowest bidder has been awarded purchase.

Finance Director Stanek informed commission that utility staff is analyzing information regarding credit card transaction fees that utility has absorbed throughout the years and currently researching future options to lessen burden of fees assessed to utility.

Commission President Heeringa welcomed visitors Daniel Siebers and Eric Kostecki.

Waupun Utilities' Senior Energy Services Manager Eric Kostecki presented a recap of 2022 and plans for 2023 Energy Services. Utility customers received \$43,000 in Focus on Energy incentives during 2022, which comes out to 740,000 kWh savings per year. In 2022, Waupun Utilities reapplied for APPA's Smart Energy Provider (SEP) designation and successfully received another 2 year's designation of being a Smart Energy Provider. SEP designation is an honor and is a testament of our commitment to smart energy best practices. Plans for 2023 include promotion of the Enhanced Incentive Program to gather more participation from businesses and increase their utilization of enhanced business incentive offerings; continued relations with large power customers; supporting the City of Waupun on economic development; enhance social media presence; educate customers about online tool MyAccount and its' various capabilities; EV Charger Rebates and community relations.

Motion by Thurmer, seconded by Homan, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes for discussion and approval of personnel updates. Motion carried unanimously.

Motion by Homan, seconded by Daane, 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 Thurmer, seconded by Homan and unanimously carried, meeting adjourned at 5:48 p.m.

The next regular commission meeting is scheduled on March 13, 2023, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor

**Minutes of a Special Meeting of the
Waupun Utilities Commission
Thursday, February 23, 2023**

Meeting held virtually via Zoom. President Heeringa called the meeting to order at 4:02 p.m.

Commissioners Daane, Heeringa, Homan, Kaczmarski, Kunz, Thurmer and Westphal were present. Mayor Bishop was present.

Motion by Thurmer, seconded by Daane, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes to discuss and review Line Technician – Journey Level position.

Motion by Thurmer, seconded by Kunz, 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 Thurmer, seconded by Westphal and unanimously carried, meeting adjourned at 4:45 p.m.

