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**WAUPUN UTILITIES
COMMISSION MEETING
AGENDA**

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Utilities Commission will meet virtually at 4:00 pm on April 13, 2020, via Zoom. The public may access the conference meeting online or by phone. Instructions to join the meeting are provided below:

1. Join Zoom Meeting
<https://zoom.us/j/583305041> Meeting ID: 583 305 041 Password: 501590
2. By phone
+1 312 626 6799 Meeting ID: 583 305 041

Call to Order

Roll Call of Commissioners

1. Approval of Previous Meetings Minutes
2. Approval of Payments – Previous Months Bills
3. GM Report / Operations Report
4. Financial Report / Approval of Monthly Financial Results
5. Update on Business Finance Manager Search
6. Discuss Covid-19 updates/recommendations
7. Appearance by Visitors
8. 2019 Financial Audit Report—Baker Tilly

Closed Session

The Waupun Utilities Commission will adjourn in closed session under Section 19.85 (1) (c) 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.

10. Update the commission on the Business/Finance Manager search
11. Discuss / approve compassion package for new Business/Finance Manager.

Open Session

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any other governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact Jared Oosterhouse, General Manager at 324-7920.

cc: Mayor, Commissioners, Media

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

Action From Closed Session

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

Adjourn

**Minutes of a Special Meeting of the
Waupun Utilities Commission
Thursday, March 5, 2020**

The meeting was called to order by President Heeringa at 4:30 p.m.

Commissioners Heeringa, Homan, Gerritson, Kaczmariski, Thurmer, and Westphal were present. Mielke was absent with notice. Mayor Julie Nickel and City Administrator Kathy Schlieve were also present.

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

Motion made by Gerritson, 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 Westphal, seconded by Homan and unanimously carried, the meeting was adjourned at 6:02 p.m.

Jared Oosterhouse
Finance Director

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, March 9, 2020**

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

Commissioners Heeringa, Homan, Kaczmarski, Mielke, Thurmer, and Westphal were present. Gerritson was absent with notice.

Motion made by Thurmer, seconded by Kaczmarski and unanimously carried, to approve the minutes from the February 10, 2020, regular meeting.

On motion by Westphal, seconded by Thurmer and unanimously carried, bills for the month of February 2020 were approved as presented.

On motion by Kaczmarski, seconded by Westphal and unanimously carried, the year-to-date financial reports through January 2020 were approved as presented. Electric operating income was \$2,600 or \$21,000 below budget on higher A&G expense from three payroll periods and employee retirement payout. Water operating income was \$52,000 or \$3,600 above budget on lower operating expenses. Sewer operating income was \$46,800 or \$31,900 above budget on higher revenues and lower operating expenses.

General Manager Oosterhouse reported that our auditors Baker Tilly will be coming Monday, April 13, 2020 to present the audit report during the commission meeting. Staff is currently working on completing the information for the PSC Annual Report and will have the report submitted by April 1, 2020.

Water & Sewer Maint/Treatment Supervisor reported that the water treatment facility is performing well. The inspection of Well #4 has been completed and no significant repairs were needed. Crew has identified a cracked main as a result of a sanitary main backup. Alternate methods are being looked into to see if the main can be lined before having to dig and replace. Staff continue to televise sanitary mains the month of March.

Water & Sewer Maint/Treatment Supervisor provided an update on the ABNR project at the WWTP. A CO2 quality and optimization study is being completed to determine the sizing of the cogen unit, gas clean up equipment and gas quality. A cogen unit works as a generator and can power the existing and new plant.

Electric Operations Supervisor reported on outages that had occurred and the repairs made. On March 2, 2020, Waupun Utilities took over the last area remaining under the Alliant Energy territorial agreement. An important 3-phase line was included with the Alliant Energy purchase which allowed the utility to loop the distribution system on the west side of the City and for continued voltage conversion work to 12.4 kV.

General Manager reported on the mutual desire to amend the Sewer Promissory Note with the City of Waupun due to the interest rate increasing from 2% to Prime Rate and to define repayment terms. Motion made by Kaczmarski, seconded by Mielke and unanimously carried, to recommend to Common Council for approval an amendment to the Sewer Promissory Note with the City of Waupun including the repayment schedule.

On motion by Thurmer, seconded by Kaczmarski, to approve and utilize the existing job description for the recruitment of the Business Finance Manager position with the modification to #6 by adding the statement under direction of the General Manager. Motion carried unanimously.

Discussion on the General Manager job description was informational and will be brought forward to the next meeting.

Motion made by Thurmer, seconded by Homan, to adjourn in closed session under Section 19.85 (1) (c) (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 Thurmer, seconded by Mielke and unanimously carried, the meeting was adjourned at 7:16 p.m.

A special commission meeting is scheduled on Monday, March 16, 2020 at 5 p.m.

Jen Benson
Office & Customer Service Lead

**Minutes of a Special Meeting of the
Waupun Utilities Commission
Monday, March 16, 2020**

The meeting was called to order by President Heeringa at 5:00 p.m.

Commissioners Heeringa, Homan, Gerritson, Kaczmarski, Mielke, and Thurmer were present. Westphal was absent with notice.

General Manager Oosterhouse gave an update on COVID-19 and adjustments being made by Waupun Utilities to prepare and limit the risk of infection to utility staff.

General Manager Oosterhouse presented two proposals from search firms to find and hire a business finance manager. Discussion held on the search firms experience in the industry. Motion made by Thurmer, seconded by Kaczmarski, to approve Baker Tilly Search and Staffing up to \$25,500 to complete the search for a business finance manager. Motion carried unanimously.

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

Motion made by Gerritson, seconded by Mielke, 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 Mielke and unanimously carried, the meeting was adjourned at 6:52 p.m.

A special commission meeting is scheduled on Monday, March 30, 2020 at 5 p.m.

Jared Oosterhouse
General Manager

**Minutes of a Special Meeting of the
Waupun Utilities Commission
Monday, March 30, 2020**

The meeting was called to order by President Heeringa at 5:00 p.m.

Commissioners Heeringa, Homan, Gerritson, Kaczmarski, Mielke, Thurmer, and Westphal were present.

General Manager Oosterhouse gave an update on the search for the Finance Manager being performed by Baker Tilly Search and Staffing. There are several qualified candidates interested in the position. The interview committee will begin the interview process the week of April 6th through the use of videoconferencing.

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

Motion made by Westphal, seconded by Gerritson, 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 Mielke and unanimously carried, the meeting was adjourned at 6:55 p.m.

The next regularly scheduled meeting is on Monday, April 13, 2020 at 4:00 p.m.

