



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, April 12, 2021 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, April 12, 2021, at 4:00 p.m. at the Waupun Utilities Administrative Building, with the option to attend virtually via Zoom. The public may access the meeting online or by phone.

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

1. Join Zoom Meeting
<https://us02web.zoom.us/j/89868010771> Meeting ID: 898 6801 0771 Passcode: 008400
2. By phone
+1 312 626 6799 Meeting ID: 898 6801 0771 Passcode: 008400

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. March 8, 2021 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 3-2021 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. Finance Director Report

GM REPORT / OPERATIONS REPORT

4. General Manager Report
5. Water and Wastewater Report

APPEARANCE BY VISITORS

AGENDA

6. 2020 Financial Audit Report—Aaron Worthman, Partner and Ryan Theiler, Senior Associate, Baker Tilly
7. Approve Resolution Declaring an Agreement Between the City of Waupun and Waupun Utilities for the Management of Sewer Treatment Facilities and Debt Service Obligations Associated with the Wastewater Treatment Plant Upgrade and USDA Rural Development Loan Financing Repayments
8. Approve Resolution to Award Construction Contract for Utility Wastewater Treatment Plant Upgrade and Advanced Biological Nutrient Recovery System
9. Recognition of Outgoing Waupun Utilities Commissioners

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, March 8, 2021**

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

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

A representative from Energetics was present via Zoom.

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

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

On motion by Thurmer, seconded by Kaczmariski and unanimously carried, year-to-date financial reports through January 2021 were approved as presented. Electric operating income was \$17,400 or \$20,000 below budget from lower budgeted revenues and higher A&G operating expenses. Water operating income was \$65,100 or \$15,800 above budget from lower than budgeted operating expenses. Sewer operating income (loss) was (\$900) or \$10,800 below budget on decrease in public authority sales.

General Manager Brooks reported on outages that occurred due to faulty cutouts. The faulty cutouts are known industry wide and crews have been working to replace. The disconnection plan has been submitted to the Public Service Commission of Wisconsin in preparation for end of winter moratorium and resuming disconnection of services due to unpaid past due balances. Staff continue attempts to work with customers in arrears to establish payment plans, payment arrangements and recommend resources for utility assistance.

Treatment Facilities and Operations Superintendent Schramm reported water and wastewater treatment facilities are performing well. Whole Effluent Toxicity (WET) testing has been completed for the first quarter. WET testing is the measurement of potential effluent (discharge) toxicity to aquatic life in our receiving stream. Treatment facilities staff worked to replace forty-one-year-old plug valves to allow for safe isolation of various tanks and pumps during maintenance. Distribution and collections system crew repaired four water main breaks and a service break in February. Crew continues focus on preventative maintenance of the collection system televising the sanitary sewers.

On motion by Thurmer, seconded by Homan and unanimously carried, the Waupun Utilities COVID-19 Plan and Employment Policies updated March 1, 2021 was approved. This update is consistent with the City of Waupun's COVID-19 Policy revisions approved by the Common Council on February 9, 2021. Notable changes involved the travel policy and COVID paid time-off up to 40 hours and eligibility requirements to receive the available time if applicable. The 40 hours of COVID paid time-off is set to expire March 31, 2021.

Treatment Facilities and Operations Superintendent Schramm gave an update on the Wastewater Treatment Facility ABNR project. Bids for the project were due March 3, 2021. Competitive bids were received. Project engineer Applied Technologies, Inc is currently working on reviewing details of bid received from the lowest bidder. Next steps to follow will be bid award and notice to proceed.

On motion by Homan, seconded by Thurmer and unanimously carried, meeting was adjourned at 5:10 p.m.

The next commission meeting is scheduled on April 12, 2021, at 4:00 p.m.