The next regular commission meeting is scheduled on March 13, 2023, at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
AGNESIAN HEALTHCARE INC							
800	38940	ANNUAL RANDOM CONSORTIUM-S	02/10/2023	30.00	30.00	48763	02/14/2023
	38940	ANNUAL RANDOM CONSORTIUM-E	02/10/2023	39.00	39.00	48763	02/14/2023
	38940	ANNUAL RANDOM CONSORTIUM-W	02/10/2023	31.00	31.00	48763	02/14/2023
	39009	DOT DRUG SCREEN - RUIS	02/10/2023	28.75	28.75	48763	02/14/2023
	39009	DOT DRUG SCREEN - RUIS	02/10/2023	28.75	28.75	48763	02/14/2023
Total AGNESIAN HEALTHCARE INC:				157.50	157.50		
AIR PRODUCTS AND CHEMICALS INC							
840	423273027	CARBON DIOXIDE	02/28/2023	1,008.00	1,008.00	48798	02/28/2023
	423277944	CARBON DIOXIDE	02/28/2023	4,003.60	4,003.60	48798	02/28/2023
	423315607	CARBON DIOXIDE	02/28/2023	1,650.80	1,650.80	48798	02/28/2023
Total AIR PRODUCTS AND CHEMICALS INC:				6,662.40	6,662.40		
AIRGAS USA INC							
855	9134841096	NITROGEN-TRANSFORMER @ SUBSTATION	02/28/2023	160.92	160.92	48799	02/28/2023
	9994387354	ACETYLENE/OXYGEN/NITROGEN	02/10/2023	28.76	28.76	48764	02/14/2023
	9994387354	ACETYLENE/OXYGEN/NITROGEN	02/10/2023	28.76	28.76	48764	02/14/2023
	9994387354	ACETYLENE/OXYGEN/NITROGEN	02/10/2023	28.76	28.76	48764	02/14/2023
Total AIRGAS USA INC:				247.20	247.20		
ALLIANT ENERGY							
900	1830350.01312023	GAS UTILITY FOR WATER PLANT	02/10/2023	2,264.25	2,264.25	48765	02/14/2023
	3261389217.01312	WWTF- PROCESS BLD, GREEN HOUSE AND PUMP BLD	02/10/2023	9,054.16	9,054.16	48765	02/14/2023
	437000.01312023	GAS UTIL BILL @ N2721 FDL ST - ADMIN/DIGESTER BLD	02/10/2023	1,521.42	1,521.42	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	23.42	23.42	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	23.42	23.42	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	23.42	23.42	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	316.21	316.21	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	316.21	316.21	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	316.21	316.21	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	50.77	50.77	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	50.75	50.75	48765	02/14/2023
	590516.01312023	SPLIT DISTRIBUTION- MAIN BLD	02/10/2023	50.75	50.75	48765	02/14/2023
	801050.01312023	GAS UTILITY FOR WELLHOUSE #5	02/10/2023	70.64	70.64	48765	02/14/2023
	931084-01312023	GAS UTIL @ N2721 FDL ST - FILTER & DEWATERING BLD	02/10/2023	2,559.91	2,559.91	48765	02/14/2023
Total ALLIANT ENERGY:				16,641.54	16,641.54		
AMAZON CAPITAL SERVICES							
1015	116D-3YXY-3666	HP LASERJET 4001N PRINTER	02/10/2023	209.50	209.50	48766	02/14/2023
	116D-3YXY-3666	HP LASERJET 4001N PRINTER	02/10/2023	209.50	209.50	48766	02/14/2023
	14YD-LJKD-7KFC	WATERPROOF OVERSHOES	02/10/2023	211.24	211.24	48766	02/14/2023
	14YD-LJKD-7KFC	WATERPROOF OVERSHOES	02/10/2023	211.24	211.24	48766	02/14/2023
	14YD-LJKD-7KFC	WATERPROOF OVERSHOES	02/10/2023	211.23	211.23	48766	02/14/2023
	1HY6-76MX-NPJ3	WATER/SEWER IPAD CAR CHARGERS	02/28/2023	11.99	11.99	48800	02/28/2023
	1HY6-76MX-NPJ3	WATER/SEWER IPAD CAR CHARGERS	02/28/2023	11.99	11.99	48800	02/28/2023
	1HY6-76MX-NPJ3	WWTP-IBUPROFEN	02/28/2023	9.27	9.27	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN-IBUPROFEN	02/28/2023	3.09	3.09	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN-IBUPROFEN	02/28/2023	3.09	3.09	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN BLD - URINAL CAKES & AIR FRESHENER	02/28/2023	17.11	17.11	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN BLD - URINAL CAKES & AIR FRESHENER	02/28/2023	13.60	13.60	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN-IBUPROFEN	02/28/2023	3.09	3.09	48800	02/28/2023
	1HY6-76MX-NPJ3	MAIN BLD - URINAL CAKES & AIR FRESHENER	02/28/2023	13.18	13.18	48800	02/28/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	1LGK-PHKN-WJYL	HDMI ADAPTOR	02/10/2023	29.36	29.36	48766	02/14/2023
	1LGK-PHKN-WJYL	SOUTHWIRE WITH GROUND	02/10/2023	73.95	73.95	48766	02/14/2023
	1LGK-PHKN-WJYL	CABLE CONCEALER KIT	02/10/2023	88.21	88.21	48766	02/14/2023
	1LGK-PHKN-WJYL	ETHERNET CABLE	02/10/2023	32.98	32.98	48766	02/14/2023
	1NX1-CW3F-CQC1	HP ELITEBOOK, PROTECTION PLAN, CHARGER, DOCK S	02/28/2023	1,428.84	1,428.84	48800	02/28/2023
	1T6K-7FV9-1RDL	UNIT 56 FUEL PUMP	02/10/2023	48.95	48.95	48766	02/14/2023
	1YXF-DRP6-4CXQ	CHECK SCANNER CLEANER	02/10/2023	12.86	12.86	48766	02/14/2023
	1YXF-DRP6-4CXQ	CHECK SCANNER CLEANER	02/10/2023	10.23	10.23	48766	02/14/2023
	1YXF-DRP6-4CXQ	CHECK SCANNER CLEANER	02/10/2023	9.90	9.90	48766	02/14/2023
Total AMAZON CAPITAL SERVICES:				2,874.40	2,874.40		
APPLIED TECHNOLOGIES							
1340	36228	ABNR UPGRADES	12/31/2022	42,516.78	42,516.78	30041	02/15/2023
	36233	ABNR UPGRADES- GENERATOR ADDITION	12/31/2022	1,775.00	1,775.00	30041	02/15/2023
	36275	ABNR UPGRADES	02/10/2023	36,337.64	36,337.64	30041	02/15/2023
Total APPLIED TECHNOLOGIES:				80,629.42	80,629.42		
B & B TRANSFORMER INC							
2011	27966	(2) 50 PAD TRANSFORMER	02/28/2023	7,174.00	7,174.00	48801	02/28/2023
	27970	(1) 75 PAD TRANSFORMER	02/28/2023	5,167.00	5,167.00	48801	02/28/2023
Total B & B TRANSFORMER INC:				12,341.00	12,341.00		
BAKER TILLY US LLP							
2333	BT2295166	2022 FINANCIAL AUDIT #1	02/09/2023	512.85	512.85	48767	02/14/2023
	BT2295166	2022 FINANCIAL AUDIT #1	02/09/2023	407.65	407.65	48767	02/14/2023
	BT2295166	2022 FINANCIAL AUDIT #1	02/09/2023	394.50	394.50	48767	02/14/2023
	BT2295166	GASB 87 IMPLEMENTATION	02/09/2023	313.95	313.95	48767	02/14/2023
	BT2295166	GASB 87 IMPLEMENTATION	02/09/2023	249.55	249.55	48767	02/14/2023
	BT2295166	GASB 87 IMPLEMENTATION	02/09/2023	241.50	241.50	48767	02/14/2023
Total BAKER TILLY US LLP:				2,120.00	2,120.00		
BALLWEG IMPLEMENT CO INC.							
2400	P57495	UNIT #15 CABLE	02/28/2023	14.20	14.20	48802	02/28/2023
	P57495	UNIT #15 CABLE	02/28/2023	14.21	14.21	48802	02/28/2023
	P57495	UNIT #15 CABLE	02/28/2023	14.21	14.21	48802	02/28/2023
Total BALLWEG IMPLEMENT CO INC.:				42.62	42.62		
BATTERIES PLUS LLC							
2480	P6015457	EMERGENCY LIGHTS - OFFICE BUILDING	02/28/2023	142.79	142.79	48803	02/28/2023
	P6015457	EMERGENCY LIGHTS - OFFICE BUILDING	02/28/2023	107.08	107.08	48803	02/28/2023
	P6015457	EMERGENCY LIGHTS - OFFICE BUILDING	02/28/2023	107.08	107.08	48803	02/28/2023
Total BATTERIES PLUS LLC:				356.95	356.95		
BORDER STATES ELECTRIC SUPPLY							
3300	925822383	4/0 ALUMINUM TRIPLEX	02/28/2023	7,378.80	7,378.80	48804	02/28/2023
	925822383	ELBOW ARRESTORS - 10 KV	02/28/2023	2,420.10	2,420.10	48804	02/28/2023
	925822383	6 STR DUPLEX URD WIRE	02/28/2023	1,478.10	1,478.10	48804	02/28/2023
Total BORDER STATES ELECTRIC SUPPLY:				11,277.00	11,277.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
BRADY WORLDWIDE INC							
3340	9352359456	LABESL	02/28/2023	55.14	55.14	48805	02/28/2023
Total BRADY WORLDWIDE INC:				55.14	55.14		
C & M HYDRAULIC TOOL SUPPLY IN							
5150	0175746-IN	UNIT 41 PARTS	02/10/2023	237.43	.00	48768	Multiple
	0175746-IN	UNIT 41 PARTS	02/10/2023	237.43-			
Total C & M HYDRAULIC TOOL SUPPLY IN:				.00	.00		
CAPITAL NEWSPAPERS							
5450	143730	MTHLY COMMISSION MTG MINUTES-E	02/09/2023	34.14	34.14	48769	02/14/2023
	143730	MTHLY COMMISSION MTG MINUTES-W	02/09/2023	27.13	27.13	48769	02/14/2023
	143730	MTHLY COMMISSION MTG MINUTES-S	02/09/2023	26.27	26.27	48769	02/14/2023
Total CAPITAL NEWSPAPERS:				87.54	87.54		
CAREW CONCRETE & SUPPLY CO							
5600	1261883	3/4" CLEAR	02/28/2023	158.13	158.13	48806	02/28/2023
Total CAREW CONCRETE & SUPPLY CO:				158.13	158.13		
US CELLULAR							
5700	562455903	ACT #851360664	02/28/2023	193.30	193.30	48830	02/28/2023
Total US CELLULAR:				193.30	193.30		
CITIES and VILLAGES MUTUAL INS							
5890	2023 APP 63	BOILER & MACHINERY INS PREM	01/25/2023	1,553.60	1,553.60	48770	02/14/2023
	2023 APP 63	BOILER & MACHINERY INS PREM	01/25/2023	847.42	847.42	48770	02/14/2023
	2023 APP 63	BOILER & MACHINERY INS PREM	01/25/2023	423.71	423.71	48770	02/14/2023
Total CITIES and VILLAGES MUTUAL INS:				2,824.73	2,824.73		
CORE & MAIN LP							
6310	S331014	METER GASKETS	02/10/2023	48.64	48.64	48771	02/14/2023
Total CORE & MAIN LP:				48.64	48.64		
DIGGERS HOTLINE INC.							
7300	230 1 31801	MONTHLY LOCATE TICKET CHRGS	02/09/2023	81.40	81.40	48772	02/14/2023
Total DIGGERS HOTLINE INC.:				81.40	81.40		
EVOQUA WATER TECHNOLOGIES LLC							
8955	905697000	MIXBED, FILTER CARTRIDGE & SURCHARGE	02/28/2023	399.90	399.90	48807	02/28/2023
Total EVOQUA WATER TECHNOLOGIES LLC:				399.90	399.90		
MARTENS ACE HARDWARE							
9200	225676	UNIT #114 RAGS	02/09/2023	47.97	47.97	48780	02/14/2023
	226009	PARTS TO BOLT DOWN SHELVING (SAFETY AUDIT)	02/09/2023	34.85	34.85	48780	02/14/2023
	226009	PARTS TO BOLT DOWN SHELVING (SAFETY AUDIT)	02/09/2023	26.14	26.14	48780	02/14/2023
	226009	PARTS TO BOLT DOWN SHELVING (SAFETY AUDIT)	02/09/2023	26.14	26.14	48780	02/14/2023
	226093	WWTP SUPPLIES	02/28/2023	26.06	26.06	48819	02/28/2023
	226161	SAND QUIKRETE AND AQUAGUN	02/28/2023	28.97	28.97	48819	02/28/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	226177	SAND QUIKRETE	02/28/2023	13.98	13.98	48819	02/28/2023
	226200	UNIT 114 PARTS	02/28/2023	6.30	6.30	48819	02/28/2023
	226231	SHOP SAFETY	02/28/2023	22.51	22.51	48819	02/28/2023
	226231	SHOP SAFETY	02/28/2023	22.51	22.51	48819	02/28/2023
	226231	SHOP SAFETY	02/28/2023	22.52	22.52	48819	02/28/2023
	226236	SAFETY PAINT	02/28/2023	3.33	3.33	48819	02/28/2023
	226236	SAFETY PAINT	02/28/2023	3.33	3.33	48819	02/28/2023
	226236	SAFETY PAINT	02/28/2023	3.33	3.33	48819	02/28/2023
	226334	OFFICE SUPPLIES-VVWTF	02/28/2023	21.97	21.97	48819	02/28/2023
	226536	WD-40 TOOLS UNIT 6	02/28/2023	4.49	4.49	48819	02/28/2023
	226536	WD-40 TOOLS UNIT 6	02/28/2023	4.50	4.50	48819	02/28/2023
	226536	METER SUPPLIES	02/28/2023	9.18	9.18	48819	02/28/2023
	226536	TOOL SUPPLIES UNIT 6	02/28/2023	5.99	5.99	48819	02/28/2023
	226536	TOOL SUPPLIES UNIT 6	02/28/2023	5.98	5.98	48819	02/28/2023
Total MARTENS ACE HARDWARE:				340.05	340.05		
FARMERS ELEVATOR CORP LTD							
9300	168842	SALT -E	02/10/2023	607.70	607.70	48773	02/14/2023
	168842	SALT -W	02/10/2023	483.04	483.04	48773	02/14/2023
	168842	SALT -S	02/10/2023	467.46	467.46	48773	02/14/2023
Total FARMERS ELEVATOR CORP LTD:				1,558.20	1,558.20		
FERGUSON WATERWORKS #1476							
9480	0354871-3	SHIPPING	02/10/2023	16.51	16.51	48774	02/14/2023
	0354871-3	LF 3/4" CTS X 1" CTS COMP COUP 3-PART	02/10/2023	371.70	371.70	48774	02/14/2023
	358563-1	LF 1" CTS X 3/4" IP 3-PART UNION	02/28/2023	248.00	248.00	48808	02/28/2023
	358563-1	SHIPPING	02/28/2023	15.01	15.01	48808	02/28/2023
Total FERGUSON WATERWORKS #1476:				651.22	651.22		
GFL ENVIRONMENTAL							
11300	U90000126140	DUMPSTER - OFFICE BLDG-E	02/28/2023	231.94	231.94	48809	02/28/2023
	U90000126140	DUMPSTER - OFFICE BLDG-W	02/28/2023	173.95	173.95	48809	02/28/2023
	U90000126140	DUMPSTER - OFFICE BLDG-S	02/28/2023	173.96	173.96	48809	02/28/2023
	U90000126491	DUMPSTER - WWTP	02/28/2023	2,799.16	2,799.16	48809	02/28/2023
Total GFL ENVIRONMENTAL:				3,379.01	3,379.01		
GRAINGER							
11400	9610154529	FUSE - WWTP	02/28/2023	58.52	58.52	48810	02/28/2023
	9612804378	WWTP ETHERNET CABLES	02/28/2023	35.04	35.04	48810	02/28/2023
Total GRAINGER:				93.56	93.56		
HOMETOWN GLASS & IMPROVEMENTS							
13010	I237236	OFFICE ENTRANCE DOOR	02/28/2023	72.15	72.15	48811	02/28/2023
	I237236	OFFICE ENTRANCE DOOR	02/28/2023	54.11	54.11	48811	02/28/2023
	I237236	OFFICE ENTRANCE DOOR	02/28/2023	54.12	54.12	48811	02/28/2023
Total HOMETOWN GLASS & IMPROVEMENTS:				180.38	180.38		
HYDRITE CHEMICAL CO							
13980	2652761	AMMONIUM HYDROXIDE	02/28/2023	11,707.70	11,707.70	48812	02/28/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total HYDRITE CHEMICAL CO:				11,707.70	11,707.70		
HYDROCORP INC.							
13985	70720-IN	CROSS CNNCTN CONTROL PROG & INSP/REP SERV	02/10/2023	2,306.00	2,306.00	48775	02/14/2023
Total HYDROCORP INC.:				2,306.00	2,306.00		
ICS MEDICAL ANSWERING SERVICE LLC							
14120	221300101101	ANSWERING SERVICE - E	02/28/2023	118.41	118.41	48813	02/28/2023
	221300101101	ANSWERING SERVICE - W	02/28/2023	94.12	94.12	48813	02/28/2023
	221300101101	ANSWERING SERVICE - S	02/28/2023	91.11	91.11	48813	02/28/2023
	230200101101	ANSWERING SERVICE - E	02/28/2023	66.80	66.80	48813	02/28/2023
	230200101101	ANSWERING SERVICE - W	02/28/2023	53.09	53.09	48813	02/28/2023
	230200101101	ANSWERING SERVICE - S	02/28/2023	51.40	51.40	48813	02/28/2023
Total ICS MEDICAL ANSWERING SERVICE LLC:				474.93	474.93		
INFOSEND INC							
14490	229041	BILL PRINT & POSTAGE-E	02/28/2023	902.13	902.13	48814	02/28/2023
	229041	BILL PRINT & POSTAGE-W	02/28/2023	717.08	717.08	48814	02/28/2023
	229041	BILL PRINT & POSTAGE-S	02/28/2023	693.96	693.96	48814	02/28/2023
	229719	BILL PRINT & POSTAGE-E	02/28/2023	3.35	3.35	48814	02/28/2023
	229719	BILL PRINT & POSTAGE-W	02/28/2023	2.67	2.67	48814	02/28/2023
	229719	BILL PRINT & POSTAGE-S	02/28/2023	2.59	2.59	48814	02/28/2023
Total INFOSEND INC:				2,321.78	2,321.78		
IRBY, STUART C							
14890	S013405328.001	1/0 STR ALUM URD PRIMARY	02/28/2023	23,110.31	23,110.31	48815	02/28/2023
	S013405328.002	PLASTIC U GUARD	02/28/2023	1,004.00	1,004.00	48815	02/28/2023
	S013405328.002	PLASTIC U GUARD	02/28/2023	292.00	292.00	48815	02/28/2023
Total IRBY, STUART C:				24,406.31	24,406.31		
ITU ABSORB TECH INC.							
14950	8064866	SHOP TOWELS FOR WWTP	02/10/2023	24.19	24.19	48776	02/14/2023