Jared Oosterhouse
General Manager

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
ADVANCED DISPOSAL							
720	E10001403129	SANITARY CHRGS/MAIN OFFC BLDG	02/29/2020	174.20	174.20	45693	03/13/2020
	E10001403129	SANITARY CHRGS/MAIN OFFC BLDG	02/29/2020	108.88	108.88	45693	03/13/2020
	E10001403129	SANITARY CHRGS/MAIN OFFC BLDG	02/29/2020	152.42	152.42	45693	03/13/2020
	E10001403650	rev SANITARY CHRGS FOR WWTP	02/29/2020	1,804.03	1,804.03	45693	03/13/2020
Total ADVANCED DISPOSAL:				2,239.53	2,239.53		
ALLIANT ENERGY							
900	1670014012-03062	Area 4 - Assesst Purchase	03/06/2020	174,182.55	174,182.55	45694	03/13/2020
	183035-030320	Gas Utility for Water Plant	03/03/2020	616.27	616.27	45694	03/13/2020
	43700-022820	GAS UTIL BILL FOR SWG PLNT	02/28/2020	1,275.27	1,275.27	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	37.21	37.21	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	29.77	29.77	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	29.77	29.77	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	200.93	200.93	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	200.93	200.93	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	200.93	200.93	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	14.88	14.88	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	14.88	14.88	45694	03/13/2020
	590516-022820	Split Distribution - Main Bldg	02/28/2020	14.90	14.90	45694	03/13/2020
	931084-022820	GAS UTIL @ WWTP GARAGE	02/28/2020	1,417.79	1,417.79	45694	03/13/2020
Total ALLIANT ENERGY:				178,236.08	178,236.08		
APPLIED TECHNOLOGIES							
1340	34550	ABNR Upgrades	03/04/2020	140,700.54	140,700.54	45695	03/13/2020
Total APPLIED TECHNOLOGIES:				140,700.54	140,700.54		
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT1565611	PROFESSIONAL SERVICES	03/01/2020	7,262.95	7,262.95	45696	03/13/2020
	BT1565611	PROFESSIONAL SERVICES	03/01/2020	7,262.95	7,262.95	45696	03/13/2020
	BT1565611	PROFESSIONAL SERVICES	03/01/2020	7,265.12	7,265.12	45696	03/13/2020
Total BAKER TILLY VIRCHOW KRAUSE LLP:				21,791.02	21,791.02		
BENTZ AUTOMOTIVE INC							
2800	11837	Tire Repair #56 Chipper	02/05/2020	130.54	130.54	45697	03/13/2020
	12061	Tire Repair #36 Pole Trailer	02/20/2020	26.78	26.78	45697	03/13/2020
Total BENTZ AUTOMOTIVE INC:				157.32	157.32		
BIG ASS FANS							
2920	785880	Boomlift Installation/Fan Diagnostic	03/05/2020	3,797.00	3,797.00	45698	03/13/2020
Total BIG ASS FANS:				3,797.00	3,797.00		
BROOKS SHOES & REPAIR							
3550	32841	Composite Toe Boot- Darren Sytsma	02/26/2020	175.00	175.00	45699	03/13/2020
Total BROOKS SHOES & REPAIR:				175.00	175.00		
CAPITAL NEWSPAPERS							
5450	1691896	MTHLY COMMISSION MTG MINUTES	02/26/2020	29.96	29.96	45700	03/13/2020
	1691896	MTHLY COMMISSION MTG MINUTES	02/26/2020	23.81	23.81	45700	03/13/2020
	1691896	MTHLY COMMISSION MTG MINUTES	02/26/2020	23.05	23.05	45700	03/13/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total CAPITAL NEWSPAPERS:				76.82	76.82		
CAREW CONCRETE & SUPPLY CO							
5600	1158655	3/4 CRUSHER RUN	02/21/2020	84.44	84.44	45701	03/13/2020
	1158655	3/4 CRUSHER RUN	02/21/2020	42.22	42.22	45701	03/13/2020
	1158655	3/4 CRUSHER RUN	02/21/2020	42.21	42.21	45701	03/13/2020
	1158918	3/4 CLEAR STONE	02/29/2020	34.04	34.04	45701	03/13/2020
	1159048	3/4 CRUSHER RUN	03/02/2020	91.28	91.28	45701	03/13/2020
	1159048	3/4 CRUSHER RUN	03/02/2020	45.64	45.64	45701	03/13/2020
	1159048	3/4 CRUSHER RUN	03/02/2020	45.64	45.64	45701	03/13/2020
Total CAREW CONCRETE & SUPPLY CO:				385.47	385.47		
CORE & MAIN LP							
6310	M006870	BACKFLOW PREVENTORS/VAC BRKR	03/04/2020	2,502.62	2,502.62	45702	03/13/2020
	M022103	3/4 lperl 1G with cable and screws	03/09/2020	716.98	716.98	45702	03/13/2020
Total CORE & MAIN LP:				3,219.60	3,219.60		
CRANE ENGINEERING SALES INC							
6450	378172-00	Gorman Rupp Rotating Assemblies, Wear Plates	02/25/2020	9,349.92	9,349.92	45703	03/13/2020
	380558-00	FE Chemical Pump- Bld 60	03/04/2020	3,708.18	3,708.18	45703	03/13/2020
	380763-00	Chemical Feed Pump Parts- WWTP	02/27/2020	280.00	280.00	45703	03/13/2020
Total CRANE ENGINEERING SALES INC:				13,338.10	13,338.10		
CUMMINS SALES AND SERVICE							
6430	F6-56646	Battery replacement for Generator	02/28/2020	738.06	738.06	45704	03/13/2020
	F6-56646	Battery replacement for Generator	02/28/2020	553.53	553.53	45704	03/13/2020
	F6-56646	Battery replacement for Generator	02/28/2020	553.53	553.53	45704	03/13/2020
Total CUMMINS SALES AND SERVICE:				1,845.12	1,845.12		
DORNER COMPANY							
7700	151626-IN	Repair Auma SG10.1	02/21/2020	2,666.00	2,666.00	45705	03/13/2020
Total DORNER COMPANY:				2,666.00	2,666.00		
ELLISON ELECTRIC SUPPLY INC							
8200	1118566	Drives and Start up VFD RAS P-0001	02/28/2020	1,897.00	1,897.00	45706	03/13/2020
	1118566	Drives and Start up VFD RAS P-0003	02/28/2020	1,897.00	1,897.00	45706	03/13/2020
Total ELLISON ELECTRIC SUPPLY INC:				3,794.00	3,794.00		
FARM & HOME SUPPLY							
9200	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	13.99	13.99	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	23.30	23.30	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	33.31	33.31	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	47.24	47.24	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	30.00	30.00	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	9.15	9.15	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	154.45	154.45	45707	03/13/2020
	475905-FEB	MISCELLANEOUS ITEMS	02/29/2020	108.87	108.87	45707	03/13/2020
Total FARM & HOME SUPPLY:				420.31	420.31		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
FERGUSON WATERWORKS #1476							
9480	293203-1	5-1/4 WB67 Hydrants L/A Old Red	02/28/2020	5,418.00	5,418.00	45708	03/13/2020
Total FERGUSON WATERWORKS #1476:				5,418.00	5,418.00		
GERRITSON, DAVID							
11220	1ST QRT- 2020	COMMISSIONER'S QTRLY SALARY	03/01/2020	38.00	38.00	45709	03/13/2020
	1ST QRT- 2020	COMMISSIONER'S QTRLY SALARY	03/01/2020	31.00	31.00	45709	03/13/2020
	1ST QRT- 2020	COMMISSIONER'S QTRLY SALARY	03/01/2020	31.00	31.00	45709	03/13/2020
Total GERRITSON, DAVID:				100.00	100.00		
GRAINGER							
11400	945758742	Electric Cover - WWTP	02/27/2020	8.51	8.51	45710	03/13/2020
	9458176451	Conduit- WWTP	02/27/2020	27.04	27.04	45710	03/13/2020
Total GRAINGER:				35.55	35.55		
GREMMER & ASSOCIATES INC.							
11600	1	Project 200128 Sewer System Mapping	03/03/2020	2,460.00	2,460.00	45711	03/13/2020
Total GREMMER & ASSOCIATES INC.:				2,460.00	2,460.00		
GUENTHER SUPPLY INC							
11700	319232	PVC and Nipples	02/28/2020	55.44	55.44	45712	03/13/2020
Total GUENTHER SUPPLY INC:				55.44	55.44		
HAWKINS INC							
12200	4674243	EJH-968-500 Bolt Ass'y O-Ring	03/04/2020	78.00	78.00	45713	03/13/2020
	4674993	EJO-100-CL2-12 Ejector	03/05/2020	490.43	490.43	45713	03/13/2020
Total HAWKINS INC:				568.43	568.43		
HEERINGA, JOE							
12330	1ST QTR- 2020	COMMISSIONERS QTRLY SALARY	03/01/2020	52.24	52.24	45714	03/13/2020
	1ST QTR- 2020	COMMISSIONERS QTRLY SALARY	03/01/2020	42.63	42.63	45714	03/13/2020
	1ST QTR- 2020	COMMISSIONERS QTRLY SALARY	03/01/2020	42.63	42.63	45714	03/13/2020
Total HEERINGA, JOE:				137.50	137.50		
HOMAN, JEFF							
12830	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	38.00	38.00	45715	03/13/2020
	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	31.00	31.00	45715	03/13/2020
	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	31.00	31.00	45715	03/13/2020
Total HOMAN, JEFF:				100.00	100.00		
HYDROCORP INC.							
13985	56377-IN	CROSS CONNECTION CONTROL PROG	02/29/2020	2,252.00	2,252.00	45716	03/13/2020
Total HYDROCORP INC.:				2,252.00	2,252.00		
INTEGRATED COMMUNICATIONS SERV							
14650	200201451101	TELEPHONE ANSWERING SERV-AFT	02/24/2020	99.31	99.31	45717	03/13/2020
	200201451101	TELEPHONE ANSWERING SERV-AFT	02/24/2020	78.94	78.94	45717	03/13/2020
	200201451101	TELEPHONE ANSWERING SERV-AFT	02/24/2020	76.39	76.39	45717	03/13/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total INTEGRATED COMMUNICATIONS SERV:				254.64	254.64		
IRBY, STUART C							
14890	S011771488.001	Fuses	02/18/2020	603.50	603.50	45718	03/13/2020
Total IRBY, STUART C:				603.50	603.50		
ITU ABSORB TECH INC.							
14950	7429657	SHOP TOWELS FOR WWTP	03/06/2020	23.66	23.66	45719	03/13/2020
	7429660	SHOP TOWELS MTHLY RENTAL FEE	03/06/2020	39.77	39.77	45719	03/13/2020
	7429660	SHOP TOWELS MTHLY RENTAL FEE	03/06/2020	39.77	39.77	45719	03/13/2020
	7429660	SHOP TOWELS MTHLY RENTAL FEE	03/06/2020	39.79	39.79	45719	03/13/2020
Total ITU ABSORB TECH INC.:				142.99	142.99		
J & H CONTROLS INC							
16000	10000021672	BUILDING MAINTENANCE MTHLY CHR	02/17/2020	179.20	179.20	45720	03/13/2020
	10000021672	BUILDING MAINTENANCE MTHLY CHR	02/17/2020	112.00	112.00	45720	03/13/2020
	10000021672	BUILDING MAINT MTHLY CHR	02/17/2020	156.80	156.80	45720	03/13/2020
Total J & H CONTROLS INC:				448.00	448.00		
J HARLEN CO							
16150	1323091	Tools - HD Hammer	03/06/2020	84.47	84.47	45721	03/13/2020
Total J HARLEN CO:				84.47	84.47		
KEMIRA WATER SOLUTIONS INC.							
17513	9017665060	FERROUS CHLORIDE	02/25/2020	3,372.07	3,372.07	45722	03/13/2020
Total KEMIRA WATER SOLUTIONS INC.:				3,372.07	3,372.07		
LINCOLN CONTRACTORS SUPPLY IN							
18650	S51720	16" HI-10 Asphalt Diamond Blade Maint	02/28/2020	85.93	85.93	45723	03/13/2020
	S51720	16" HI-10 Asphalt Diamond Blade Maint	02/28/2020	85.92	85.92	45723	03/13/2020
	S51721	2" Sub Primepump 1 HP Test & Cord	02/28/2020	93.72	93.72	45723	03/13/2020
	S51721	2" Sub Primepump 1 HP Test & Cord	02/28/2020	93.71	93.71	45723	03/13/2020
Total LINCOLN CONTRACTORS SUPPLY IN:				359.28	359.28		
METLIFE SBC							
23230	TS05980868-3/2020	LONG TERM DISABILITY PREM	03/01/2020	454.12	454.12	45690	03/12/2020
	TS05980868-3/2020	SHORT TERM DISABILITY PREM	03/01/2020	289.49	289.49	45690	03/12/2020
Total METLIFE SBC:				743.61	743.61		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-26418-1027	BASIC GROUP LIFE INS PREMIUM	03/01/2020	255.21	255.21	45691	03/12/2020
	2832L-26418-1027	EMPLOYER CONTRIBUTION 20%	03/01/2020	11.70	11.70	45691	03/12/2020
	2832L-26418-1027	EMPLOYER CONTRIBUTION 20%	03/01/2020	9.30	9.30	45691	03/12/2020
	2832L-26418-1027	EMPLOYER CONTRIBUTION 20%	03/01/2020	9.00	9.00	45691	03/12/2020
Total SECURIAN FINANCIAL GROUP INC:				285.21	285.21		
MUNICIPAL ENVIRONMENTAL GROUP							
29400	2020 WATER MEM	ANNUAL MEMBERSHIP DUES- WATER DIVISION	02/27/2020	1,098.00	1,098.00	45724	03/13/2020