Jen Benson
Office & Customer Service Lead

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
ST. AGNES HOSPITAL							
825	33194	DOT Drug Screening - Chad Flegner	03/01/2021	57.50	57.50	46773	03/12/2021
Total ST. AGNES HOSPITAL:				57.50	57.50		
AIRGAS USA INC							
855	9977697314	ACETYLENE/OXYGEN/NITROGEN	03/01/2021	22.86	22.86	46774	03/12/2021
	9977697314	ACETYLENE/OXYGEN/NITROGEN	03/01/2021	22.86	22.86	46774	03/12/2021
	9977697314	ACETYLENE/OXYGEN/NITROGEN	03/01/2021	22.88	22.88	46774	03/12/2021
Total AIRGAS USA INC:				68.60	68.60		
ALLIANT ENERGY							
900	183035-03032021	Gas Utility for Water Plant	03/03/2021	1,010.54	1,010.54	46775	03/12/2021
	437000-02262021	GAS UTIL BILL FOR SWG PLNT	02/26/2021	1,229.61	1,229.61	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	53.19	53.19	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	42.55	42.55	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	42.55	42.55	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	287.20	287.20	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	287.20	287.20	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	287.20	287.20	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	21.27	21.27	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	21.27	21.27	46775	03/12/2021
	5905160-03042021	Split Distribution - Main Bldg	03/04/2021	21.29	21.29	46775	03/12/2021
	801050-03192021	GAS UTILITY FOR WELLHOUSE #5	03/19/2021	53.05	53.05	46833	03/31/2021
	931084-02262021	GAS UTIL @ WWTP GARAGE	02/26/2021	1,726.91	1,726.91	46775	03/12/2021
Total ALLIANT ENERGY:				5,083.83	5,083.83		
AMAZON CAPITAL SERVICES							
1015	14HG-TVLJ-9CJ4	Electric Clothing	03/11/2021	421.00	421.00	46834	03/31/2021
	1GJG-YT7D-PXWW	Power Strip for Server Room	03/02/2021	20.26	20.26	46776	03/12/2021
	1GJG-YT7D-PXWW	Power Strip for Server Room	03/02/2021	16.10	16.10	46776	03/12/2021
	1GJG-YT7D-PXWW	Power Strip for Server Room	03/02/2021	15.60	15.60	46776	03/12/2021
	1GTC-JCGH-7GT4	Power Pack	03/29/2021	36.99	36.99	46834	03/31/2021
	1KDY-T7JM-H47H	Schramm Phone Case	02/23/2021	19.97	19.97	46776	03/12/2021
	1KDY-T7JM-H47H	Schramm Phone Case	02/23/2021	19.98	19.98	46776	03/12/2021
Total AMAZON CAPITAL SERVICES:				549.90	549.90		
APPLIED TECHNOLOGIES							
1340	35159	ABNR Upgrades	03/05/2021	78,788.50	78,788.50	46835	03/31/2021
Total APPLIED TECHNOLOGIES:				78,788.50	78,788.50		
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT1766726	PROFESSIONAL SERVICES	02/28/2021	4,704.86	4,704.86	46777	03/12/2021
	BT1766726	PROFESSIONAL SERVICES	02/28/2021	4,704.86	4,704.86	46777	03/12/2021
	BT1766726	PROFESSIONAL SERVICES	02/28/2021	4,706.28	4,706.28	46777	03/12/2021
Total BAKER TILLY VIRCHOW KRAUSE LLP:				14,116.00	14,116.00		
BATTERIES PLUS LLC							
2480	P37305723	Batteries for Stock	03/04/2021	7.02	7.02	46778	03/12/2021
	P37305723	Batteries for Stock	03/04/2021	5.58	5.58	46778	03/12/2021
	P37305723	Batteries for Stock	03/04/2021	5.40	5.40	46778	03/12/2021
	P37305723	Fire Safety Battery Backup	03/04/2021	63.92	63.92	46778	03/12/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	P37305723	Fire Safety Battery Backup	03/04/2021	47.94	47.94	46778	03/12/2021