	8064869	SHOP TOWELS MTHLY RENTAL FEE-E	02/10/2023	13.35	13.35	48776	02/14/2023
	8064869	SHOP TOWELS MTHLY RENTAL FEE-W	02/10/2023	13.34	13.34	48776	02/14/2023
	8064869	SHOP TOWELS MTHLY RENTAL FEE-S	02/10/2023	13.34	13.34	48776	02/14/2023
Total ITU ABSORB TECH INC.:				64.22	64.22		
J & H CONTROLS INC							
16000	10000024459	IGNITION CONTROL- WWTP	02/10/2023	204.88	204.88	48777	02/14/2023
	10000024493	INTERNAL COMP OF HVAC BLD 60	02/28/2023	9,980.00	9,980.00	48816	02/28/2023
	10000024530	BUILDING MAINT MTHLY CHRГ-WTP	02/28/2023	182.00	182.00	48816	02/28/2023
	10000024531	BUILDING MAINT MTHLY CHRГ-E	02/28/2023	188.00	188.00	48816	02/28/2023
	10000024531	BUILDING MAINT MTHLY CHRГ-W	02/28/2023	141.00	141.00	48816	02/28/2023
	10000024531	BUILDING MAINT MTHLY CHRГ-S	02/28/2023	141.00	141.00	48816	02/28/2023
	1000024431	BUILDING MAINT MTHLY CHRГ-WTP	02/10/2023	182.00	182.00	48777	02/14/2023
	1000024432	BUILDING MAINT MTHLY CHRГ-E	02/10/2023	188.00	188.00	48777	02/14/2023
	1000024432	BUILDING MAINT MTHLY CHRГ-W	02/10/2023	141.00	141.00	48777	02/14/2023
	1000024432	BUILDING MAINT MTHLY CHRГ-S	02/10/2023	141.00	141.00	48777	02/14/2023
Total J & H CONTROLS INC:				11,488.88	11,488.88		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
J HARLEN CO							
16150	1583312	BOOTS -VANDE KOLK	02/09/2023	224.95	224.95	48778	02/14/2023
	1584873	BOOTS -VANDE KOLK	02/28/2023	224.95	224.95	48817	02/28/2023
Total J HARLEN CO:				449.90	449.90		
KEMIRA WATER SOLUTIONS INC.							
17513	9017781163	FERROUS CHLORIDE	02/09/2023	11,316.72	11,316.72	48779	02/14/2023
Total KEMIRA WATER SOLUTIONS INC.:				11,316.72	11,316.72		
MARTELLE WATER TREATMENT INC.							
20250	24689	CASTIC SODA 50% BULK	02/28/2023	3,404.00	3,404.00	48818	02/28/2023
	24693	HYDROFLUOSILICIC ACID BULK	02/28/2023	2,354.00	2,354.00	48818	02/28/2023
	24694	SODIUM HYPOCHLORITE BULK	02/28/2023	1,457.50	1,457.50	48818	02/28/2023
	24694	CITRIC ACID 50% SOLUTION	02/28/2023	6,720.30	6,720.30	48818	02/28/2023
Total MARTELLE WATER TREATMENT INC.:				13,935.80	13,935.80		
MEUW							
23500	21023-58	ELECTRIC SAFETY PROGRAM	02/28/2023	5,500.00	5,500.00	48820	02/28/2023
	251	APPA SAFETY MANUAL	02/28/2023	180.00	180.00	48820	02/28/2023
	3960	TROUBLESHOOTING - VANDE KOLK	02/09/2023	200.00	200.00	48781	02/14/2023
	3960	TROUBLESHOOTING - JAHN	02/09/2023	200.00	200.00	48781	02/14/2023
	3961	NESC CODE CHANGES - VANDE KOLK	02/09/2023	225.00	225.00	48781	02/14/2023
	4008	METER TRAINING-JAHN	02/28/2023	450.00	450.00	48820	02/28/2023
	4008	METER TRAINING-VANDE KOLK	02/28/2023	275.00	275.00	48820	02/28/2023
Total MEUW:				7,030.00	7,030.00		
MILLER LOGISTICS LLC							
24755	925J	SHIPPING TRANSFORMERS	02/28/2023	600.00	600.00	48821	02/28/2023
Total MILLER LOGISTICS LLC:				600.00	600.00		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-1027	March EMPLOYER CONTRIBUTION 20%-E	02/10/2023	13.08	13.08	48788	02/14/2023
	2832L-1027	March EMPLOYER CONTRIBUTION 20%-W	02/10/2023	10.40	10.40	48788	02/14/2023
	2832L-1027	March EMPLOYER CONTRIBUTION 20%-S	02/10/2023	10.07	10.07	48788	02/14/2023
	2832L-1027	March BASIC GROUP LIFE INS PREMIUM	02/10/2023	338.57	338.57	48788	02/14/2023
Total SECURIAN FINANCIAL GROUP INC:				372.12	372.12		
MIRON CONSTRUCTION CO INC							
25700	210790-PA 19	PAY APPLICATION 19 - WWTP UPGRADE	01/25/2023	510,991.58	510,991.58	30042	02/15/2023
	210790-PA 20	PAY APPLICATION 20 - WWTP UPGRADE	02/10/2023	203,177.91	203,177.91	30042	02/15/2023
Total MIRON CONSTRUCTION CO INC:				714,169.49	714,169.49		
MULCAHY SHAW WATER INC.							
29200	324872	SENSORNET SENSOR CABLE	02/10/2023	570.00	570.00	48782	02/14/2023
Total MULCAHY SHAW WATER INC.:				570.00	570.00		
MUNICIPAL ENVIRONMENTAL GROUP							
29400	2023 Membership	ANNUAL MEMBERSHIP DUES- WATER DIVISION	02/10/2023	1,098.00	1,098.00	48783	02/14/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total MUNICIPAL ENVIRONMENTAL GROUP:				1,098.00	1,098.00		
NAPA AUTO PARTS							
30900	3702570	UNIT 114 FUEL FILTER	02/28/2023	18.99	18.99	48822	02/28/2023
	370968	UNIT 114 CLAMPS	02/09/2023	18.68	18.68	48784	02/14/2023
	371565	UNIT 56 CLAMPS	02/09/2023	12.99	12.99	48784	02/14/2023
	372055	UNIT 56 HOSE AND CLAMP	02/09/2023	61.72	61.72	48784	02/14/2023
	372077	UNIT 56 FUEL FITLER	02/10/2023	15.49	15.49	48784	02/14/2023
	372569	UNIT 114 SEWER TRAILER SPARK PLUG	02/28/2023	15.96	15.96	48822	02/28/2023
	373141	HOSE CLAMP	02/28/2023	62.94	62.94	48822	02/28/2023
Total NAPA AUTO PARTS:				206.77	206.77		
NCL OF WISCONSIN INC							
33000	482416	LAB SUPPLIES- WWTP	02/10/2023	654.65	654.65	48785	02/14/2023
Total NCL OF WISCONSIN INC:				654.65	654.65		
ODP BUSINESS SOLUTIONS LLC							
38877	287728367001	HP4001N PRINTER	02/10/2023	249.00	249.00	48786	02/14/2023
	288087455001	HP4001N PRINTER RETURN	02/10/2023	249.00-	249.00-	48786	02/14/2023
	28849148001	RETURN - CORRECTION/PACKING TAPE	02/10/2023	5.93-	5.93-	48786	02/14/2023
	28849148001	RETURN - CORRECTION/PACKING TAPE	02/10/2023	4.71-	4.71-	48786	02/14/2023
	28849148001	RETURN - CORRECTION/PACKING TAPE	02/10/2023	4.56-	4.56-	48786	02/14/2023
	290421906001	COMPUTER MONITORS - VANDE KOLK	02/10/2023	445.98	445.98	48786	02/14/2023
	291765287001	MAIN OFFICE SUPPLIES	02/28/2023	36.11	36.11	48823	02/28/2023
	291765287001	MAIN OFFICE SUPPLIES	02/28/2023	28.70	28.70	48823	02/28/2023
	291765287001	MAIN OFFICE SUPPLIES	02/28/2023	27.78	27.78	48823	02/28/2023
Total ODP BUSINESS SOLUTIONS LLC:				523.37	523.37		
PIGGLY WIGGLY							
41200	S00238-2465	SAFETY SCHOOL BREAKFAST	02/28/2023	27.50	27.50	48824	02/28/2023
	S00238-8787	SODA- COMMISSION	02/28/2023	5.44	5.44	48824	02/28/2023
	S00238-8787	SODA- COMMISSION	02/28/2023	4.33	4.33	48824	02/28/2023
	S00238-8787	SODA- COMMISSION	02/28/2023	4.20	4.20	48824	02/28/2023
Total PIGGLY WIGGLY:				41.47	41.47		
RESCO							
46400	886565-00	BLACK VINYL TAPE	02/28/2023	351.74	351.74	48825	02/28/2023
Total RESCO:				351.74	351.74		
SABEL MECHANICAL LLC							
50300	220944	REPAIR ROTING ASSEMBLY BUILDING #80	02/10/2023	14,624.77	14,624.77	48787	02/14/2023
Total SABEL MECHANICAL LLC:				14,624.77	14,624.77		
SEERA							
51535	WAUPUN/JAN 2023	"WAUPUN" FOCUS PROGRAM FEE	02/10/2023	2,749.49	2,749.49	48789	02/14/2023
Total SEERA:				2,749.49	2,749.49		
SPECTRUM BUSINESS							
52500	33381021323	INTERNET SERVICES-E	02/28/2023	93.97	93.97	48826	02/28/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	33381021323	INTERNET SERVICES-W	02/28/2023	74.69	74.69	48826	02/28/2023
	33381021323	INTERNET SERVICES-S	02/28/2023	72.29	72.29	48826	02/28/2023
	33381021323	MONTHLY SERVICE EXP 1ST & 2ND-E	02/28/2023	105.05	105.05	48826	02/28/2023
	33381021323	MONTHLY SERVICE EXP 1ST & 2ND-W	02/28/2023	83.50	83.50	48826	02/28/2023
	33381021323	MONTHLY SERVICE EXP 1ST & 2ND-S	02/28/2023	80.80	80.80	48826	02/28/2023
	33381021323	WATER PLANT VOICE SERV	02/28/2023	79.98	79.98	48826	02/28/2023
	33381021323	WASTEWATER VOICE SERV	02/28/2023	79.98	79.98	48826	02/28/2023
Total SPECTRUM BUSINESS:				670.26	670.26		
SPEE-DEE							
52600	750344	SERVICE CHRG FOR WATER SAMPLES	02/10/2023	71.87	71.87	48790	02/14/2023
	755429	SERVICE CHRG FOR WATER SAMPLES	02/28/2023	78.48	78.48	48827	02/28/2023
Total SPEE-DEE:				150.35	150.35		
TOTAL BUSINESS PRODUCTS INC.							
57350	91216	NAME PLATE - SCHRAMM	02/28/2023	9.00	9.00	48828	02/28/2023
	91216	NAME PLATE - SCHRAMM	02/28/2023	9.00	9.00	48828	02/28/2023
	91216	NAME PLATE - SYTSMA	02/28/2023	9.00	9.00	48828	02/28/2023
	91216	NAME PLATE - SYTSMA	02/28/2023	9.00	9.00	48828	02/28/2023
	91216	NAME PLATE - VANDE KOLK	02/28/2023	18.00	18.00	48828	02/28/2023
TOTAL BUSINESS PRODUCTS INC.:				54.00	54.00		
ULINE							
59025	159981871	ELECTRIC SAFETY SUPPLIES	02/28/2023	353.40	353.40	48829	02/28/2023
Total ULINE:				353.40	353.40		
USA BLUE BOOK							
59600	226677	WWTP LAB SUPPLIES	02/10/2023	186.69	186.69	48791	02/14/2023
	234125	BRASS VALVE - WWTP RETURN	12/31/2022	213.95-	213.95-	48791	02/14/2023
	254232	WWTP LAB SUPPLIES	02/10/2023	1,352.74	1,352.74	48791	02/14/2023
	260285	SAFETY PRODUCTS FOR LAB	02/10/2023	98.81	98.81	48791	02/14/2023
Total USA BLUE BOOK:				1,424.29	1,424.29		
VAN BUREN, JEROME and/or SANDRA							
60800	16096090.20	Jan 20 SOLAR CREDIT	02/10/2023	17.94	17.94	48792	02/14/2023
Total VAN BUREN, JEROME and/or SANDRA:				17.94	17.94		
VERIZON WIRELESS							
62900	992877873	DPW'S MTHLY/DATA TABLET CHRGS	02/28/2023	58.05	58.05	48831	02/28/2023
	992877873	CELLPHONE MTHLY EXPENSES - E	02/28/2023	141.27	141.27	48831	02/28/2023
	992877873	CELLPHONE MTHLY EXPENSES - W	02/28/2023	112.29	112.29	48831	02/28/2023
	992877873	CELLPHONE MTHLY EXPENSES - S	02/28/2023	213.68	213.68	48831	02/28/2023
	992877873	IPAD AND CASE - ELECTRIC	02/28/2023	712.98	712.98	48831	02/28/2023
	992877873	IPAD AND CASE - WATER	02/28/2023	712.98	712.98	48831	02/28/2023
	992877873	IPAD AND CASE - SEWER	02/28/2023	712.98	712.98	48831	02/28/2023
Total VERIZON WIRELESS:				2,664.23	2,664.23		
VIKING ELECTRIC SUPPLY							
63300	S006584660.001	FIXTURE FOR MAIN BUILDING	02/28/2023	94.05	94.05	48832	02/28/2023
	S006584660.001	FIXTURE FOR MAIN BUILDING	02/28/2023	72.89	72.89	48832	02/28/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	S006584660.001	FIXTURE FOR MAIN BUILDING	02/28/2023	68.20	68.20	48832	02/28/2023
Total VIKING ELECTRIC SUPPLY:				235.14	235.14		
VISION METERING LLC							
64000	214204	METER PROBE - VANDEKOLK'S COMPUTER	02/10/2023	240.00	240.00	48793	02/14/2023
Total VISION METERING LLC:				240.00	240.00		
WAUPUN, CITY OF							
74400	1204	POSTAGE - GREASE TRAP LETTERS	02/10/2023	43.89	43.89	48794	02/14/2023
	1211	GIS RENEWAL	02/28/2023	2,026.50	2,026.50	48835	02/28/2023
	1211	GIS RENEWAL	02/28/2023	918.50	918.50	48835	02/28/2023
	1211	GIS RENEWAL	02/28/2023	905.00	905.00	48835	02/28/2023
	PILOT- Feb 2023	PILOT-ELECTRIC	02/10/2023	21,058.00	21,058.00	48794	02/14/2023
	PILOT- Feb 2023	PILOT-WATER	02/10/2023	28,288.00	28,288.00	48794	02/14/2023
	PILOT Jan 2023	PILOT-ELECTRIC	01/31/2023	21,058.00	21,058.00	48794	02/14/2023
	PILOT Jan 2023	PILOT-WATER	01/31/2023	28,288.00	28,288.00	48794	02/14/2023
	Stormwater Jan 202	STORMWATER RECEIPTS	02/10/2023	49,176.16	49,176.16	48794	02/14/2023
	Trash- Jan 2023	TRASH/RECYCLING COLLECTION	02/10/2023	47,505.39	47,505.39	48794	02/14/2023
Total WAUPUN, CITY OF:				199,267.44	199,267.44		
WAUPUN LITTLE LEAGUE							
75800	2023 Sign Advertise	OUTFIELD SIGN RENEWAL	02/28/2023	200.00	200.00	48833	02/28/2023
Total WAUPUN LITTLE LEAGUE:				200.00	200.00		
WISCONSIN CORRECTIONAL CENTER							
84300	18942	INMATE LABOR 11/06/2022-11/19/2022	02/10/2023	126.00	126.00	48795	02/14/2023
	18953	INMATE LABOR 12/18/2023-12/31/2023	02/28/2023	102.00	102.00	48836	02/28/2023
	18974	INMATE LABOR 01/15/2023-01/28/2023	02/28/2023	144.00	144.00	48836	02/28/2023
Total WISCONSIN CORRECTIONAL CENTER:				372.00	372.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	735063	FLUORIDE	02/28/2023	28.00	28.00	48837	02/28/2023
Total WISCONSIN STATE LAB OF HYGIENE:				28.00	28.00		
WAUPUN UTILITIES (Refund Acct)							
100000	15038600.20	REF OVERPAYMT FRM: 407 JOHNSON ST	02/28/2023	94.94	94.94	48834	02/28/2023
Total WAUPUN UTILITIES (Refund Acct):				94.94	94.94		
Grand Totals:				1,170,637.33	1,170,637.33		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS (CD)						
2						
02/07/2023	2	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	6.32	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	5.02	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	4.86	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH	.00	16.20-
Total 2:					16.20	16.20-
CASH DISBURSEMENTS (CD)						
3						
02/28/2023	3	Record January's Wholesale Power Bill AC	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	765,403.85	
		Record January's Wholesale Power Bill AC	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,718.91	
		Record January's Wholesale Power Bill AC	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,529.94	
		Record January's Wholesale Power Bill AC	9-1131-0000-00	COMBINED CASH	.00	768,652.70-
Total 3:					768,652.70	768,652.70-
CASH DISBURSEMENTS (CD)						
4						
02/10/2022	4	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,206.99	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	423.12	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	591.89	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH	.00	2,222.00-
Total 4:					2,222.00	2,222.00-
CASH DISBURSEMENTS (CD)						
5						
02/10/2023	5	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	737.49	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	179.72	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	209.90	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH	.00	1,127.11-
Total 5:					1,127.11	1,127.11-
CASH DISBURSEMENTS (CD)						
6						
02/03/2023	6	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	2,289.13	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	633.91	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	598.70	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH	.00	3,521.74-
Total 6:					3,521.74	3,521.74-
CASH DISBURSEMENTS (CD)						
7						
02/13/2023	7	Record Jan Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	13,951.12	
		Record Jan Sales & Use Tax	9-1131-0000-00	COMBINED CASH	.00	13,951.12-
Total CASH DISBURSEMENTS (CD):					789,490.87	789,490.87-
References: 6 Transactions: 22						
Total 7:					13,951.12	13,951.12-