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		
MUNICIPAL WELL & PUMP INC							
29500	16518	WELL #4 Maintenance	02/26/2020	35,025.00	35,025.00	45725	03/13/2020
Total MUNICIPAL WELL & PUMP INC:				35,025.00	35,025.00		
NICKEL, JULIE							
36500	2020 APPA	Appy Rally per diem pay frm 2/24 - 2/26	03/02/2020	240.00	240.00	45726	03/13/2020
	2020 APPA HOTEL	Appy Rally Room & Board - one overnight	02/26/2020	387.32	387.32	45726	03/13/2020
Total NICKEL, JULIE:				627.32	627.32		
NORTH SHORE ANALYTICAL INC.							
38500	12996	Effluent & Influent	03/05/2020	270.00	270.00	45727	03/13/2020
Total NORTH SHORE ANALYTICAL INC.:				270.00	270.00		
OFFICE DEPOT							
38880	444829587001	STANDING DESK	02/18/2020	87.36	87.36	45728	03/13/2020
	444829587001	STANDING DESK	02/18/2020	69.43	69.43	45728	03/13/2020
	444829587001	STANDING DESK	02/18/2020	67.20	67.20	45728	03/13/2020
	444829587001	Paper Towel/Toilet Paper	02/18/2020	15.95	15.95	45728	03/13/2020
	444829587001	Paper Towel/Toilet Paper	02/18/2020	12.68	12.68	45728	03/13/2020
	444829587001	Paper Towel/Toilet Paper	02/18/2020	12.28	12.28	45728	03/13/2020
	445461806001	Copy paper	02/18/2020	3.33	3.33	45728	03/13/2020
	445461806001	Copy paper	02/18/2020	2.65	2.65	45728	03/13/2020
	445461806001	Copy paper	02/18/2020	2.56	2.56	45728	03/13/2020
	445462612001	USB	02/19/2020	8.34	8.34	45728	03/13/2020
	445462612001	USB	02/19/2020	6.63	6.63	45728	03/13/2020
	445462612001	USB	02/19/2020	6.42	6.42	45728	03/13/2020
	447906287001	OFFICE SUPPLIES	02/25/2020	27.92	27.92	45728	03/13/2020
	447906287001	OFFICE SUPPLIES	02/25/2020	22.19	22.19	45728	03/13/2020
	447906287001	OFFICE SUPPLIES	02/25/2020	21.47	21.47	45728	03/13/2020
Total OFFICE DEPOT:				366.41	366.41		
OSHKOSH OFFICE SYSTEMS							
39000	AR49299	MTHLY CLICK COUNTS	03/02/2020	129.84	129.84	45729	03/13/2020
	AR49299	MTHLY CLICK COUNTS	03/02/2020	103.21	103.21	45729	03/13/2020
	AR49299	MTHLY CLICK COUNTS	03/02/2020	99.88	99.88	45729	03/13/2020
Total OSHKOSH OFFICE SYSTEMS:				332.93	332.93		
RESCO							
46400	778612-00	Safety Clothing	03/05/2020	992.95	992.95	45730	03/13/2020
Total RESCO:				992.95	992.95		
SABEL MECHANICAL LLC							
50300	3538	Repair/Install Vaughn Chopper Pump	03/06/2020	10,387.83	10,387.83	45731	03/13/2020
Total SABEL MECHANICAL LLC:				10,387.83	10,387.83		
SEERA							
51535	FEB 2020	"WAUPUN" FOCUS PROGRAM FEE	03/06/2020	2,664.53	2,664.53	45732	03/13/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total SEERA:				2,664.53	2,664.53		
SPEE-DEE							
52600	3944975	SERVICE CHRГ for WATER SAMPLES	02/24/2020	39.96	39.96	45733	03/13/2020
Total SPEE-DEE:				39.96	39.96		
STELLA-JONES CORPORATION							
53280	UCA-0013456	45 FT WOOD POLE	03/06/2020	1,559.20	1,559.20	45734	03/13/2020
	UCA-0013456	45 FT WOOD POLE	03/06/2020	779.58	779.58	45734	03/13/2020
	UCA-0013456	40 FT WOOD POLE	03/06/2020	330.96	330.96	45734	03/13/2020
	UCA-0013456	40 FT WOOD POLE	03/06/2020	330.95	330.95	45734	03/13/2020
	UCA-0013456	35 FT WOOD POLE	03/06/2020	2,355.21	2,355.21	45734	03/13/2020
	UCA-0013456	35 FT WOOD POLE	03/06/2020	785.10	785.10	45734	03/13/2020
Total STELLA-JONES CORPORATION:				6,141.00	6,141.00		
TASC							
55000	IN1725692	Admin Fees	03/03/2020	34.92	34.92	45692	03/12/2020
Total TASC:				34.92	34.92		
THURMER, MIKE							
56900	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	38.00	38.00	45735	03/13/2020
	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	31.00	31.00	45735	03/13/2020
	1ST QRT- 2020	QTRLY COMMISSION SALARY	03/01/2020	31.00	31.00	45735	03/13/2020
Total THURMER, MIKE:				100.00	100.00		
TIMECLOCK PLUS							
57000	531574	PAYROLL TIME & ATTENDANCE	03/03/2020	1.95	1.95	45736	03/13/2020
	531574	PAYROLL TIME & ATTENDANCE	03/03/2020	1.40	1.40	45736	03/13/2020
	531574	PAYROLL TIME & ATTENDANCE	03/03/2020	1.65	1.65	45736	03/13/2020
Total TIMECLOCK PLUS:				5.00	5.00		
TOTAL BUSINESS PRODUCTS INC.							
57350	89639	OFFICE SUPPLIES	02/28/2020	10.92	10.92	45737	03/13/2020
	89639	OFFICE SUPPLIES	02/28/2020	8.68	8.68	45737	03/13/2020
	89639	OFFICE SUPPLIES	02/28/2020	8.40	8.40	45737	03/13/2020
TOTAL BUSINESS PRODUCTS INC.:				28.00	28.00		
VAN BUREN, JEROME and/or SANDRA							
60800	FEB 2020 SOLOR	SOLAR CREDIT	03/09/2020	152.25	152.25	45738	03/13/2020
Total VAN BUREN, JEROME and/or SANDRA:				152.25	152.25		
VERIZON WIRELESS							
62900	9848875799	CELLPHONE MTHLY EXPENSES	02/21/2020	130.99	130.99	45739	03/13/2020
	9848875799	CELPHONE MTHLY EXPENSES	02/21/2020	104.12	104.12	45739	03/13/2020
	9848875799	CELLPHONE MTHLY EXPENSES	02/21/2020	100.75	100.75	45739	03/13/2020
	9848875799	DPW'S MTHLY/DATA TABLET CHRGS	02/21/2020	51.90	51.90	45739	03/13/2020
	9848875799	iPad for linemen	02/21/2020	527.48	527.48	45739	03/13/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total VERIZON WIRELESS:				915.24	915.24		
VIKING ELECTRIC SUPPLY							
63300	S003362425.002	BLANK HUB	02/28/2020	39.95	39.95	45740	03/13/2020
Total VIKING ELECTRIC SUPPLY:				39.95	39.95		
WAUPUN, CITY OF							
74400	2020 ACTION PLAN	2020 Action Plan- Economic Development Dept	03/11/2020	1,000.00	1,000.00	45743	03/13/2020
	671	Postage Used	03/02/2020	101.79	101.79	45742	03/13/2020
	671	Postage Used	03/02/2020	80.91	80.91	45742	03/13/2020
	671	Postage Used	03/02/2020	78.30	78.30	45742	03/13/2020
	FEB 2020	Stormwater Receipts	03/06/2020	48,586.44	48,586.44	45742	03/13/2020
	FEB 2020 TRASH/R	Trash/Recycling Collection	03/06/2020	38,354.70	38,354.70	45742	03/13/2020
	MARCH 2020 PILO	Property Tax Pilot - Mar 2020	03/01/2020	24,750.00	24,750.00	45742	03/13/2020
	MARCH 2020 PILO	Property Tax Pilot - Mar 2020	03/01/2020	30,425.00	30,425.00	45742	03/13/2020
Total WAUPUN, CITY OF:				143,377.14	143,377.14		
WAUPUN UTILITIES							
76800	MARCH 2020-B	REIMBURSE PETTY CASH	03/13/2020	31.47	31.47	45741	03/13/2020
	MARCH 2020-B	REIMBURSE PETTY CASH	03/13/2020	25.01	25.01	45741	03/13/2020
	MARCH 2020-B	REIMBURSE PETTY CASH	03/13/2020	24.20	24.20	45741	03/13/2020
Total WAUPUN UTILITIES:				80.68	80.68		
WERNER ELECTRIC SUPPLY CO							
78900	S6089027.001	Fittings - WWTP	02/18/2020	68.46	68.46	45744	03/13/2020
Total WERNER ELECTRIC SUPPLY CO:				68.46	68.46		
WISCONSIN CORRECTIONAL CENTER							
84300	18183	Inmate Labor 12/08/2019 - 12/21/2019	02/28/2020	120.00	120.00	45745	03/13/2020
Total WISCONSIN CORRECTIONAL CENTER:				120.00	120.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	628117	FLUORIDE TESTING	02/29/2020	26.00	26.00	45746	03/13/2020
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
Grand Totals:				593,156.17	593,156.17		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
AIRWAY SALES INC							
860	29326	Water Plant Pleated Air Filters	03/20/2020	292.70	292.70	45750	03/27/2020
	29327	FURNACE FILTERS for WWTP	03/20/2020	153.75	153.75	45750	03/27/2020
Total AIRWAY SALES INC:				446.45	446.45		
ALLIANT ENERGY							
900	80105-031820	GAS UTILITY FOR WELLHOUSE #5	03/18/2020	34.57	34.57	45751	03/27/2020
Total ALLIANT ENERGY:				34.57	34.57		
ALLIED 100 LLC							
903	1571058	Samaritan PAD 360P AED Truck #156	03/13/2020	1,145.00	1,145.00	45752	03/27/2020
Total ALLIED 100 LLC:				1,145.00	1,145.00		
BATTERIES PLUS #504							
2480	P24999316	Batteries for Stock	03/09/2020	83.42	83.42	45753	03/27/2020
	P24999316	Batteries for Stock	03/09/2020	66.31	66.31	45753	03/27/2020
	P24999316	Batteries for Stock	03/09/2020	64.17	64.17	45753	03/27/2020
Total BATTERIES PLUS #504:				213.90	213.90		
BORDER STATES ELECTRIC SUPPLY							
3300	919618317	PIN TYPE INSULATORS	03/11/2020	36.96	36.96	45754	03/27/2020
	919618317	PIN TYPE INSULATORS	03/11/2020	271.48	271.48	45754	03/27/2020
Total BORDER STATES ELECTRIC SUPPLY:				308.44	308.44		
C. VERHAGE PHOTO LLC							
5200	3492	Employee Badges - Keller, Buchda	03/12/2020	27.30	27.30	45755	03/27/2020
	3492	Employee Badges - Keller, Buchda	03/12/2020	21.70	21.70	45755	03/27/2020
	3492	Employee Badges - Keller, Buchda	03/12/2020	21.00	21.00	45755	03/27/2020
Total C. VERHAGE PHOTO LLC:				70.00	70.00		
CAPITAL NEWSPAPERS							
5450	1695855	MTHLY COMMISSION MTG MINUTES	03/19/2020	7.05	7.05	45756	03/27/2020
	1695855	MTHLY COMMISSION MTG MINUTES	03/19/2020	5.60	5.60	45756	03/27/2020
	1695855	MTHLY COMMISSION MTG MINUTES	03/19/2020	5.43	5.43	45756	03/27/2020
Total CAPITAL NEWSPAPERS:				18.08	18.08		
CAREW CONCRETE & SUPPLY CO							
5600	1159762	3/4 CRUSHER RUN	03/18/2020	40.47	40.47	45757	03/27/2020
	1159762	3/4 CRUSHER RUN	03/18/2020	20.24	20.24	45757	03/27/2020
	1159762	3/4 CRUSHER RUN	03/18/2020	20.24	20.24	45757	03/27/2020
Total CAREW CONCRETE & SUPPLY CO:				80.95	80.95		
CINTAS FIRE 636525							
5880	OF37553912	EXTINGUISHER INSPECTION-WELLS/SUBS	03/16/2020	122.56	122.56	45758	03/27/2020
	OF37553912	EXTINGUISHER INSPECTION-WELLS/SUBS	03/16/2020	122.55	122.55	45758	03/27/2020
Total CINTAS FIRE 636525:				245.11	245.11		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
CRANE ENGINEERING SALES INC							
6450	381918-00	Valve Kit	03/18/2020	310.00	310.00	45759	03/27/2020
Total CRANE ENGINEERING SALES INC:				310.00	310.00		
CRESCENT ELECTRIC SUPPLY CO							
6500	S507213844.001	Cable Cleaning Supplies	03/20/2020	287.94	287.94	45760	03/27/2020