	P37305723	Fire Safety Battery Backup	03/04/2021	47.94	47.94	46778	03/12/2021
Total BATTERIES PLUS LLC:				177.80	177.80		
BEAR GRAPHICS							
2503	867250	Laser Check Order	03/10/2021	109.13	109.13	46836	03/31/2021
	867250	Laser Check Order	03/10/2021	86.75	86.75	46836	03/31/2021
	867250	Laser Check Order	03/10/2021	83.95	83.95	46836	03/31/2021
Total BEAR GRAPHICS:				279.83	279.83		
BENTZ AUTOMOTIVE INC							
2800	16821	Unit #149 Tires	02/15/2021	770.88	770.88	46779	03/12/2021
	16841	Unit 156 Oil Change	02/16/2021	127.58	127.58	46779	03/12/2021
	16851	Unit 18 Oil Change	02/17/2021	55.55	55.55	46779	03/12/2021
Total BENTZ AUTOMOTIVE INC:				954.01	954.01		
BOARDMAN & CLARK LLP							
3200	233096	WWTP Legal Guidance on USDA and Clearas	02/26/2021	1,397.50	1,397.50	46780	03/12/2021
Total BOARDMAN & CLARK LLP:				1,397.50	1,397.50		
BORDER STATES ELECTRIC SUPPLY							
3300	625923913	Returning Elbows	03/25/2021	320.97-	320.97-	46837	03/31/2021
	921674707	FIBERGLASS DEADEND ARM	03/09/2021	522.48	522.48	46837	03/31/2021
	921674707	Returning Elbows	03/09/2021	427.98	427.98	46837	03/31/2021
	921716280	PIN TYPE INSULATORS	03/16/2021	287.00	287.00	46837	03/31/2021
Total BORDER STATES ELECTRIC SUPPLY:				916.49	916.49		
BROOKS SHOES & REPAIR							
3550	36487	sAFETY BOOTS for Ryan Hoffman	02/23/2021	175.00	175.00	46781	03/12/2021
	36747	SAFETY BOOTS for Ryan Hoffman-Rubber	03/16/2021	68.58	68.58	46838	03/31/2021
Total BROOKS SHOES & REPAIR:				243.58	243.58		
C. VERHAGE PHOTO LLC							
5200	4420264	Employee Badges - Smith, Hoffman	03/05/2021	90.00	90.00	46839	03/31/2021
Total C. VERHAGE PHOTO LLC:				90.00	90.00		
CAPITAL NEWSPAPERS							
5450	37033	WWTP Bid Notice	02/09/2021	176.24	176.24	46782	03/12/2021
	40963	190-60005855-MONTHLY MINS	02/27/2021	26.46	26.46	46840	03/31/2021
	40963	190-60005855-MONTHLY MINS	02/27/2021	21.03	21.03	46840	03/31/2021
	40963	190-60005855-MONTHLY MINS	02/27/2021	20.35	20.35	46840	03/31/2021
Total CAPITAL NEWSPAPERS:				244.08	244.08		
CAREW CONCRETE & SUPPLY CO							
5600	1196232	3/4 CRUSHER RUN	02/24/2021	80.70	80.70	46783	03/12/2021
	1196232	3/4 CRUSHER RUN	02/24/2021	40.35	40.35	46783	03/12/2021
	1196232	3/4 CRUSHER RUN	02/24/2021	40.35	40.35	46783	03/12/2021
	1196709	3/4 CRUSHER RUN	03/10/2021	88.53	88.53	46841	03/31/2021
	1196709	3/4 CRUSHER RUN	03/10/2021	44.27	44.27	46841	03/31/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	1196709	3/4 CRUSHER RUN	03/10/2021	44.26	44.26	46841	03/31/2021
Total CAREW CONCRETE & SUPPLY CO:				338.46	338.46		
US CELLULAR							
5700	0423221889	Act #851360664	02/14/2021	179.83	179.83	46822	03/12/2021
	0423744077	Act #375001031	02/16/2021	156.47	156.47	46820	03/12/2021
	423559651	Act #929862839	02/16/2021	232.96	232.96	46819	03/12/2021
	423647477	Act #207749466	02/16/2021	246.60	246.60	46821	03/12/2021
	428741138	Act #851360664	03/14/2021	179.83	179.83	46869	03/31/2021
	428988447	Act #207749466	03/16/2021	210.58	210.58	46868	03/31/2021
	429125800	Act #929862839	03/16/2021	222.96	222.96	46866	03/31/2021
	429299376	Act #375001031	03/16/2021	156.47	156.47	46867	03/31/2021