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
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CASH DISBURSEMENTS (CD) (continued)

Account Number	Account Title	Debit Amount	Credit Amount
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CASH DISBURSEMENTS (CD) (continued)

12232000000	ACCOUNTS PAYABLE - ELECTRIC	767,354.65	
22232000000	ACCOUNTS PAYABLE - WATER	2,326.77	
32232000000	ACCOUNTS PAYABLE - WASTEWATER	2,336.59	
15921101020	OFC SUP & EXP CREDIT CARD TRAN	2,289.13	
25921101020	OFC SUP & EXP CREDIT CARD TRAN	633.91	
35851101020	OFC SUP & EXP-CREDIT CARD TRAN	598.70	
12241241600	TAX COLL PAY - SALES TAX	13,951.12	
91131000000	COMBINED CASH	.00	789,490.87-
Grand Totals:		<u>789,490.87</u>	<u>789,490.87-</u>
Grand Totals:			<u>789,490.87</u> <u>789,490.87-</u>



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: March 13, 2023
SUBJECT: January 2023 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

Construction for all three utilities was minimal as is typical for the winter months. Electric crews work on maintenance projects such as tree trimming and the water/sewer crews work on televising mains to identify failing infrastructure. Construction at the WWTP continues with monthly Disbursement Requests processed through the USDA.

MONTHLY OPERATING RESULTS – January 2023 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **2.0% lower** than January 2022 on lower sales to Residential customers.

Water

- Monthly sales units of 100 cubic feet were **2.8% higher** than January 2022 sales on higher sales to Multi-Family, Commercial and Industrial customers.

Sewer

- Monthly sales units of 100 cubic feet were **21.4% higher** than January 2022 sales from increased volumes to public authority customers.

Income Statement

Electric

- Operating income was \$66,000 in January 2023 compared to \$62,400 in January 2022.
- Net income was \$86,100 in January 2023 compared to \$102,100 in January 2022.

Water

- Operating income was \$67,600 in January 2023 compared to \$76,300 in January 2022.
- Net income was \$66,000 in January 2023 compared to \$62,400 in January 2022.

Sewer

- Operating income was \$69,400 in January 2023 compared to \$9,100 in January 2022.
- Net income was \$56,300 in January 2023 compared to a loss of (\$19,200) in January 2022.

Balance Sheets

Electric

- Balance sheet *increased* \$60,000 from December 2022 due to an increase in collections from billable customer work from the prior year.
- Unrestricted cash remained relatively unchanged from the December 2022.

Water

- Balance sheet *increased* \$107,300 from December 2022 largely due to lower operating expenses.
- Unrestricted cash increased \$59,200 from the December 2022.

Sewer

- Balance sheet *decreased* \$1,254,300 from December 2022 as a result of the timing of payables and receivables associated with the WWTF upgrade and USDA reimbursements.
- Unrestricted cash *decreased* \$54,000 primarily from the timing of outstanding payables due to vendors and monthly debt redemption funding.

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* \$190,700 or **2.0%** from December 2022 primarily from slightly higher sales in the water and sewer utilities.
- Received interest and distributions of \$6,500 and recorded an unrealized *positive* market adjustment of \$10,300, along with \$500 in management fees, resulting in a net portfolio *gain* of \$16,300 for the month.
- Total interest and investment income earned on all accounts for the month was \$27,800.

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 (<i>As of 4/14/2022</i>):	\$ 37,508,000
Total Project Costs to Date (<i>Thru 3/9/2023</i>):	\$ 32,923,298
Loan Draws – Project to Date (<i>Thru 3/9/2023</i>):	\$ 27,807,000
Grants Provided (<i>Thru 3/9/2023</i>):	\$ 4,980,000
Disburse Request #22,23 Requested (<i>3/9/2023</i>):	\$ 795,000
Disburse Request #22,23 – Paid (<i>2/15/2023</i>):	\$ 795,000

Electric Disconnection Moratorium Ends April 15, 2023

The electric utility is permitted to resume electric service disconnections effective April 15, 2023 per Wisconsin State Statutes and PSCW operating rules. Any customers meeting the disconnection criteria could be disconnected as of April 19, 2023.