Total CRESCENT ELECTRIC SUPPLY CO:				287.94	287.94		
CT LABORATORIES							
6610	152200	Nitrogen, Kjet & Sub NO2+NO3	03/10/2020	41.00	41.00	45761	03/27/2020
Total CT LABORATORIES:				41.00	41.00		
DIGGERS HOTLINE INC.							
7300	200231801	MONTHLY LOCATE TICKET CHRGS	02/29/2020	17.16	17.16	45762	03/27/2020
Total DIGGERS HOTLINE INC.:				17.16	17.16		
FASTENAL COMPANY							
9350	WIBEA111718	Shaft Collars	03/19/2020	27.69	27.69	45763	03/27/2020
Total FASTENAL COMPANY:				27.69	27.69		
FERGUSON WATERWORKS #1476							
9480	296296	8" SCH 35	03/19/2020	240.80	240.80	45764	03/27/2020
	296296	8" Concrete / 8" Plastic	03/19/2020	75.00	75.00	45764	03/27/2020
	296296	8" Clay / 8" Plastic	03/19/2020	60.00	60.00	45764	03/27/2020
	296296	8" 22 Degree Bends - GXG	03/19/2020	76.50	76.50	45764	03/27/2020
	296296	8" 45 Degree Bends - GXG	03/19/2020	75.50	75.50	45764	03/27/2020
	296296	6" Clay / 6" Plastic	03/19/2020	36.00	36.00	45764	03/27/2020
Total FERGUSON WATERWORKS #1476:				563.80	563.80		
GLOBAL RENTAL CO INC.							
11290	6011603	#25 Altec Model DB37 #090-34466472	02/07/2020	80,000.00	80,000.00	45765	03/27/2020
	6011605	#25A 2015 Load Trailer CC8018082	02/07/2020	10,000.00	10,000.00	45765	03/27/2020
	7288115	Warranty #25	02/25/2020	1,730.00	1,730.00	45765	03/27/2020
Total GLOBAL RENTAL CO INC.:				91,730.00	91,730.00		
H & R SAFETY SOLUTIONS LLC							
12020	4731	RESTOCK FIRST AID CABINET	03/13/2020	4.97	4.97	45766	03/27/2020
	4731	RESTOCK FIRST AID CABINET	03/13/2020	4.97	4.97	45766	03/27/2020
	4731	RESTOCK FIRST AID CABINET	03/13/2020	4.96	4.96	45766	03/27/2020
	4732	RESTOCK FIRST AID CABINET @ WWTP	03/13/2020	26.20	26.20	45766	03/27/2020
Total H & R SAFETY SOLUTIONS LLC:				41.10	41.10		
INFOSEND INC							
14490	168414	BILL PRINT & POSTAGE	02/28/2020	1,104.83	1,104.83	45767	03/27/2020
	168414	BILL PRINT & POSTAGE	02/28/2020	878.20	878.20	45767	03/27/2020
	168414	BILL PRINT & POSTAGE	02/28/2020	849.86	849.86	45767	03/27/2020
Total INFOSEND INC:				2,832.89	2,832.89		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
IRBY, STUART C							
14890	S011748498.003	Ratchet Box Wrench	03/10/2020	196.03	196.03	45768	03/27/2020
	S011777406.003	Hot Stick	03/06/2020	549.50	549.50	45768	03/27/2020
Total IRBY, STUART C:				745.53	745.53		
J HARLEN CO							
16150	1325420	Safety Boots	03/20/2020	202.74	202.74	45769	03/27/2020
Total J HARLEN CO:				202.74	202.74		
JET VAC ENVIRONMENTAL							
16500	2438	#21 2020 Wachs Valve Turner	03/16/2020	33,086.00	33,086.00	45770	03/27/2020
Total JET VAC ENVIRONMENTAL:				33,086.00	33,086.00		
KAESER COMPRESSOR INC							
17350	913569331	Compressed Air Dryer Bldg #60	12/18/2019	4,373.75	4,373.75	45771	03/27/2020
Total KAESER COMPRESSOR INC:				4,373.75	4,373.75		
MOTION INDUSTRIES							
27700	WI09-866980	SHUT OFF GUN for#20	03/20/2020	87.40	87.40	45772	03/27/2020
	WI09-866980	SHUT OFF GUN for#20	03/20/2020	87.39	87.39	45772	03/27/2020
	WI09-866980	SHUT OFF GUN for#20	03/20/2020	87.39	87.39	45772	03/27/2020
Total MOTION INDUSTRIES:				262.18	262.18		
NCL OF WISCONSIN INC							
33000	436323	LAB SUPPLIES & REPLACEMENTS	03/11/2020	359.75	359.75	45773	03/27/2020
Total NCL OF WISCONSIN INC:				359.75	359.75		
OFFICE DEPOT							
38880	458508124001	OFFICE SUPPLIES	03/16/2020	32.25	32.25	45774	03/27/2020
	458508124001	OFFICE SUPPLIES	03/16/2020	25.63	25.63	45774	03/27/2020
	458508124001	OFFICE SUPPLIES	03/16/2020	24.81	24.81	45774	03/27/2020
	458508124001	Computer Supplies	03/16/2020	9.82	9.82	45774	03/27/2020
	458508124001	Computer Supplies	03/16/2020	10.15	10.15	45774	03/27/2020
	458508124001	Computer Supplies	03/16/2020	12.77	12.77	45774	03/27/2020
	458526733001	OFFICE SUPPLIES	03/14/2020	5.76	5.76	45774	03/27/2020
	458526733001	OFFICE SUPPLIES	03/14/2020	4.58	4.58	45774	03/27/2020
	458526733001	OFFICE SUPPLIES	03/14/2020	4.44	4.44	45774	03/27/2020
Total OFFICE DEPOT:				130.21	130.21		
PIGGLY WIGGLY							
41200	CO104 #1899	SUPPLIES FOR KITCHEN,OFFC, ETC	03/19/2020	5.23	5.23	45775	03/27/2020
	CO104 #1899	SUPPLIES FOR KITCHEN,OFFC,ETC	03/19/2020	4.15	4.15	45775	03/27/2020
	CO104 #1899	SUPPLIES FOR KITCHEN,OFFC,ETC	03/19/2020	4.02	4.02	45775	03/27/2020
Total PIGGLY WIGGLY:				13.40	13.40		
SOLOMON CORPORATION							
52000	332421	Control Panel Repair	03/04/2020	400.00	400.00	45776	03/27/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total SOLOMON CORPORATION:				400.00	400.00		
SPECTRUM BUSINESS							
52500	33381031320	Internet Services	03/13/2020	81.69	81.69	45777	03/27/2020
	33381031320	Internet Services	03/13/2020	64.93	64.93	45777	03/27/2020
	33381031320	Internet Services	03/13/2020	62.83	62.83	45777	03/27/2020
	33381031320	Monthly Service Exp 1st & 2nd	03/13/2020	102.90	102.90	45777	03/27/2020
	33381031320	Mthly Service Exp 1st & 2nd Ln	03/13/2020	81.79	81.79	45777	03/27/2020
	33381031320	Mthly Service Exp 1st&2nd Line	03/13/2020	79.16	79.16	45777	03/27/2020
	33381031320	Water Plant Voice Serv	03/13/2020	79.98	79.98	45777	03/27/2020
	33381031320	WasteWater Voice Serv	03/13/2020	79.98	79.98	45777	03/27/2020
Total SPECTRUM BUSINESS:				633.26	633.26		
SPEE-DEE							
52600	3957661	SERVICE CHRG for WATER SAMPLES	03/09/2020	70.18	70.18	45778	03/27/2020
Total SPEE-DEE:				70.18	70.18		
STATE INDUSTRIAL PRODUCTS							
53200	901421420	FRESH DEFENSE	03/16/2020	183.12	183.12	45779	03/27/2020
Total STATE INDUSTRIAL PRODUCTS:				183.12	183.12		
TRUCLEANERS LLC							
58700	03-2020	MONTHLY CLEANING SERVICE	03/31/2020	370.50	370.50	45780	03/27/2020
	03-2020	MONTHLY CLEANING SERVICE	03/31/2020	294.50	294.50	45780	03/27/2020
	03-2020	MONTHLY CLEANING SERVICE	03/31/2020	285.00	285.00	45780	03/27/2020
Total TRUCLEANERS LLC:				950.00	950.00		
VERMEER VISCONSIN INC.							
63000	20229158	Wood Chipper, Replacement Bearings #56	03/17/2020	585.29	585.29	45781	03/27/2020
Total VERMEER VISCONSIN INC.:				585.29	585.29		
VIKING ELECTRIC SUPPLY							
63300	S003470466.001	Replacement Lamps-Shop	03/20/2020	92.16	92.16	45782	03/27/2020
	S003479419.001	Locking Plug, disconnect switch	03/20/2020	215.62	215.62	45782	03/27/2020
Total VIKING ELECTRIC SUPPLY:				307.78	307.78		
WAUPUN, CITY OF							
74400	679	Gremmer Inv#9, Ph.2, Lincoln to Libby - Sewer	03/19/2020	140.00	140.00	45783	03/27/2020
	679	Gremmer Inv#9, Ph.2, Lincoln to Libby - Water	03/19/2020	140.00	140.00	45783	03/27/2020
	679	Gremmer Inv#12, Ph1 - Madison St Water	03/19/2020	1,764.00	1,764.00	45783	03/27/2020
	679	Gremmer Inv#12, Ph1 - Madison St Sewer	03/19/2020	1,764.00	1,764.00	45783	03/27/2020
Total WAUPUN, CITY OF:				3,808.00	3,808.00		
Grand Totals:				144,525.27	144,525.27		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
03/10/2020	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	945.56	
2						
02/21/2020	2	Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,049.15	
3						
02/21/2020	3	Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	750.76	
4						
02/21/2020	4	Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		2,745.47-
5						
03/31/2020	5	Record WPPI Support ACH Paymt - Util/City	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	2,100.25	
03/31/2020	5	Record WPPI Support ACH Paymt - Util	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,270.74	
		Record WPPI Support ACH Paymt - Util	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,108.13	
					2,378.87*	
03/31/2020	5	Record WPPI Support ACH Paymt - Util/City	9-1131-0000-00	COMBINED CASH		4,479.12-
6						
03/10/2020	6	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	845.74	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	326.79	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	380.26	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		1,552.79-
7						
					.00*	
03/31/2020	7	Record Feb's Power Bill & Shared Savings Loan A	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	528,445.03	
		Record Feb's Power Bill & Shared Savings Loan A	9-1131-0000-00	COMBINED CASH		528,445.03-
8						
					.00*	
03/31/2020	8	Record ON LINE ACH Payment for period ending	1-5921-0000-24	OFC SUP & EXP COMPUTER R	7.55	
		Record ON LINE ACH Payment for period ending	2-5921-0000-24	OFC SUP & EXP-COMPUTER R	6.00	
		Record ON LINE ACH Payment for period ending	3-5851-0000-24	OFC SUP & EXP-COMPUTER R	5.80	
					19.35*	
03/31/2020	99001	TOTAL CHECKS & OTHER CHARGES - COMBIN	9-1131-0000-00	COMBINED CASH		19.35-
99002						
03/10/2020	99002	Record Interdepartmental Util Bill	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	1,380.73	
		Record Interdepartmental Util Bill	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	11,601.73	
		Record Interdepartmental Util Bill	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	9,732.02	
		Record Interdepartmental Util Bill	9-1131-0000-00	COMBINED CASH		22,714.48-
99003						
					.00*	
03/09/2020	99003	Record Feb's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	7,434.53	
		Record Feb's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		7,434.53-
Documents: 13 Transactions: 24						
Total CD:					567,390.77	567,390.77-
Grand Totals:					567,390.77	567,390.77-