Total US CELLULAR:				1,585.70	1,585.70		
CINTAS FIRE 636525							
5880	0F37561015	EXTINGUISHER INSPECTION-WELLS/SUBS	03/02/2021	219.16	219.16	46842	03/31/2021
	0F37561015	EXTINGUISHER INSPECTION-WELLS/SUBS	03/02/2021	219.17	219.17	46842	03/31/2021
Total CINTAS FIRE 636525:				438.33	438.33		
CRANE ENGINEERING SALES INC							
6450	396285-00	Cripson Valves -WWTP	02/12/2021	11,011.42	11,011.42	46784	03/12/2021
	397776-00	Influent Dry Well Restoration	02/26/2021	26,104.00	26,104.00	46784	03/12/2021
	399670-00	Digester Roof Repair	02/23/2021	1,900.00	1,900.00	46784	03/12/2021
Total CRANE ENGINEERING SALES INC:				39,015.42	39,015.42		
CRESCENT ELECTRIC SUPPLY CO							
6500	S508790853.002	LED Post Top Light Fixtures	03/03/2021	1,546.04	1,546.04	46785	03/12/2021
Total CRESCENT ELECTRIC SUPPLY CO:				1,546.04	1,546.04		
MARLENS ACE HARDWARE							
9200	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	47.40	47.40	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	41.34	41.34	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	41.36	41.36	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	7.99	7.99	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	20.99	20.99	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	21.14	21.14	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	15.87	15.87	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	15.88	15.88	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	29.00	29.00	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	16.00	16.00	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	23.31	23.31	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	3.58	3.58	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	2.84	2.84	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	13.12	13.12	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	24.99	24.99	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	56.44	56.44	46786	03/12/2021
	475905-FEB 2021	MISCELLANEOUS ITEMS	02/28/2021	39.57	39.57	46786	03/12/2021
Total MARLENS ACE HARDWARE:				420.82	420.82		
FARMERS ELEVATOR CORP LTD							
9300	151786	Soil Sample	02/03/2021	16.00	16.00	46787	03/12/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total FARMERS ELEVATOR CORP LTD:				16.00	16.00		
FERGUSON WATERWORKS #1476							
9480	323702	Hydrant Main Valve Rubbers - Ref#:31	03/16/2021	362.50	362.50	46843	03/31/2021
	323702	Crossarm - Single Drain, Ref#: 30	03/16/2021	500.00	500.00	46843	03/31/2021
	323702	Hydrant Repair Parts	03/16/2021	1,639.99	1,639.99	46843	03/31/2021
	323846	7 ft Minn Patt Curb Box	03/09/2021	360.00	360.00	46843	03/31/2021
	323846	LF 1" Comp x Comp Ball Curb St Minn	03/09/2021	504.00	504.00	46843	03/31/2021
	323846	Freight on Inventory	03/09/2021	88.67	88.67	46843	03/31/2021
	323864	LF 3/4" InLine Ball Curb Valve	03/08/2021	272.34	272.34	46843	03/31/2021
	323872	Hydrant Grease	03/16/2021	295.41	295.41	46843	03/31/2021
Total FERGUSON WATERWORKS #1476:				4,022.91	4,022.91		
GERRITSON, DAVID							
11220	1ST QRT- 2021	COMMISSIONER'S QTRLY SALARY	03/01/2021	38.00	38.00	46788	03/12/2021
	1ST QRT- 2021	COMMISSIONER'S QTRLY SALARY	03/01/2021	31.00	31.00	46788	03/12/2021