Test Year 2023 Electric Rate Case

Utility staff is working with WPPI to conduct an electric rate review for the 2023 Test Year. Current electric rates were approved effective September 2016 utilizing financial data from 2015. A rate review is necessary to determine the adequacy of our rate design within the current economic climate. Rate study results and submission to the PSC is anticipated in the 2nd quarter of 2023.

Credit Card Payment Processing Fees

The utility currently accepts multiple different forms of payment from customers to pay their utility bills. Since Waupun Utilities began utilizing an external vendor to process payments in 2010, the Utilities has been absorbing all processing fees from 3rd party service providers as a convenience to our customers. The total fees paid by the Utilities has steadily increased every year with total fees paid in 2022 of \$45,000. These fees are **NOT** built into our current rate design and are not recovered through rates due to PSCW restrictions. As a result, the Utilities we begin passing some of these fees to customers as many of our peer utilities have done in recent years. Customers will still have options to process payments at no cost to them.

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

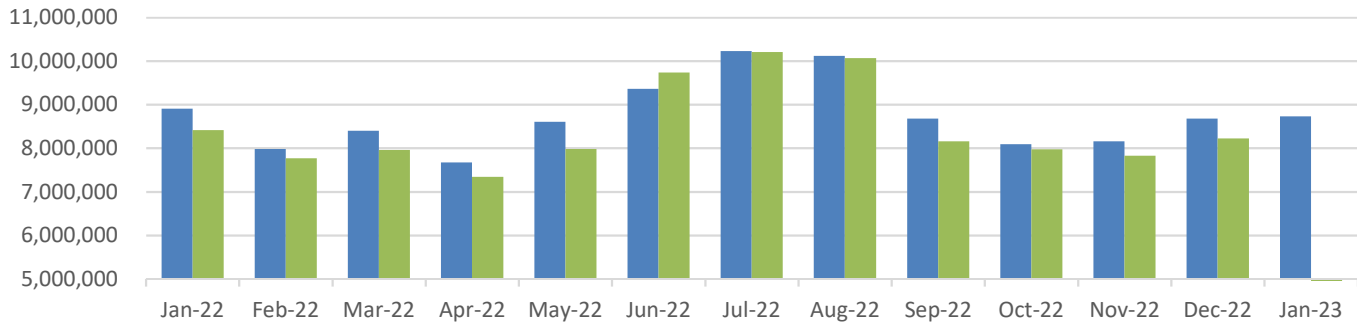
Waupun Utilities											
Construction and Plant Additions Summary											
January 2023											
CONSTRUCTION:											
Description	Electric			Sewer			Water			Total	
	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Substation upgrades	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Poles, towers and fixtures	-	-	10,000	-	-	-	-	-	-	-	10,000.00
Overhead and underground conductor and devices	134	134	20,000	-	-	-	-	-	-	134	20,000
Transformers	-	-	110,000	-	-	-	-	-	-	-	110,000
Overhead and Underground Services	4,250	4,250	15,000	-	-	-	-	-	-	4,250	15,000
LED street lighting	788	788	5,000	-	-	-	-	-	-	788	5,000
Rebuild overhead and underground line	-	-	193,500	-	-	-	-	-	-	-	193,500
CIAC - Work Invoiced to Customer / Others	-	-	-	-	-	-	-	-	-	-	-
City of Waupun - Shared Services	-	-	-	-	-	-	-	-	-	-	-
Sewer CIPP & manhole lining	-	-	-	-	-	80,500	-	-	-	-	80,500
Meters	-	-	12,000	-	-	-	4,805	4,805	8,000	4,805	20,000
Miscellaneous Work Orders	-	-	-	-	-	-	-	-	-	-	-
TOTAL CONSTRUCTION	\$ 5,172	\$ 5,172	\$ 455,500	\$ -	\$ -	\$ 80,500	\$ 4,805	\$ 4,805	\$ 8,000	\$ 9,977	\$ 544,000
CARRYOVER PROJECTS:											
Underground services	\$ 412	\$ 4,531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,531	\$ -
Overhead rebuild - Bly Street	-	39,544	-	-	-	-	-	-	-	39,544	-
United Co-op primary extention	-	3,197	-	-	-	-	-	-	-	3,197	-
WWTF Phosphorus Upgrade Engineering	-	-	-	-	3,482,715	3,804,000	-	-	-	3,482,715	3,804,000
WWTF Construction Upgrade - ABNR	-	-	-	-	29,200,330	33,704,000	-	-	-	29,200,330	33,704,000
S. Madison street reconstruction - phase 2	-	-	-	-	548,369	574,541	-	734,047	784,242	1,282,416	1,358,783
TOTAL CARRYOVER CONSTRUCTION	\$ 412	\$ 47,272	\$ -	\$ -	\$ 33,231,414	\$ 38,082,541	\$ -	\$ 734,047	\$ 784,242	\$ 34,012,733	\$ 38,866,783
PLANT ADDITIONS:											
Description	Electric			Sewer			Water			Total	
	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Cable locator	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Safety equipment & misc tools	-	-	22,000	-	-	-	-	-	-	-	22,000
SCADA upgrades	-	-	-	-	-	-	-	-	22,000	-	22,000
Digester building equipment replacement	-	-	-	-	-	62,500	-	-	-	-	62,500
Other equipment replacement	-	-	-	-	-	4,000	-	-	6,300	-	10,300
TOTAL PLANT ADDITIONS	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ 66,500	\$ -	\$ -	\$ 28,300	\$ -	\$ 126,800

Sales and Revenues Dashboard - Jan 2023

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	8,730,880	#DIV/0!	#DIV/0!	Power Costs	\$ 763,277	#DIV/0!	#DIV/0!
Revenues	\$ 937,748	#DIV/0!	#DIV/0!	Gross Margin	\$ 174,471	#DIV/0!	#DIV/0!

kWhs Sold

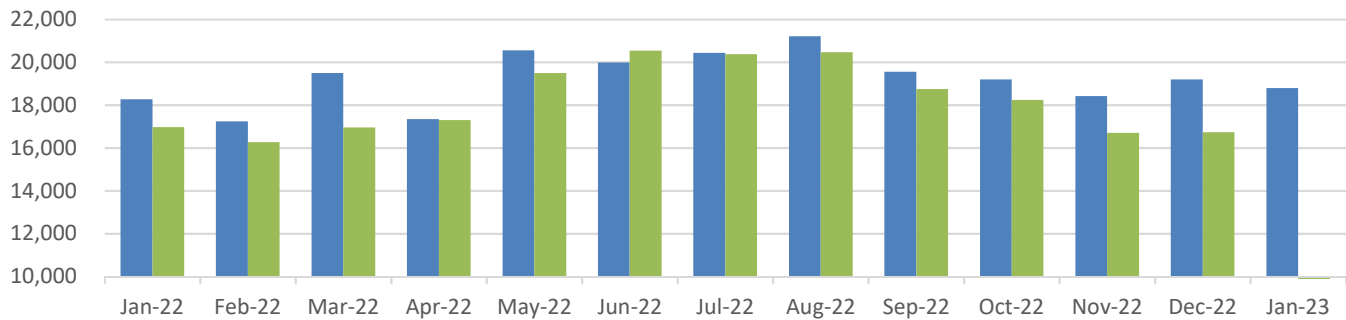
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	18,790	#DIV/0!	#DIV/0!	Revenues	\$ 146,414	#DIV/0!	#DIV/0!

Water Cubic Feet (100's) Sold

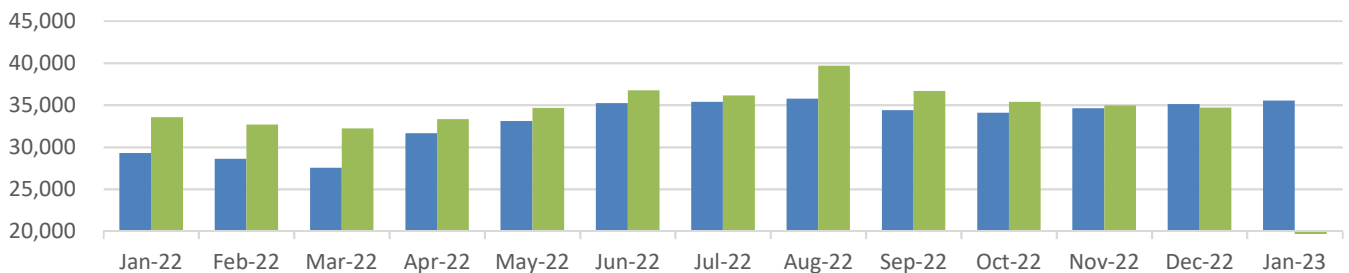
■ Actual ■ Budgeted



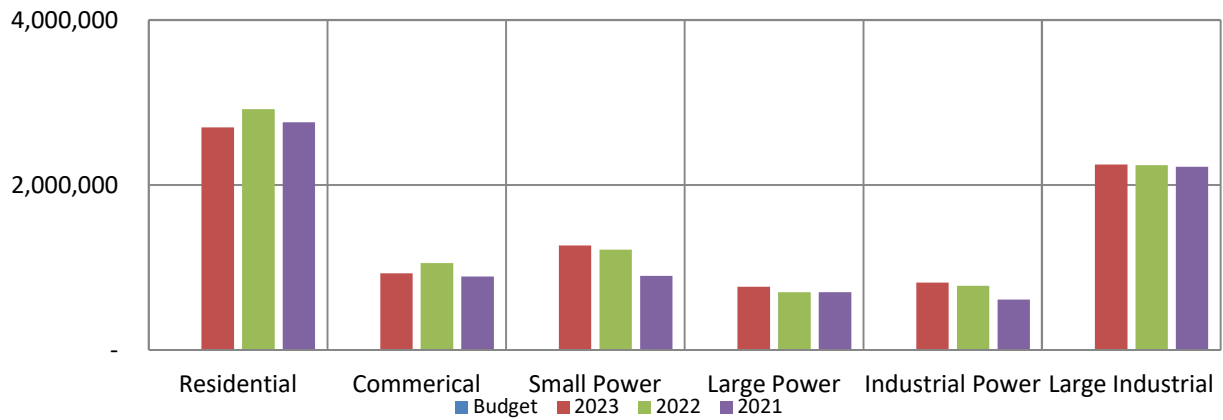
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	35,553	#DIV/0!	#DIV/0!	Revenues	\$ 233,855	#DIV/0!	#DIV/0!