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: April 13, 2020
SUBJECT: General Manager Report

COVID-19 update: At this time, Waupun Utilities continues to operate under the COVID-19 revised work plan. We continue to monitor the situation on a daily basis. Our goal remains the same. To keep staff healthy and safe while providing reliable services to all of our customers.

On March 22, 2020, Governor Evers issued Emergency Order #11, temporarily suspending certain provisions of Wis. Admin. Code chs. PSC 113, 134, and 185 relating to service rules for electric, natural gas, and water public utilities. The provisions that are suspended:

- Authorize public utilities to waive late fees
- Temporarily suspend disconnections, other than those needed for safety reasons
- Enable customers who are unable to make a cash deposit to obtain residential service
- Ensure that deferred payment agreements are available not only to residential customers but also commercial, farm, and industrial customers
- Streamline the process for customers to apply for utility service

Office Update: Office staff have been busy reaching out to those customers who are in arrears trying to work out a payment plan or a Deferred Payment Arrangement. Staff is also encouraging customers to reach out to Energy Services, as there has been a change in the requirements to the Public Benefits program to help assist more individuals and families. Commercial customers are encouraged to reach out to the City of Waupun Economic Development Department to learn about the various programs in place to help business customers.

In place of disconnect notices, Friendly Reminder letters were mailed out to customers with past due balances.

The Electronics Recycling Event scheduled for April 4, 2020 has been postponed. A new date is to be determined.

New sewer rates are in effect as of April 1, 2020.

This concludes my report for April 2020. Please contact me at 324-7920 or sbrooks@wppienergy.org, with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, Electric Operations Supervisor
DATE: April 13, 2020
SUBJECT: Electric Operations Report

Electric Department Update:

Two power outages to report

- March 25th at 12:20 p.m. a power outage was reported at W7291 HWY 68. The crew found a defective cutout. The cutout was replaced and power was restored at 1:05 p.m. This outage only affected one 3 phase customer.
- March 26th at 7:40 a.m. a contractor working on S. Madison St. hit a gas main. Alliant Energy requested the power to several homes be temporarily shut off. Alliant Energy was able to contain the leak and power was restored at 10:00 a.m.

New Electric Service

- 200-amp electric service installed at 305 N. Harris Ave.
- 400-amp electric service installed at 500 Fond du lac St. Waupun Self Storage added additional storage buildings and requested a second electric service.

Electric Service upgrades

- Several customers have upgraded electric services this month.

Line Clearance

- Makovsky Brush Service(MBS) was in town and started line clearance work. As things associated with the COVID-19 pandemic developed, the decision was made to release the contractor. Line Clearance work will resume in late December 2020 and continue into first quarter of 2021.

Electric Meter Update

- Per testing requirements established by the PSC, Meter Technician Owen Vande Kolk has been working to complete the testing of 74 self-contained polyphaser meters that Waupun Utilities has in our electric system. 28 of these meters were tested between 2016-2018 by WPPI with Owen assisting as Waupun Utilities did not own our own meter tester. With the purchase of our own portable meter test bench, Owen has tested 37 meters to date in 2020. The remaining 9 meters are unable to be tested at this time due to Covid-19 and the meters being located inside the customer's premise. Meters are tested at full load, light load, and at a 60-degree phase angle.

This concludes my report for April 2020. Please contact me at 324-7920 or sbrooks@wppienergy.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: April 8, 2020
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

The water treatment facility is performing well and water quality continues to be consistent barring the varying weather temperature swings.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff continues working on routine maintenance and pump repairs in preparation of the spring rains.

Water/Sewer Crew:

There was one water main break located on Monroe St. This was an 8 inch main, and the break was a 1.75" "blow hole". The break was leaking approximately 640 gallons per minute, for 3 hours, totaling 115,289 gallons. Repairs were made and service was restored.

There were two sections of sanitary main on West Franklin St. that had collapsed. Staff cleared the majority of the obstructions, which allowed flow to resume temporarily. Staff televised this section and reviewed footage with a lining contractor and demined the section un-lineable. Concluding the investigation, replacement of the damaged sections was completed by staff.

ABNR Update:

CO2 Study Results:

Control Reactor - Photobioreactors (PBRs) with or without NO and SO2 had similar specific phosphorus uptake rates during steady-state operation. In other words, the %P of the biomass was similar with or without NO and SO2.

Super Saturated Reactor – High concentrations of NO and SO2 (up to 10x-15x greater concentrations than observed in wwtp flue gas) did not inhibit algal growth. Algae grew to roughly the same density.

CO2 Study Results Continued:

Simulated Waupun Reactor - Algae grown on simulated flue gas (matching wwtp volatile organic compounds) with high concentrations of NO and SO2 outperformed control reactor.

Conclusion - Overall, initial results suggest that elevated NO and SO2 are unlikely to be inhibitory for continuous operation at low concentrations (meaning CO2 produced from digester gas is sufficient).

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



TO: Waupun Utilities Commissioners
FROM: Jared Oosterhouse
DATE: April 9, 2020
SUBJECT: Finance Director Report

Financial Report:

1. Construction and Plant Additions Summary
 - a. Sewer incurred \$152,234 in engineering fees for the WWTP upgrade.
 - b. Water purchased \$4,000 in leak detection loggers.
 - c. The digester and blower building each had dehumidifier replaced.
 - d. No other significant items to note.
2. Sales and Revenue Dashboard
 - a. Electric kWh sales were 4.4% below budget due primarily to the prior year changes made to bill from mid-month to end of month. Historically, the February residential billing included 30-31 days based on January 16 to February 15 period. In 2020, the period was from February 1 to February 29 resulting in two less billing days in February sales. The 2020 budgeted kWh did not factor this.
 - b. Water sales were 0.2% below budget.
 - c. Sewer sales were 6.9% above budget on high volume treated from the public authority class.
3. Electric Utility – Income Statement & Budget Comparison
 - a. Operating revenues were \$66,000 below budget and purchased power expense \$58,400 below budget, resulting in gross margin \$7,700 below budget.
 - b. Operating expenses were \$7,000 over budget due primarily to front loaded expenses in the beginning of the year.
 - c. Operating income was \$16,200 below budget.
 - d. Capital contribution of \$15,835 was invoiced to ATC for line clearance work.
4. Water Utility – Income Statement & Budget Comparison
 - a. Operating revenues were \$1,000 below budget.
 - b. Operating expenses were \$19,500 below budget on lower water treatment expenses and distribution maintenance expenses due to less water main breaks than normal.
 - c. Operating income and net income are within expectations.

5. Sewer Utility – Income Statement & Budget Comparison
 - a. Operating revenues were \$25,100 above budget on strong public authority sales.
 - b. Operating expenses were \$14,100 below budget on lower WWTP operation expenses and maintenance expenses.
 - c. Operating income was \$33,200 above budget.
6. Balance Sheet
 - a. Water unrestricted cash decreased \$145,000 from \$162,000 in principal and interest payments made early on the 2014 and 2019 Revenue Bonds.
 - b. Water long-term debt decreased accordingly by \$147,000.
 - c. Sewer unrestricted cash decreased \$121,500 on payments made for the design engineering services performed for the WWTP upgrade.
7. Monthly Dashboard – Cash & Investments
 - a. Total cash and investments decreased \$89,100 from the payments made for the WWTP upgrade design engineering and on revenue bond payments made.

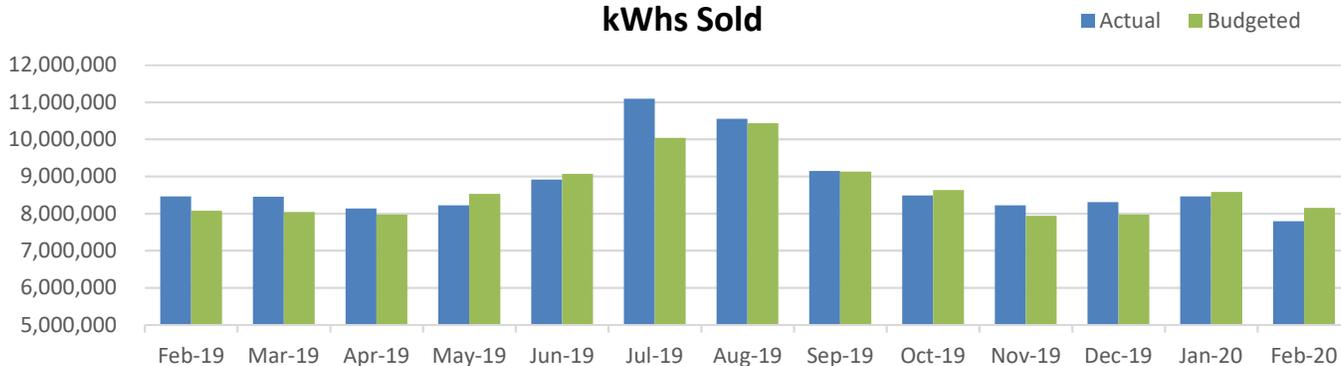
Waupun Utilities
Construction and Plant Additions Summary
 February 2020