	1ST QRT- 2021	COMMISSIONER'S QTRLY SALARY	03/01/2021	31.00	31.00	46788	03/12/2021
Total GERRITSON, DAVID:				100.00	100.00		
GFL ENVIRONMENTAL							
11300	U90000013359	DUMPSTER - OFFICE BLDG	02/19/2021	184.77	184.77	46789	03/12/2021
	U90000013359	DUMPSTER - OFFICE BLDG	02/19/2021	138.58	138.58	46789	03/12/2021
	U90000013359	DUMPSTER - OFFICE BLDG	02/19/2021	138.57	138.57	46789	03/12/2021
	U90000013759	Dumpster WWTP	02/19/2021	1,914.81	1,914.81	46789	03/12/2021
	U90000017639	DUMPSTER - OFFICE BLDG	03/19/2021	146.76	146.76	46844	03/31/2021
	U90000017639	DUMPSTER - OFFICE BLDG	03/19/2021	110.07	110.07	46844	03/31/2021
	U90000017639	DUMPSTER - OFFICE BLDG	03/19/2021	110.08	110.08	46844	03/31/2021
	U90000018060	Dumpster WWTP	03/19/2021	1,940.99	1,940.99	46844	03/31/2021
Total GFL ENVIRONMENTAL:				4,684.63	4,684.63		
GRAINGER							
11400	9824527155	Lights for WWTP	03/03/2021	60.30	60.30	46845	03/31/2021
	9827136129	Lights for WWTP	03/05/2021	55.80	55.80	46790	03/12/2021
	9832872130	Lights for WWTP	03/11/2021	109.20	109.20	46845	03/31/2021
Total GRAINGER:				225.30	225.30		
HEERINGA, JOE							
12330	1ST QRT-2021	COMMISSIONERS QTRLY SALARY	03/01/2021	52.25	52.25	46791	03/12/2021
	1ST QRT-2021	COMMISSIONERS QTRLY SALARY	03/01/2021	42.63	42.63	46791	03/12/2021
	1ST QRT-2021	COMMISSIONERS QTRLY SALARY	03/01/2021	42.62	42.62	46791	03/12/2021
Total HEERINGA, JOE:				137.50	137.50		
HOMAN, JEFF							
12830	1ST QRT-2021	QTRLY COMMISSION SALARY	03/01/2021	38.00	38.00	46792	03/12/2021
	1ST QRT-2021	QTRLY COMMISSION SALARY	03/01/2021	31.00	31.00	46792	03/12/2021
	1ST QRT-2021	QTRLY COMMISSION SALARY	03/01/2021	31.00	31.00	46792	03/12/2021
Total HOMAN, JEFF:				100.00	100.00		
HYDROCORP INC.							
13985	61060-IN	CROSS CONNECTION CONTROL PROG	02/28/2021	2,252.00	2,252.00	46793	03/12/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total HYDROCORP INC.:				2,252.00	2,252.00		
INFOSEND INC							
14490	187474	Energy Assitance Flier	02/28/2021	150.52	150.52	46846	03/31/2021
	187474	Energy Assitance Flier	02/28/2021	119.65	119.65	46846	03/31/2021
	187474	Energy Assitance Flier	02/28/2021	115.79	115.79	46846	03/31/2021
	187474	Waupun Incentive Flier (WPPI)	02/28/2021	2.98	2.98	46846	03/31/2021
	187474	E-Cycle Flier (WPPI)	02/28/2021	373.70	373.70	46846	03/31/2021
	187474	BILL PRINT & POSTAGE	02/28/2021	837.22	837.22	46846	03/31/2021
	187474	BILL PRINT & POSTAGE	02/28/2021	665.48	665.48	46846	03/31/2021
	187474	BILL PRINT & POSTAGE	02/28/2021	644.01	644.01	46846	03/31/2021
Total INFOSEND INC:				2,909.35	2,909.35		
INTEGRATED COMMUNICATIONS SERV							
14650	210201451101	TELEPHONE ANSWERING SERV-AFT	02/22/2021	100.38	100.38	46794	03/12/2021
	210201451101	TELEPHONE ANSWERING SERV-AFT	02/22/2021	79.79	79.79	46794	03/12/2021
	210201451101	TELEPHONE ANSWERING SERV-AFT	02/22/2021	77.22	77.22	46794	03/12/2021
	210301451101	TELEPHONE ANSWERING SERV-AFT	03/22/2021	100.05	100.05	46847	03/31/2021
	210301451101	TELEPHONE ANSWERING SERV-AFT	03/22/2021	79.53	79.53	46847	03/31/2021
	210301451101	TELEPHONE ANSWERING SERV-AFT	03/22/2021	76.96	76.96	46847	03/31/2021