Sewer Cubic Feet (100's) Treated

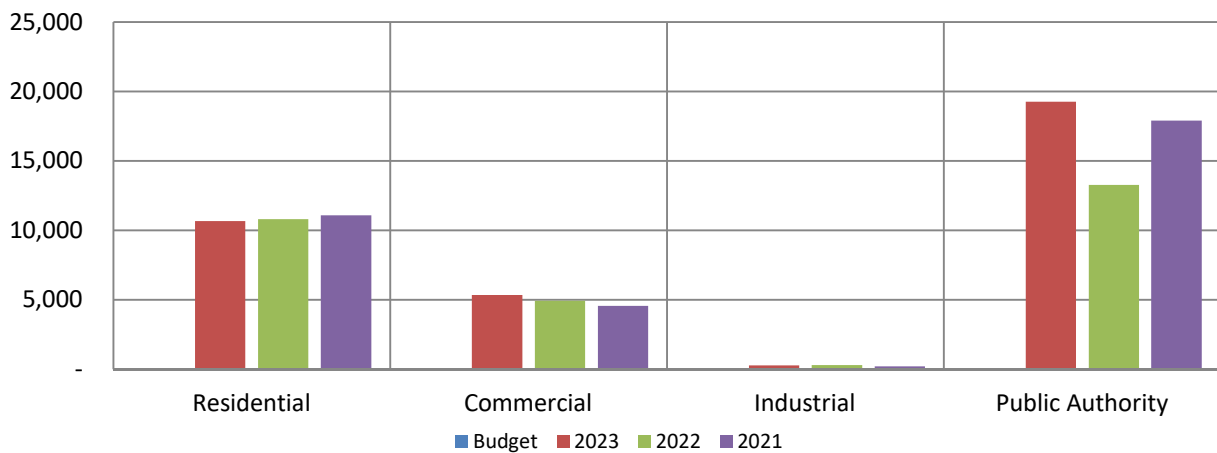
■ Actual ■ Budgeted



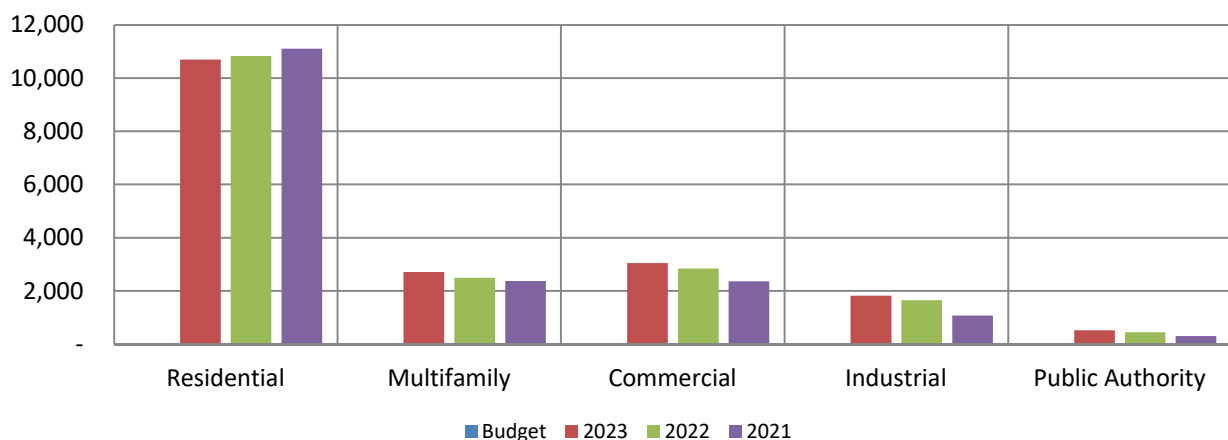
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Jan 2021	Jan 2022	Jan 2023
Sales of Electricity	\$ 9,437,634	\$ 10,248,855	\$ 11,135,397
Purchased Power	7,366,467	8,174,212	9,029,505
Gross Margin	2,071,167	2,074,642	2,105,892
	21.9%	20.2%	18.9%
Other Operating Revenues	95,367	182,328	116,172
Operating Expenses			
Distribution expense	303,753	270,875	314,645
Customer accounts expense	116,643	113,015	116,710
Advertising expense	975	847	787
Administrative & general expense	375,167	345,322	371,050
Total operating expenses	796,538	730,060	803,192
Other Operating Expenses			
Depreciation expense	613,857	612,112	632,895
Taxes	332,172	318,670	301,207
Total other operating expenses	946,030	930,782	934,101
Operating Income	423,967	596,128	484,771
Other Income (Expense)			
Capital contributions	49,195	133,826	146,681
Interest expense	(37,315)	(27,563)	(22,256)
Amortization of debt-related costs	(7,996)	(6,692)	(6,582)
Other	110,377	18,930	8,843
Total other income (expense)	114,262	118,502	126,686
Net Income	\$ 538,228	\$ 714,630	\$ 611,457

Regulatory Operating Income	548,651	620,391	496,071
Rate of Return	6.31	7.20	5.85
Authorized Rate of Return	5.00	5.00	5.00
Current Ratio	5.6	5.6	5.5
Months of Unrestricted Cash on Hand	3.3	3.8	3.9
Equity vs Debt	0.90	0.92	0.94
Asset Utilization	0.51	0.53	0.55
Combined E&W Debt Coverage	4.20	4.49	4.22
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 Jan, 31 2023

	Last 12 Months	YTD 2023	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 11,135,397	\$ 937,748	\$ -	\$ 937,748
Purchased Power	9,029,505	763,277	-	763,277
Gross Margin	2,105,892	174,471	-	174,471
	18.9%	18.6%	#DIV/0!	
Other Operating Revenues	116,172	80,009	-	80,009
Operating Expenses				
Distribution expense	314,645	29,422	-	29,422
Customer accounts expense	116,710	8,316	-	8,316
Advertising expense	787	-	-	-
Administrative & general expense	371,050	57,825	-	57,825
Total operating expenses	803,192	95,563	-	95,563
Other Operating Expenses				
Depreciation expense	632,895	52,940	-	52,940
Taxes	301,207	24,522	-	24,522
Total other operating expenses	934,101	77,462	-	77,462
Operating Income	484,771	81,454	-	81,454
Other Income (Expense)				
Capital contributions	146,681	-	-	-
Interest expense	(22,256)	(1,619)	-	(1,619)
Amortization of debt-related costs	(6,582)	(533)	-	(533)
Other	8,843	6,748	-	6,748
Total other income (expense)	126,686	4,596	-	4,596
Net Income	\$ 611,457	\$ 86,051	\$ -	\$ 86,051

	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022
Operating Revenues	\$ 937,748	\$ 834,648	\$ 843,995	\$ 825,740	\$ 1,041,910	\$ 1,200,611	\$ 1,236,535	\$ 1,074,961	\$ 916,617	\$ 717,382	\$ 753,435	\$ 751,815	\$ 852,086
Purchased Power	763,277	654,234	671,332	660,754	871,172	1,015,723	1,052,262	887,358	739,992	550,888	584,861	577,652	672,345
Gross Margin	174,471	180,414	172,664	164,986	170,739	184,888	184,273	187,603	176,624	166,494	168,574	174,163	179,741
	18.6%	21.6%	20.5%	20.0%	16.4%	15.4%	14.9%	17.5%	19.3%	23.2%	22.4%	23.2%	21.1%
Other Operating Revenues	80,009	(50,986)	9,089	4,163	9,676	11,057	9,782	9,110	8,492	8,526	8,415	8,840	77,711
Operating Expenses													
Distribution expense	29,422	8,126	21,087	24,861	21,196	25,400	22,945	22,703	25,532	29,585	41,722	42,066	23,779
Customer accounts expense	8,316	5,377	9,598	12,709	10,129	9,686	9,564	9,963	10,392	12,610	8,387	9,979	8,143
Advertising expense	-	(3,135)	430	1,112	-	2,000	(2,769)	(628)	54	115	2,357	1,250	-
Administrative & general expense	57,825	(17,463)	25,907	44,596	34,340	26,363	36,278	23,336	30,156	36,618	37,223	35,870	37,219
Total operating expenses	95,563	(7,095)	57,021	83,277	65,665	63,448	66,018	55,374	66,135	78,929	89,690	89,165	69,140
Other Operating Expenses													
Depreciation expense	52,940	59,987	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997
Taxes	24,522	(25,315)	33,502	38,673	27,739	27,809	27,767	27,944	52,873	8,780	28,460	28,451	28,522
Total other operating expenses	77,462	34,672	85,499	90,670	79,736	79,806	79,764	79,941	104,870	60,777	80,457	80,448	80,519
Operating Income	81,454	101,850	39,233	(4,798)	35,013	52,690	48,273	61,398	14,111	35,315	6,843	13,389	107,792
Other Income (Expense)													
Capital contributions	-	11,954	5,000	112,275	5,888	-	-	-	1,749	-	10,385	(571)	-
Interest expense	(1,619)	(1,201)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(2,261)	(2,263)
Amortization of debt-related costs	(533)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)
Other	6,748	(5,907)	7,964	2,762	(2,101)	1,156	5,254	(1,261)	3,476	(1,451)	(5,191)	(2,607)	(2,915)
Total other income (expense)	4,596	4,297	10,506	112,579	1,329	(1,302)	2,796	(3,719)	2,766	(3,910)	2,736	(5,990)	(5,728)
Net Income	\$ 86,051	\$ 106,147	\$ 49,739	\$ 107,781	\$ 36,342	\$ 51,388	\$ 51,068	\$ 57,679	\$ 16,878	\$ 31,405	\$ 9,579	\$ 7,399	\$ 102,064

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

WATER	Jan 2021	Jan 2022	Jan 2023
Operating Revenues	\$ 2,598,605	\$ 2,609,329	\$ 2,664,831
Operating Expenses			
Source of supply expenses	44,666	886	31,998
Pumping expenses	78,872	83,765	91,059
Water treatment expenses	172,792	156,238	182,417
Transmission & distribution expenses	246,927	258,121	248,468
Customer accounts expenses	105,100	101,705	108,675
Administrative & general expense	260,352	254,463	327,120
Total operating expenses	908,708	855,178	989,738
Other Operating Expenses			
Depreciation expense	579,087	575,142	578,425
Taxes	378,172	361,991	345,672
Total other operating expenses	957,259	937,133	924,097
Operating Income	732,637	817,018	750,997
Other Income (Expense)			
Capital contributions from customers and municipal	180,432	80,000	-
Interest expense	(146,301)	(114,610)	(101,620)
Amortization of debt-related costs	(20,897)	(17,089)	(16,311)
Other	1,958	(657)	15,084
Total other income (expense)	15,192	(52,356)	(102,848)
Net Income	\$ 747,829	\$ 764,662	\$ 648,149

Regulatory Operating Income	768,326	819,318	791,626
Rate of Return	5.50	5.72	5.64
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	29.85	28.08	25.76
Months of Unrestricted Cash on Hand	15.58	18.49	17.49
Equity vs Debt	0.73	0.76	0.79
Asset Utilization	0.36	0.37	0.39