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:											
Poles, towers and fixtures	\$ -	\$ 198	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198	\$ 10,000
Overhead and underground conductor and devices	-	257	10,000	-	-	-	-	-	-	257	10,000
Transformers	-	-	70,000	-	-	-	-	-	-	-	70,000
Overhead and Underground Services	-	1,515	15,000	-	-	-	-	-	-	1,515	15,000
LED street lighting	487	-	50,000	-	-	-	-	-	-	-	50,000
Voltage conversion	-	-	15,000	-	-	-	-	-	-	-	15,000
Rebuild overhead line	-	-	155,000	-	-	-	-	-	-	-	155,000
Underground wire and equipment upgrade	-	-	25,000	-	-	-	-	-	-	-	25,000
CIAC - Work Invoiced to Customer / Others	2,303	15,835	-	-	-	-	-	-	-	15,835	-
Harris Lift Station reconfiguration	-	-	-	-	-	169,000	-	-	-	-	169,000
CIPP Sewer lining	-	-	-	-	-	40,000	-	-	-	-	40,000
Meters	-	-	6,000	-	-	-	-	13,310	11,500	13,310	17,500
WWTP Phosphorus Upgrade Engineering	-	-	-	152,234	813,231	1,794,000	-	-	-	813,231	1,794,000
Madison St - Phase 2 Engineering	-	-	-	-	-	-	-	-	-	-	-
Services / Laterals	-	-	-	-	-	-	-	-	-	-	-
Hydrants	-	-	-	-	-	-	-	-	1,000	-	1,000
TOTAL CONSTRUCTION	\$ 2,790	\$ 17,805	\$ 356,000	\$ 152,234	\$ 813,231	\$ 2,003,000	\$ -	\$ 13,310	\$ 12,500	\$ 844,346	\$ 2,371,500
CARRYOVER PROJECTS:											
Newton/Rock Avenue Engineering	-	-	-	-	23,622	25,000	-	20,647	25,000	44,269	50,000
2019 Madison St Engineering & Construction	-	-	-	210	1,080,702	1,148,100	210	1,208,647	1,442,500	2,289,350	2,590,600
PLANT ADDITIONS:											
Description	Electric			Sewer			Water			Total	
	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Server Replacement	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ 12,000
Accounting software upgrade	-	-	5,000	-	-	5,000	-	-	5,000	-	15,000
SCADA software and computer upgrade	-	-	12,000	-	-	39,500	-	-	33,500	-	85,000
Backyard machine replacement	-	-	105,000	-	-	-	-	-	-	-	105,000
Replace wire cutter/hydraulic press tool	-	-	2,900	-	-	-	-	-	-	-	2,900
Valve turner	-	-	-	-	-	-	-	-	35,000	-	35,000
Leak detection loggers / Submersible pump	-	-	-	-	-	-	4,000	4,000	7,000	4,000	7,000
Water treatment plant - equipment replacement	-	-	-	-	-	-	-	-	5,000	-	5,000
Shaler lift station - control panel	-	-	-	-	-	14,000	-	-	-	-	14,000
Digester building equipment replacement	3,539	3,539	-	-	-	86,500	-	-	-	3,539	86,500
Blower building equipment replacement	3,539	3,539	-	-	-	7,000	-	-	-	3,539	7,000
Filter building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Other equipment replacement	-	-	-	-	-	7,500	-	2,173	-	2,173	7,500
TOTAL PLANT ADDITIONS	\$ 7,079	\$ 7,079	\$ 128,900	\$ -	\$ -	\$ 163,500	\$ 4,000	\$ 6,173	\$ 89,500	\$ 13,252	\$ 381,900

Sales and Revenues Dashboard - Feb 2020

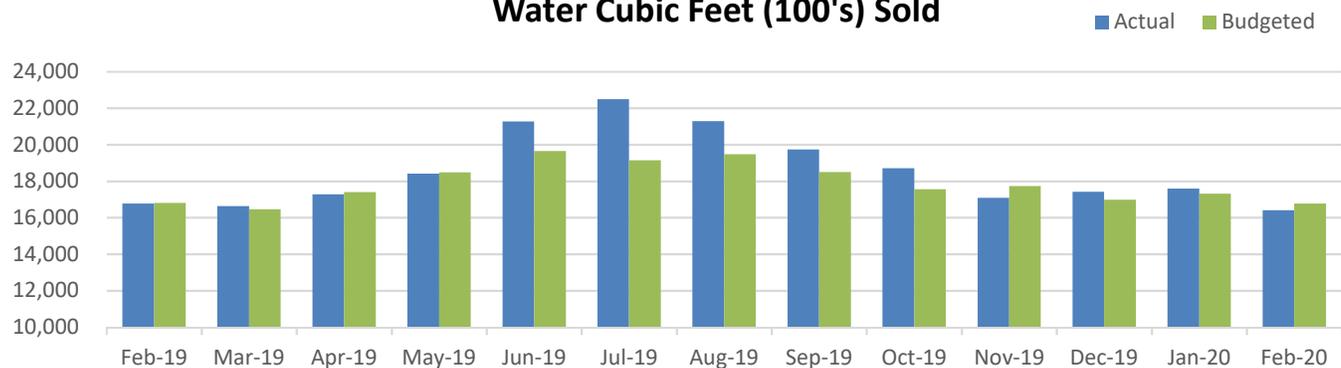
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	7,790,676	↓ -4.4%	↓ -3.2%	Power Costs	\$ 527,569	↓ -8.9%	↓ -5.1%
Revenues	\$ 700,877	↓ -7.2%	↓ -4.4%	Gross Margin	\$ 173,309	↓ -1.7%	↓ -2.2%

kWhs Sold



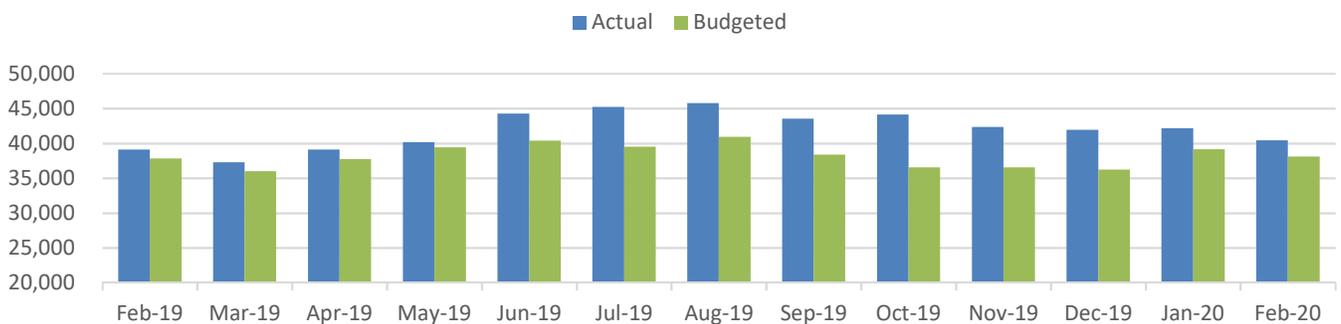
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	16,415	↓ -2.1%	→ -0.2%	Revenues	\$ 134,441	↓ -1.4%	↓ -0.3%

Water Cubic Feet (100's) Sold

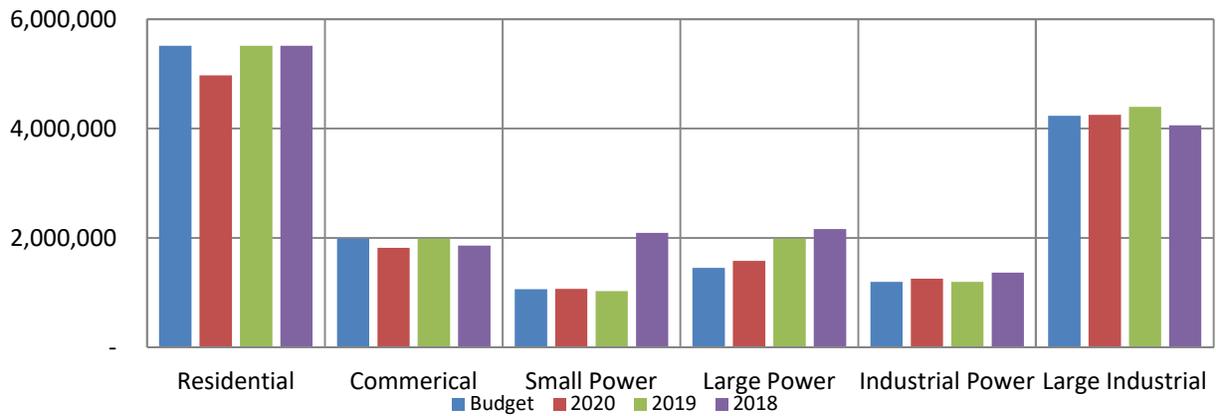


	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	40,439	↑ 6.1%	↑ 6.9%	Revenues	\$ 163,065	↑ 5.3%	↑ 9.4%

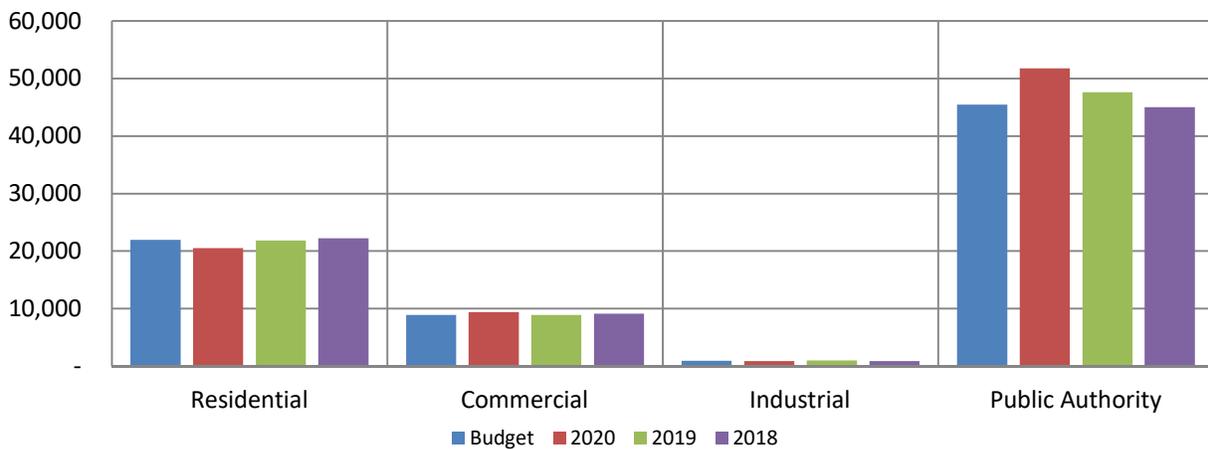
Sewer Cubic Feet (100's) Treated



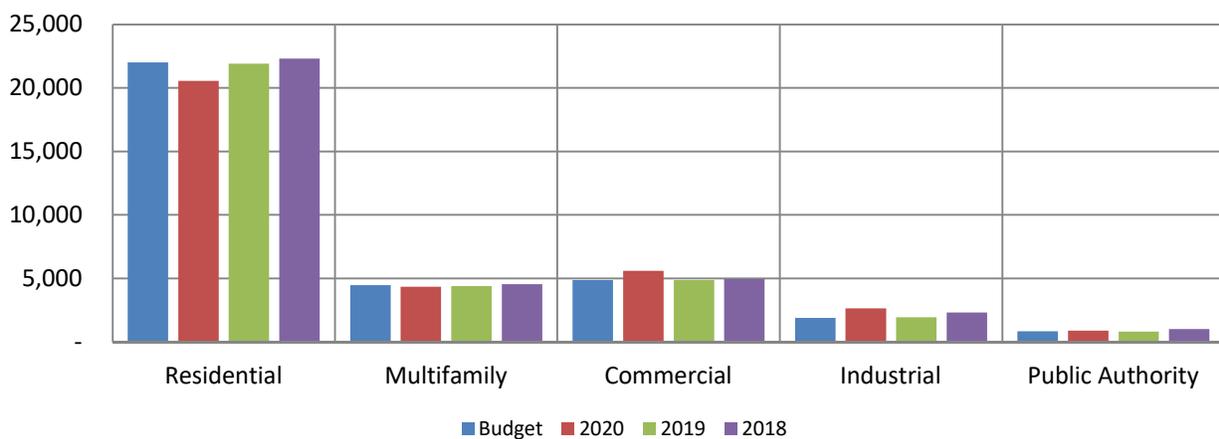
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Feb 2018	Feb 2019	Feb 2020
Sales of Electricity	\$ 10,268,462	\$ 9,991,777	\$ 9,613,895
Purchased Power	8,278,686	7,909,303	7,596,073
Gross Margin	1,989,776	2,082,473	2,017,822
	19.4%	20.8%	21.0%
Other Operating Revenues	137,163	96,976	102,154
Operating Expenses			
Distribution expense	258,774	398,024	353,796
Customer accounts expense	109,342	118,808	132,311
Advertising expense	1,850	564	1,509
Administrative & general expense	391,983	378,521	459,362
Total operating expenses	761,950	895,917	946,978
Other Operating Expenses			
Depreciation expense	562,662	577,826	593,016
Taxes	343,042	338,406	346,018
Total other operating expenses	905,703	916,232	939,034
Operating Income	459,285	367,301	233,964
Other Income (Expense)			
Capital contributions	155,414	111,557	22,649
Interest expense	(38,708)	(34,804)	(33,871)
Amortization of debt-related costs	(19,048)	(18,028)	(36,629)
Other	874	(19,557)	116,993
Total other income (expense)	98,533	39,168	69,141
Net Income	\$ 557,818	\$ 406,469	\$ 303,105