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 Jan 31, 2023

	Last 12 Months	YTD 2023	YTD Budget	Difference
WATER				
Operating Revenues	\$ 2,664,831	\$ 220,551	\$ -	\$ 220,551
Operating Expenses				
Source of supply expenses	31,998	-	-	-
Pumping expenses	91,059	7,299	-	7,299
Water treatment expenses	182,417	12,130	-	12,130
Transmission & distribution expenses	248,468	8,066	-	8,066
Customer accounts expenses	108,675	7,523	-	7,523
Administrative & general expense	327,120	42,491	-	42,491
Total operating expenses	989,738	77,509	-	77,509
Other Operating Expenses				
Depreciation expense	578,425	46,089	-	46,089
Taxes	345,672	29,314	-	29,314
Total other operating expenses	924,097	75,403	-	75,403
Operating Income	750,997	67,639	-	67,639
Other Income (Expense)				
Capital contributions	-	-	-	-
Interest expense	(101,620)	(7,885)	-	(7,885)
Amortization of debt-related costs	(16,311)	(1,272)	-	(1,272)
Other	15,084	7,482	-	7,482
Total other income (expense)	(102,848)	(1,676)	-	(1,676)
Net Income	\$ 648,149	\$ 65,963	\$ -	\$ 65,963

	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022
WATER													
Operating Revenues	\$ 220,551	\$ 217,935	\$ 219,019	\$ 225,597	\$ 223,220	\$ 230,796	\$ 228,004	\$ 225,883	\$ 229,129	\$ 213,473	\$ 220,610	\$ 210,613	\$ 216,304
Operating Expenses													
Source of supply expenses	-	490	76	54	23,005	-	8,092	-	-	281	-	-	-
Pumping expenses	7,299	9,810	6,718	6,321	8,384	7,254	7,393	7,019	6,985	6,967	8,219	8,690	7,982
Water treatment expenses	12,130	14,050	18,537	14,577	15,003	20,809	13,153	11,452	21,549	13,038	16,463	11,655	10,275
Transmission & distribution expenses	8,066	48,611	15,315	30,946	28,431	14,519	18,659	14,705	22,250	19,190	12,896	14,883	8,968
Customer accounts expenses	7,523	6,636	8,451	11,594	8,882	8,551	8,859	8,870	9,136	11,601	9,559	9,014	7,135
Administrative & general expense	42,491	30,185	26,256	23,067	28,516	27,113	32,032	18,525	23,286	28,751	25,817	21,081	26,360
Total operating expenses	77,509	109,782	75,354	86,559	112,220	78,246	88,188	60,571	83,206	79,827	72,953	65,323	60,720
Other Operating Expenses													
Depreciation expense	46,089	51,830	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051
Taxes	29,314	(2,698)	31,412	35,202	31,557	31,597	31,468	31,374	61,870	1,867	31,287	31,421	31,199
Total operating expenses	75,403	49,132	79,463	83,253	79,608	79,647	79,519	79,425	109,920	49,918	79,337	79,472	79,250
Operating Income	67,639	59,021	64,203	55,785	31,392	72,903	60,297	85,888	36,003	83,727	68,319	65,819	76,334
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(7,885)	(6,869)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(9,466)	(9,465)
Amortization of debt-related costs	(1,272)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)
Other	7,482	4,851	8,847	3,170	(2,083)	(1,117)	1,263	(1,225)	3,825	(1,532)	(5,570)	(2,828)	(3,147)
Total other income (expense)	(1,676)	(3,385)	(1,120)	(6,797)	(12,050)	(11,084)	(8,704)	(11,192)	(6,142)	(11,500)	(15,537)	(13,661)	(13,980)
Net Income	\$ 65,963	\$ 55,636	\$ 63,083	\$ 48,988	\$ 19,343	\$ 61,819	\$ 51,593	\$ 74,696	\$ 29,861	\$ 72,228	\$ 52,782	\$ 52,158	\$ 62,354

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

SEWER	Jan 2021	Jan 2022	Jan 2023
Operating Revenues	\$ 2,372,648	\$ 2,221,173	\$ 2,715,310
Operating Expenses			
WWTP operation expenses	369,162	384,352	452,654
Laboratory expenses	77,201	81,313	70,163
Maintenance expenses	422,331	640,149	458,059
Customer accounts expenses	143,579	139,514	143,869
Administrative & general expenses	435,432	402,754	438,517
Total operating expenses	1,447,705	1,648,081	1,563,262
Other Operating Expenses			
Depreciation expense	703,001	704,671	702,056
Total other operating expenses	703,001	704,671	702,056
Operating Income	221,943	(131,579)	449,992
Other Income (Expense)			
Interest expense	(51,404)	(106,194)	(293,140)
Capital contributions	134,100	92,000	4,185,000
Other	(108,037)	(4,497)	(1,136)
Total other income (expense)	(25,342)	(18,691)	3,890,724
Net Income	\$ 196,601	\$ (150,271)	\$ 4,340,715

Operating Income (excluding GASB 68 & 75)	226,486	(174,778)	418,373
Rate of Return	1.44	(1.24)	2.97
Current Ratio	81.18	11.90	1.53
Months of Unrestricted Cash on Hand	20.66	9.62	5.53
Equity vs Debt	0.81	0.41	0.40
Asset Utilization	0.50	0.49	0.51
Debt Coverage	0.99	0.45	1.28
Minimum Required Coverage	1.20	1.20	1.20

Note 1 - Sewer rates increased April 2022.

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.

Debt Coverage - Earnings coverage of annual debt service. Must exceed 1.20

WAUPUN UTILITIES

Detailed Income Statement and YTD Budget Comparison

Sewer Utility

For the Period Ended Jan 31, 2023

	Last 12 Months	YTD 2023	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,715,310	\$ 270,273	\$ -	\$ 270,273
Operating Expenses				
WWTP operation expenses	452,654	23,958	-	23,958
Laboratory expenses	70,163	5,225	-	5,225
Maintenance expenses	458,059	31,932	-	31,932
Customer accounts expenses	143,869	10,448	-	10,448
Administrative & general expenses	438,517	69,061	-	69,061
Total operating expenses	1,563,262	140,624	-	140,624
Other Operating Expenses				
Depreciation expense	702,056	60,206	-	60,206
Total other operating expenses	702,056	60,206	-	60,206
Operating Income (Loss)	449,992	69,442	-	69,442
Non-operating Income (Expense)				
Interest Expense	(293,140)	(26,709)	-	(26,709)
Capital contributions	4,185,000	-	-	-
Other	(1,136)	13,552	-	13,552
Total other income (expense)	3,890,724	(13,157)	-	(13,157)
Net Income (Loss)	\$ 4,340,715	\$ 56,285	\$ -	\$ 56,285

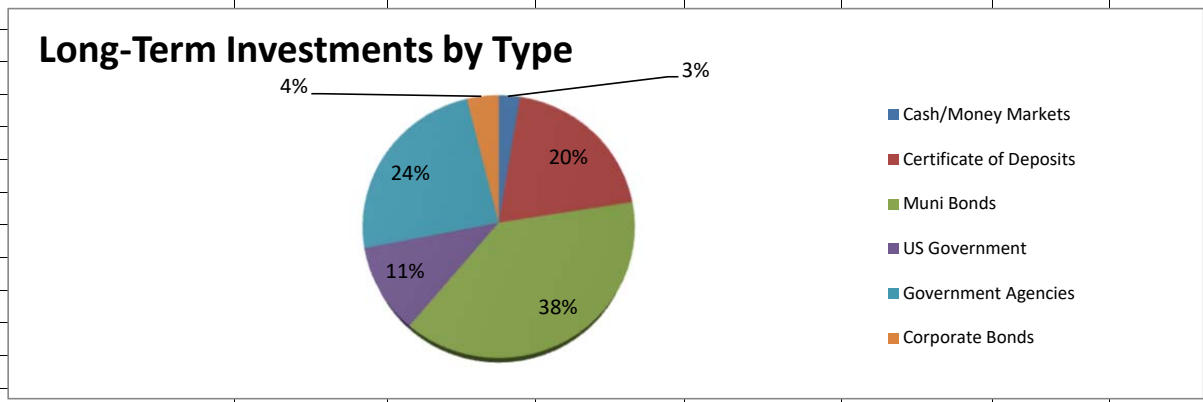
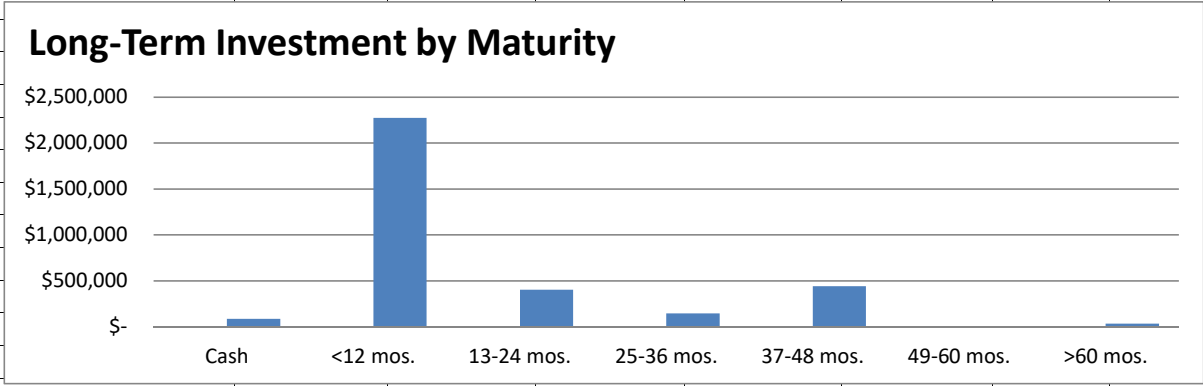
	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022	Feb 2022	Jan 2022
SEWER													
Operating Revenues	\$ 270,273	\$ 272,291	\$ 246,708	\$ 243,017	\$ 213,457	\$ 257,409	\$ 225,150	\$ 211,007	\$ 216,243	\$ 204,779	\$ 167,923	\$ 187,053	\$ 182,631
Operating Expenses													
WWTP operation expenses	23,958	54,439	33,715	54,084	40,531	32,189	35,704	30,994	50,865	36,633	29,548	29,994	35,695
Laboratory expenses	5,225	5,417	6,624	6,684	4,466	5,272	6,253	6,375	5,640	8,610	5,579	4,019	6,678
Maintenance expenses	31,932	101,794	13,060	51,477	32,048	29,233	22,604	33,698	57,242	30,006	25,178	29,789	21,542
Customer accounts expenses	10,448	8,150	11,819	14,806	12,066	11,744	11,658	12,011	12,346	14,682	12,094	12,046	10,524
Administrative & general expense	69,061	(6,763)	41,442	48,548	33,204	29,798	39,030	27,848	42,578	42,399	38,575	32,795	40,446
Total operating expenses	140,624	163,037	106,659	175,598	122,315	108,236	115,250	110,925	168,671	132,330	110,974	108,643	114,886
Other Operating Expenses													
Depreciation expense	60,206	55,375	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648
Total other operating expenses	60,206	55,375	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648
Operating Income (Loss)	69,442	53,879	81,401	8,772	32,495	90,525	51,253	41,434	(11,075)	13,802	(1,699)	19,762	9,098
Other Income (Expense)													
Interest expense	(26,709)	(24,104)	(23,723)	(24,573)	(24,573)	(24,573)	(24,573)	(24,573)	(24,573)	(23,723)	(23,723)	(23,723)	(23,723)
Capital contributions	-	1,064,000	-	1,502,000	-	1,619,000	-	-	-	-	-	-	-
Other	13,552	821	19,039	5,167	(9,259)	(5,868)	1,173	(4,654)	12,264	(5,240)	(18,757)	(9,375)	(4,616)
Total other income (expense)	(13,157)	1,040,717	(4,684)	1,482,595	(33,832)	1,588,559	(23,399)	(29,226)	(12,309)	(28,963)	(42,479)	(33,098)	(28,339)
Net Income (Loss)	\$ 56,285	\$ 1,094,595	\$ 76,717	\$ 1,491,366	\$ (1,337)	\$ 1,679,085	\$ 27,853	\$ 12,208	\$ (23,384)	\$ (15,161)	\$ (44,178)	\$ (13,335)	\$ (19,241)