Regulatory Operating Income	546,551	431,230	337,559
Rate of Return	6.41	4.95	3.88
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	2.9	3.6	5.0
Months of Unrestricted Cash on Hand	2.0	2.4	2.6
Equity vs Debt	0.85	0.86	0.89
Asset Utilization	0.48	0.49	0.50
Combined E&W Debt Coverage	3.12	3.05	2.63
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 Feb, 29 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,613,895	\$ 1,437,698	\$ 1,503,795	\$ (66,097)
Purchased Power	7,596,073	1,087,956	1,146,322	(58,366)
Gross Margin	2,017,822	349,742	357,473	(7,731)
	21.0%	24.3%	23.8%	
Other Operating Revenues	102,154	15,540	16,638	(1,098)
Operating Expenses				
Distribution expense	353,796	76,682	83,342	(6,660)
Customer accounts expense	132,311	24,534	17,976	6,558
Advertising expense	1,509	1,150	266	884
Administrative & general expense	459,362	75,557	69,276	6,281
Total operating expenses	946,978	177,923	170,860	7,063
Other Operating Expenses				
Depreciation expense	593,016	100,406	98,358	2,048
Taxes	346,018	58,213	59,934	(1,721)
Total other operating expenses	939,034	158,619	158,292	327
Operating Income	233,964	28,740	44,959	(16,219)
Other Income (Expense)				
Capital contributions	22,649	15,835	-	15,835
Interest expense	(33,871)	(5,248)	(6,210)	962
Amortization of debt-related costs	(36,629)	(1,352)	(2,661)	1,309
Other	116,993	12,052	(666)	12,718
Total other income (expense)	69,141	21,287	(9,537)	30,823
Net Income	\$ 303,105	\$ 50,026	\$ 35,422	\$ 14,604

	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019	March 2019	Feb 2019
Operating Revenues	\$ 700,877	\$ 736,820	\$ 720,989	\$ 716,170	\$ 748,348	\$ 841,575	\$ 1,054,847	\$ 1,082,571	\$ 836,621	\$ 712,923	\$ 726,750	\$ 735,403	\$ 753,842
Purchased Power	527,569	560,387	545,553	548,208	574,387	678,365	872,571	892,738	707,698	556,360	560,654	571,584	575,344
Gross Margin	173,309	176,433	175,436	167,961	173,961	163,210	182,276	189,833	128,923	156,562	166,096	163,820	178,499
	24.7%	23.9%	24.3%	23.5%	23.2%	19.4%	17.3%	17.5%	15.4%	22.0%	22.9%	22.3%	23.7%
Other Operating Revenues	7,962	7,577	9,288	8,655	8,445	9,053	8,727	7,457	9,820	8,356	7,600	9,213	7,817
Operating Expenses													
Distribution expense	38,112	38,570	3,870	42,184	28,063	23,279	27,942	20,511	24,054	28,849	41,552	36,809	37,084
Customer accounts expense	12,379	12,155	16,293	10,368	11,251	8,989	13,162	8,500	9,436	10,142	9,568	10,067	9,234
Advertising expense	450	700	200	-	-	120	(3,921)	1,000	500	549	1,661	250	200
Administrative & general expense	26,356	49,201	72,480	34,281	33,678	32,006	43,977	30,144	32,072	30,432	32,611	42,125	34,471
Total operating expenses	77,297	100,626	92,843	86,833	72,992	64,393	81,160	60,155	66,063	69,973	85,392	89,250	80,989
Other Operating Expenses													
Depreciation expense	50,203	50,203	50,546	49,118	49,118	49,118	49,118	49,118	49,118	49,118	49,118	49,118	49,118
Taxes	27,678	30,534	23,767	27,494	30,340	36,636	28,374	26,715	27,008	26,862	33,403	27,206	27,569
Total other operating expenses	77,881	80,737	74,313	76,612	79,458	85,755	77,492	75,833	76,126	75,980	82,521	76,324	76,687
Operating Income	26,093	2,647	17,568	13,172	29,956	22,115	32,350	61,302	(3,446)	18,965	5,782	7,458	28,640
Other Income (Expense)													
Capital contributions	15,835	-	6,814	-	-	-	-	-	-	-	-	-	-
Interest expense	(2,624)	(2,624)	(5,005)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)
Amortization of debt-related costs	(676)	(676)	(22,433)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)
Other	8,909	3,143	1,917	3,920	2,814	40,771	32,919	1,816	4,384	5,833	3,198	7,369	4,781
Total other income (expense)	21,444	(157)	(18,707)	(131)	(1,237)	36,719	28,868	(2,236)	332	1,782	(854)	3,318	730
Net Income	\$ 47,536	\$ 2,490	\$ (1,139)	\$ 13,041	\$ 28,719	\$ 58,835	\$ 61,218	\$ 59,067	\$ (3,113)	\$ 20,747	\$ 4,929	\$ 10,776	\$ 29,370

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

WATER	Feb 2018	Feb 2019	Feb 2020
Operating Revenues	\$ 2,563,872	\$ 2,574,989	\$ 2,613,170
Operating Expenses			
Source of supply expenses	8,274	45,715	9,025
Pumping expenses	90,057	95,004	88,147
Water treatment expenses	194,113	196,642	164,978
Transmission & distribution expenses	320,930	297,696	267,143
Customer accounts expenses	104,780	112,242	119,110
Administrative & general expense	265,528	238,986	284,163
Total operating expenses	983,682	986,285	932,566
Other Operating Expenses			
Depreciation expense	555,440	539,698	543,943
Taxes	363,458	384,664	380,217
Total other operating expenses	918,898	924,363	924,160
Operating Income	661,292	664,342	756,444
Other Income (Expense)			
Capital contributions from customers and municipal	387,241	67,178	-
Interest expense	(145,994)	(131,263)	(142,899)
Amortization of debt-related costs	(55,232)	(52,274)	(134,259)
Other	5,016	24,167	26,968
Total other income (expense)	191,031	(92,192)	(250,190)
Net Income	\$ 852,323	\$ 572,150	\$ 506,254

Regulatory Operating Income	719,182	710,203	816,755
Rate of Return	5.31	5.05	5.93
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	13.36	14.95	9.90
Months of Unrestricted Cash on Hand	7.83	8.92	7.01
Equity vs Debt	0.66	0.69	0.72
Asset Utilization	0.32	0.34	0.36

Note 1 - Water rates increased May 2012.

Definitions

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

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Water Utility
For the Period Ended Feb, 29 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
WATER				
Operating Revenues	\$ 2,613,170	\$ 418,652	\$ 419,620	\$ (968)
Operating Expenses				
Source of supply expenses	9,025	8,485	19,209	(10,724)
Pumping expenses	88,147	14,978	15,776	(798)
Water treatment expenses	164,978	27,102	34,300	(7,198)
Transmission & distribution expenses	267,143	24,704	43,940	(19,236)
Customer accounts expenses	119,110	24,393	17,954	6,439
Administrative & general expense	284,163	50,533	38,494	12,039
Total operating expenses	932,566	150,196	169,673	(19,477)
Other Operating Expenses				
Depreciation expense	543,943	98,402	92,400	6,002
Taxes	380,217	63,631	63,500	131
Total other operating expenses	924,160	162,034	155,900	6,134
Operating Income	756,444	106,422	94,047	12,375
Other Income (Expense)				
Capital contributions	-	-	-	-
Interest expense	(142,899)	(19,794)	(25,414)	5,620
Amortization of debt-related costs	(134,259)	(3,540)	(7,716)	4,176
Other	26,968	2,615	1,584	1,031
Total other income (expense)	(250,190)	(20,719)	(31,546)	10,827
Net Income	\$ 506,254	\$ 85,703	\$ 62,502	\$ 23,202

	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019	March 2019	Feb 2019
WATER													
Operating Revenues	\$ 206,309	\$ 212,343	\$ 210,684	\$ 210,237	\$ 217,066	\$ 222,466	\$ 230,845	\$ 236,283	\$ 230,922	\$ 216,260	\$ 212,132	\$ 207,623	\$ 211,393
Operating Expenses													
Source of supply expenses	8,485	-	115	-	-	-	90	-	208	-	127	-	-
Pumping expenses	7,474	7,505	7,166	6,713	6,635	6,789	7,328	8,031	7,567	7,052	8,022	7,865	7,675
Water treatment expenses	13,668	13,435	13,632	10,371	17,263	14,367	13,830	15,539	14,749	10,553	15,749	11,824	16,442
Transmission & distribution expenses	9,998	14,706	20,653	38,804	16,080	18,136	28,275	34,228	19,032	28,626	25,611	12,992	14,020
Customer accounts expenses	12,199	12,194	7,026	9,949	10,585	8,723	12,621	8,153	8,910	9,593	9,313	9,843	8,729
Administrative & general expense	19,148	31,386	55,422	18,024	20,387	17,561	24,872	20,324	18,614	16,010	20,234	22,180	18,226
Total operating expenses	70,971	79,225	104,015	83,862	70,950	65,576	87,017	86,276	69,080	71,835	79,056	64,704	65,092
Other Operating Expenses													
Depreciation expense	49,201	49,201	38,159	45,265	45,265	45,265	45,265	45,265	45,265	45,265	45,265	45,265	45,265
Taxes	31,729	31,903	31,032	29,402	29,548	34,360	32,839	31,986	31,647	31,893	32,214	31,665	31,590
Total operating expenses	80,930	81,104	69,191	74,666	74,813	79,624	78,104	77,250	76,911	77,158	77,479	76,929	76,855
Operating Income	54,408	52,014	37,478	51,709	71,302	77,265	65,725	72,758	84,931	67,267	55,597	65,990	69,446
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(9,897)	(9,897)	(19,591)	(11,589)	(11,589)	(20,953)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)
Amortization of debt-related costs	(1,770)	(1,770)	(84,725)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(12,888)	(4,138)
Other	1,265	1,350	1,421	2,462	1,654	1,651	2,145	2,117	3,821	3,363	3,737	1,983	1,684
Total other income (expense)	(10,402)	(10,317)	(102,896)	(13,265)	(14,074)	(23,441)	(11,890)	(11,919)	(10,214)	(10,672)	(10,298)	(20,802)	(12,352)
Net Income	\$ 44,006	\$ 41,697	\$ (65,418)	\$ 38,443	\$ 57,228	\$ 53,825	\$ 53,835	\$ 60,839	\$ 74,717	\$ 56,595	\$ 45,299	\$ 45,188	\$ 57,094