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Jan 2021	Jan 2022	Jan 2023	Dec 2022	Change
Cash and investments - unrestricted	\$ 2,342,428	\$ 2,886,466	\$ 3,291,185	\$ 3,291,440	\$ (255)
Cash and investments - restricted	164,651	208,362	211,713	194,894	16,819
Receivables	902,503	1,057,453	1,169,744	1,031,288	138,456
Materials and supplies	187,253	197,738	294,771	296,634	(1,863)
Other assets	100,707	99,529	91,101	67,630	23,471
Plant - net of accumulated depreciation	9,102,458	9,009,033	8,903,766	8,954,862	(51,096)
Deferred outflows of resources	491,728	694,671	939,330	1,004,815	(65,485)
Total Assets	13,291,728	14,153,253	14,901,610	14,841,563	60,047
Accounts payable	561,961	688,896	803,522	767,152	36,371
Payable to sewer utility	-	-	-	-	-
Interest accrued	13,375	11,313	8,969	7,350	1,619
Accrued benefits	73,861	73,889	84,348	84,947	(600)
Deferred inflows of resources	831,670	1,018,663	1,187,358	1,266,216	(78,858)
Long-term debt	1,070,000	905,000	735,000	735,000	-
Net Position	10,740,862	11,455,492	12,082,414	11,980,898	101,516
Total Liabilities & Net Position	\$ 13,291,728	\$ 14,153,253	\$ 14,901,610	\$ 14,841,563	\$ 60,047
WATER	Jan 2021	Jan 2022	Jan 2023	Dec 2022	Change
Cash and investments - unrestricted / designated	\$ 1,670,412	\$ 1,875,383	\$ 1,946,630	\$ 1,887,433	\$ 59,197
Cash and investments - restricted	437,508	594,795	605,422	559,034	46,389
Receivables	246,663	262,557	255,576	262,930	(7,355)
Materials and supplies	57,843	68,979	70,055	70,055	-
Other assets	207,532	154,463	130,934	98,171	32,763
Plant - net of accumulated depreciation	15,836,431	15,795,020	15,963,852	16,015,659	(51,807)
Deferred outflows of resources	245,971	383,028	532,634	577,351	(44,717)
Total Assets	18,702,360	19,134,226	19,505,103	19,470,634	34,469
Accounts payable	11,783	28,816	43,910	35,186	8,724
Interest accrued	52,439	47,328	41,593	33,708	7,885
Accrued benefits	47,721	45,008	52,099	53,851	(1,753)
Deferred inflows of resources	501,489	579,484	669,425	757,113	(87,688)
Long-term debt	4,715,000	4,295,000	3,870,000	3,870,000	-
Net Position	13,373,928	14,138,590	14,828,076	14,720,776	107,300
Total Liabilities & Net Position	\$ 18,702,360	\$ 19,134,226	\$ 19,505,103	\$ 19,470,634	\$ 34,469
SEWER	Jan 2021	Jan 2022	Jan 2023	Dec 2022	Change
Cash and investments - unrestricted	\$ 2,492,723	\$ 1,321,474	\$ 720,167	\$ 774,087	\$ (53,920)
Cash and investments - restricted	2,309,127	2,478,314	2,709,156	2,586,676	122,479
Receivables	200,071	200,310	307,529	302,988	4,542
Receivable from electric utility	-	-	-	-	-
Materials and supplies	7,789	7,346	7,294	7,294	-
Advances to other funds	328,440	255,452	210,452	210,452	-
Other assets	30,364	10,386	29,827	-	29,827
Plant - net of accumulated depreciation	15,841,564	33,460,534	46,979,554	48,286,682	(1,307,127)
Deferred outflows of resources	338,279	519,315	747,681	797,752	(50,071)
Total Assets	21,548,357	38,253,130	51,711,660	52,965,930	(1,254,270)
Accounts payable	14,463	70,791	588,755	1,873,633	(1,284,878)
Interest accrued	18,707	57,126	81,379	54,669	26,709
Accrued benefits	65,816	66,198	75,846	78,162	(2,316)
Deferred inflows of resources	510,810	648,648	809,415	895,466	(86,051)
Long-term debt	3,066,500	19,688,578	28,057,782	28,057,782	-
Net Position	17,872,060	17,721,789	22,098,484	22,006,218	92,265
Total Liabilities & Net Position	\$ 21,548,357	\$ 38,253,130	\$ 51,711,660	\$ 52,965,930	\$(1,254,270)

Monthly Dashboard - Cash & Investments	January 2023
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Account	Restrictions	Jan 2023	Dec 2022	\$ Inc/(Dec)	% Inc/(Dec)
Checking - E	Unrestricted	\$ 1,808,991	\$ 1,799,174	\$ 9,817	0.55%
Checking - W	Unrestricted	689,395	591,264	98,131	16.60%
Checking - S	Unrestricted	261,079	360,072	(98,993)	-27.49%
Reserves - E	Unrestricted	1,482,195	1,492,266	(10,071)	-0.67%
Reserves - W	Unrestricted	749,311	789,972	(40,660)	-5.15%
Reserves - S	Unrestricted	459,088	414,015	45,073	10.89%
P&I Redemption - E	Restricted	170,726	154,102	16,624	10.79%
P&I Redemption - W	Restricted	448,406	402,764	45,642	11.33%
P&I Redemption - S	Restricted	788,508	682,403	106,105	15.55%
Bond Reserve - S	Restricted	187,210	178,855	8,355	4.67%
Construction - S	Restricted	721	718	3	0.38%
Depreciation - E	Restricted	40,987	40,792	195	0.48%
Depreciation - W	Restricted	157,016	156,269	747	0.48%
ERF - Water Plant	Designated	507,924	506,198	1,726	0.34%
ERF - WWTP	Restricted	<u>1,732,717</u>	<u>1,724,700</u>	<u>8,017</u>	<u>0.46%</u>
		<u>\$ 9,484,273</u>	<u>\$ 9,293,564</u>	<u>\$ 190,710</u>	<u>2.05%</u>
Unrestricted and Designated		<u>\$ 5,957,982</u>	<u>\$ 5,952,960</u>	<u>\$ 5,022</u>	<u>0.08%</u>
	Restricted	<u>\$ 3,526,291</u>	<u>\$ 3,340,604</u>	<u>\$ 185,687</u>	<u>5.56%</u>





TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: March 13, 2023
SUBJECT: General Manager Report

Electric Department Update:

Call-Ins

- On February 16th, a car hit a street light pole in the 300 block of Carrington St. A crew was called in to de-energize the line and clean up the pole.
- On March 1st at 6:30 am, an electric meter reported no utility power on the 100 block of N Madison St. Crew inspected the electric service, replaced bad connectors and restored power at 7:30 am.

Line Clearance

- The electric department continues line clearance work on the distribution system. We anticipate line clearance to be complete the first week in April.

Veterans Memorial Field

- The Waupun Area School District is replacing aging electrical infrastructure at Veterans Memorial Field. Waupun Utilities crew worked with Central Cable to install new conduits under Jackson St. The conduits will be used to install a new 3 phase 400 Amp 277/480 Volt electric service later this summer.

MEUW JT&S Training

- The electric department training focused on troubleshooting using real life examples working on MEUW's URD training trailer. The instructor has the ability to set up different scenarios including misidentified cable, open circuits, and cables not phasing in. The instructor worked with the crews to troubleshoot and focus on safe work practices.

General Manager Update:

American Public Power Association Legislative Rally

- Mayor Rohn Bishop and I participated in the APPA Legislative Rally in Washington D.C. February 27th - March 1st. This year's rally was well attended with 55 Wisconsin public power communities and several others from all over the country.

- We met with Congressman Glenn Grothman, Senator Ron Johnson, and Senator Tammy Baldwin to discuss key topics affecting Public Power communities. Topics included: Strengthen partnerships for a secure grid; Alleviate the supply chain crisis; Enact energy permitting reform; Protect communities and honor federal commitments; and Public Power reducing its CO2 Emissions to address climate change.

Temporary Employee and Office Hours

- With two employees in the same department requesting extended time off with dates that overlap, operational changes are necessary to maintain operations and provide quality customer service with minimal staff. We will utilize a temporary, part time employee to help with the added workload for staff during that time. Additionally, from Memorial Day to Labor Day, office hours will change to 7:00 am - 4:00 pm Monday - Thursday and 7:00 am - 11:00 am on Friday.

Waupun Utilities Scholarship

- The 2023 scholarship information is available on our website. Applications are due by April 6, 2023. We have communicated with area guidance counselors notifying them that we are currently accepting scholarship applications and have requested that they share our information with senior students. We will periodically be promoting the scholarship information on our Facebook page.

This concludes my report for March 2023. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: March 7, 2023
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Staff has completed all annual preventative maintenance on High lift and RO booster pumps.

Decommissioning and refurbishing of Well # 1 structure is complete. In the interim, ABNR glass tubes will be stored in the building.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff has completed owner training on HVAC, Permeate pumps, CO₂, and Ammonia equipment.

Staff continues assisting Enhanced Automation and Ruckert Mielke with I/O checkout and control verification during the transitioning from existing processors and control schemes to the new systems.

Water/Sewer Crew:

There are no call-ins to report this month.

There was one water main break this past month. Details are as follows:

- The break was a radial crack on a 6-inch main, located at State and Lincoln, leaking approximately 209 gallons per minute for 3 hours, totaling 37,000 gallons.

Staff has completed large meter verification for 2023. All meters are within accuracy parameters, as set forth by the PSC.

Staff has completed televising sanitary Basin H and Basin I. Televising sanitary basins is the most effective methods to inspect the internal condition of a sanitary sewer. The main purpose of these inspections is to determine the condition of the pipe and if any blockages are present that may require cleaning, replacement or a repair may be necessary.

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