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

SEWER	Feb 2018	Feb 2019	Feb 2020
Operating Revenues	\$ 2,274,409	\$ 2,406,714	\$ 2,454,486
Operating Expenses			
WWTP operation expenses	353,383	377,762	377,462
Laboratory expenses	56,751	65,021	78,037
Maintenance expenses	425,708	444,758	416,013
Customer accounts expenses	142,389	152,685	165,065
Administrative & general expenses	385,179	417,204	416,944
Total operating expenses	1,363,411	1,457,431	1,453,522
Other Operating Expenses			
Depreciation expense	680,663	668,112	676,052
Total other operating expenses	680,663	668,112	676,052
Operating Income	230,336	281,171	324,912
Other Income (Expense)			
Interest expense	(82,849)	(66,510)	(52,489)
Capital contributions	349,606	63,390	-
Other	19,780	120,461	148,790
Total other income (expense)	286,538	117,341	96,301
Net Income	\$ 516,874	\$ 398,512	\$ 421,213

Operating Income (excluding GASB 68 & 75)	261,456	300,917	363,115
Rate of Return	1.75	2.20	2.71
Current Ratio	73.45	72.19	30.44
Months of Unrestricted Cash on Hand	24.01	21.87	12.14
Equity vs Debt	0.82	0.85	0.90
Asset Utilization	0.47	0.48	0.50

Note 1 - Sewer rates increased January 2019.

Definitions

Rate of Return - Return on investment in capital infrastructure.

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Sewer Utility
For the Period Ended Feb, 29 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,454,486	\$ 397,656	\$ 372,564	\$ 25,092
Operating Expenses				
WWTP operation expenses	377,462	44,152	63,554	(19,402)
Laboratory expenses	78,037	13,200	10,724	2,476
Maintenance expenses	416,013	56,649	69,950	(13,301)
Customer accounts expenses	165,065	35,712	26,666	9,046
Administrative & general expenses	416,944	68,640	61,575	7,065
Total operating expenses	1,453,522	218,353	232,469	(14,116)
Other Operating Expenses				
Depreciation expense	676,052	120,221	114,244	5,977
Total other operating expenses	676,052	120,221	114,244	5,977
Operating Income	324,912	59,082	25,851	33,231
Non-operating Income (Expense)				
Interest Expense	(52,489)	(8,748)	(6,668)	(2,080)
Capital contributions	-	-	-	-
Other	148,790	28,014	6,416	21,598
Total other income (expense)	96,301	19,265	(252)	19,517
Net Income	\$ 421,213	\$ 78,347	\$ 25,599	\$ 52,748

	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019	March 2019	Feb 2019
SEWER													
Operating Revenues	\$ 191,422	\$ 206,234	\$ 202,412	\$ 209,870	\$ 215,215	\$ 217,461	\$ 215,798	\$ 210,122	\$ 202,731	\$ 190,316	\$ 194,363	\$ 198,544	\$ 187,540
Operating Expenses													
WWTP operation expenses	24,398	19,754	37,904	24,653	19,411	50,897	36,983	33,107	45,356	24,886	24,079	36,034	28,205
Laboratory expenses	5,227	7,973	3,501	8,270	5,566	9,443	6,905	4,180	5,825	7,206	7,724	6,218	3,583
Maintenance expenses	42,270	14,380	32,598	54,792	21,627	76,916	35,068	24,144	42,629	28,165	19,867	23,558	20,149
Customer accounts expenses	18,054	17,658	12,626	12,985	13,868	12,049	15,945	11,503	12,271	12,809	12,382	12,915	12,087
Administrative & general expense	29,055	39,585	76,089	27,692	29,438	26,795	36,355	26,975	34,921	30,354	26,612	33,074	30,130
Total operating expenses	119,003	99,350	162,718	128,392	89,910	176,100	131,256	99,908	141,002	103,420	90,664	111,799	94,154
Other Operating Expenses													
Depreciation expense	60,110	60,110	48,175	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406
Total other operating expenses	60,110	60,110	48,175	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406
Operating Income	12,308	46,773	(8,481)	25,071	68,899	(15,045)	28,135	53,807	5,322	30,489	47,293	30,339	36,980
Other Income (Expense)													
Interest expense	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	19,190	8,823	5,444	5,658	8,236	6,359	25,646	4,185	14,331	16,775	9,704	24,439	15,252
Total other income (expense)	14,816	4,449	1,070	1,283	3,861	1,985	21,272	(189)	9,957	12,401	5,330	20,065	10,877
Net Income	\$ 27,124	\$ 51,223	\$ (7,411)	\$ 26,354	\$ 72,760	\$ (13,059)	\$ 49,408	\$ 53,619	\$ 15,279	\$ 42,890	\$ 52,622	\$ 50,404	\$ 47,857

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Feb 2018	Feb 2019	Feb 2020	Jan 2020	Change
Cash and investments - unrestricted	\$ 1,591,130	\$ 1,791,263	\$ 1,912,396	\$ 1,881,997	\$ 30,398
Cash and investments - restricted	267,622	269,912	280,469	261,355	19,115
Receivables	805,654	834,256	881,560	910,847	(29,288)
Materials and supplies	202,904	227,471	185,471	174,134	11,337
Other assets	139,306	127,183	133,932	132,945	987
Plant - net of accumulated depreciation	9,263,095	9,172,210	9,053,103	9,098,445	(45,342)
Deferred outflows of resources	277,060	482,730	408,536	408,536	-
Total Assets	12,546,771	12,905,025	12,855,466	12,868,258	(12,792)
Accounts payable	645,510	591,104	541,352	573,661	(32,309)
Payable to sewer utility	176,365	114,365	-	-	-
Interest accrued	18,818	16,854	16,271	15,280	990
Accrued benefits	304,183	88,249	93,123	95,703	(2,581)
Deferred inflows of resources	172,610	714,629	734,611	743,191	(8,580)
Long-term debt	1,593,410	1,432,760	1,219,940	1,237,790	(17,850)
Net Position	9,635,876	9,947,065	10,250,170	10,202,634	47,536
Total Liabilities & Net Position	\$ 12,546,771	\$ 12,905,025	\$ 12,855,466	\$ 12,868,258	\$ (12,792)
WATER	Feb 2018	Feb 2019	Feb 2020	Jan 2020	Change
Cash and investments - unrestricted / designated	\$ 879,224	\$ 1,019,160	\$ 766,389	\$ 911,351	\$ (144,963)
Cash and investments - restricted	791,451	798,621	932,588	852,325	80,263
Receivables	189,694	196,557	243,069	239,405	3,664
Materials and supplies	89,041	64,580	53,576	51,907	1,670
Other assets	349,526	292,090	247,362	253,921	(6,559)
Plant - net of accumulated depreciation	15,522,168	15,435,042	16,142,157	16,189,642	(47,485)
Deferred outflows of resources	149,936	243,359	204,803	204,803	-
Total Assets	17,971,040	18,049,407	18,589,943	18,703,353	(113,410)
Accounts payable	9,014	17,777	44,075	43,410	665
Interest accrued	70,970	63,564	57,932	63,420	(5,488)
Accrued benefits	151,447	46,840	45,303	48,658	(3,355)
Deferred inflows of resources	87,854	353,723	481,508	483,596	(2,088)
Long-term debt	6,009,464	5,403,652	5,291,021	5,438,171	(147,150)
Net Position	11,642,291	12,163,851	12,670,105	12,626,099	44,006
Total Liabilities & Net Position	\$ 17,971,040	\$ 18,049,407	\$ 18,589,943	\$ 18,703,353	\$ (113,410)
SEWER	Feb 2018	Feb 2019	Feb 2020	Jan 2020	Change
Cash and investments - unrestricted	\$ 2,727,740	\$ 2,655,941	\$ 1,470,117	\$ 1,591,637	\$ (121,519)
Cash and investments - restricted	2,303,477	2,356,497	2,271,678	2,224,075	47,603
Receivables	206,445	187,513	203,455	202,561	894
Receivable from electric utility	180,948	114,365	-	-	-
Materials and supplies	9,032	9,112	8,454	8,454	-
Advances to other funds	428,440	428,440	428,440	428,440	-
Other assets	29,159	20,668	36,628	37,723	(1,095)
Plant - net of accumulated depreciation	13,698,550	13,759,327	15,100,641	14,998,893	101,748
Deferred outflows of resources	197,765	329,543	278,275	278,275	-
Total Assets	19,781,557	19,861,405	19,797,687	19,770,058	27,629
Accounts payable	7,590	16,142	38,299	38,813	(514)
Interest accrued	32,357	23,245	16,677	12,303	4,374
Accrued benefits	148,478	61,691	61,712	65,067	(3,355)
Deferred inflows of resources	116,026	459,328	446,263	446,263	-
Long-term debt	2,490,705	2,019,629	1,532,153	1,532,153	-
Net Position	16,986,402	17,281,371	17,702,583	17,675,459	27,124
Total Liabilities & Net Position	\$ 19,781,557	\$ 19,861,405	\$ 19,797,687	\$ 19,770,058	\$ 27,629

Monthly Dashboard - Cash & Investments						February 2020
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Account	Restrictions	Feb 2020	Jan 2020	\$ Inc/(Dec)	% Inc/(Dec)
Checking - E	Unrestricted	\$ 463,855	\$ 420,404	\$ 43,452	10.34%
Checking - W	Unrestricted	142,770	208,560	(65,791)	-31.55%
Checking - S	Unrestricted	174,099	166,631	7,468	4.48%
Reserves - E	Unrestricted	1,448,540	1,461,593	(13,053)	-0.89%
Reserves - W	Unrestricted	208,839	288,559	(79,721)	-27.63%
Reserves - S	Unrestricted	1,296,018	1,425,006	(128,987)	-9.05%
P&I Redemption - E	Restricted	190,862	171,747	19,115	11.13%
P&I Redemption - W	Restricted	817,428	737,165	80,263	10.89%
P&I Redemption - S	Restricted	321,330	286,834	34,496	12.03%
Depreciation - E	Restricted	89,608	89,608	-	0.00%
Depreciation - W	Restricted	115,160	115,160	-	0.00%
ERF - Water Plant	Designated	414,780	414,232	548	0.13%
ERF - WWTP	Restricted	<u>1,950,347</u>	<u>1,937,241</u>	<u>13,106</u>	0.68%
		<u>\$ 7,633,636</u>	<u>\$ 7,722,739</u>	<u>\$ (89,103)</u>	-1.15%
Unrestricted and Designated		<u>\$ 4,148,901</u>	<u>\$ 4,384,985</u>	<u>\$ (236,084)</u>	-5.38%
	Restricted	<u>\$ 3,484,735</u>	<u>\$ 3,337,754</u>	<u>\$ 146,980</u>	4.40%