Total INTEGRATED COMMUNICATIONS SERV:				513.93	513.93		
ITU ABSORB TECH INC.							
14950	7652862	SHOP TOWELS FOR WWTP	03/05/2021	23.89	23.89	46795	03/12/2021
	7652865	SHOP TOWELS MTHLY RENTAL FEE	03/05/2021	40.49	40.49	46795	03/12/2021
	7652865	SHOP TOWELS MTHLY RENTAL FEE	03/05/2021	40.49	40.49	46795	03/12/2021
	7652865	SHOP TOWELS MTHLY RENTAL FEE	03/05/2021	40.49	40.49	46795	03/12/2021
Total ITU ABSORB TECH INC.:				145.36	145.36		
J & H CONTROLS INC							
16000	10000022652	BUILDING MAINT MTHLY CHRG	02/19/2021	181.60	181.60	46796	03/12/2021
	10000022652	BUILDING MAINT MTHLY CHRG	02/19/2021	136.20	136.20	46796	03/12/2021
	10000022652	BUILDING MAINT MTHLY CHRG	02/19/2021	136.20	136.20	46796	03/12/2021
	10000022653	BUILDING MAINT MTHLY CHRG-WTP	02/19/2021	167.00	167.00	46796	03/12/2021
Total J & H CONTROLS INC:				621.00	621.00		
KAESER COMPRESSOR INC							
17350	914357563	WWTP Maintenance	02/26/2021	643.00	643.00	46797	03/12/2021
Total KAESER COMPRESSOR INC:				643.00	643.00		
KEMIRA WATER SOLUTIONS INC.							
17513	9017705195	FERROUS CHLORIDE	03/09/2021	2,838.20	2,838.20	46798	03/12/2021
Total KEMIRA WATER SOLUTIONS INC.:				2,838.20	2,838.20		
KING MANUFACTURING CORP							
17535	2021 FOE LED	2021 ENHANCED INCENTIVE OFFER-LED UPGRADE	03/01/2021	500.00	500.00	46848	03/31/2021
Total KING MANUFACTURING CORP:				500.00	500.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
LEICA GEOSYSTEMS INC							
18350	902367553	ZENO FLX100 - GPS/GIS Recorder(Mapping)	02/08/2021	1,726.47	1,726.47	46799	03/12/2021
	902367553	ZENO FLX100 - GPS/GIS Recorder(Mapping)	02/08/2021	1,726.48	1,726.48	46799	03/12/2021
	902367553	ZENO FLX100 - GPS/GIS Recorder(Mapping)	02/08/2021	1,726.48	1,726.48	46799	03/12/2021
Total LEICA GEOSYSTEMS INC:				5,179.43	5,179.43		
LINCOLN CONTRACTORS SUPPLY IN							
18650	N26292	WWTP Pump Suction Hose	03/20/2021	816.00	816.00	46849	03/31/2021
	N26881	Influent Dry Well Sump Pump	03/24/2021	595.00	595.00	46849	03/31/2021
	S58403	Unit 134 Saw Repair	02/25/2021	69.46	69.46	46800	03/12/2021
	S58403	Unit 134 Saw Repair	02/25/2021	69.46	69.46	46800	03/12/2021
Total LINCOLN CONTRACTORS SUPPLY IN:				1,549.92	1,549.92		
LOCATORS & SUPPLIES INC.							
18825	0290757-IN	Safety Glasses	03/23/2021	302.03	302.03	46850	03/31/2021
	29065-IN	Gloves and Safety Glasses	03/18/2021	869.92	869.92	46850	03/31/2021
Total LOCATORS & SUPPLIES INC.:				1,171.95	1,171.95		
MANOWSKE WELDING CORP							
19600	137002	Weld Cast Part	02/22/2021	227.00	227.00	46801	03/12/2021
Total MANOWSKE WELDING CORP:				227.00	227.00		
MARTELLE WATER TREATMENT INC.							
20250	21190	Chlorine & Hydrofluosilicic Acid Bulk	02/23/2021	1,794.50	1,794.50	46802	03/12/2021
Total MARTELLE WATER TREATMENT INC.:				1,794.50	1,794.50		
METLIFE SBC							
23230	TS05980868-APRIL	LONG TERM DISABILITY PREM	03/16/2021	552.87	552.87	46851	03/31/2021
	TS05980868-APRIL	SHORT TERM DISABILITY PREM	03/16/2021	352.36	352.36	46851	03/31/2021
	TS05980868-FEB 2	LONG TERM DISABILITY PREM	02/16/2021	525.56	525.56	46803	03/12/2021
	TS05980868-FEB 2	SHORT TERM DISABILITY PREM	02/16/2021	334.95	334.95	46803	03/12/2021
Total METLIFE SBC:				1,765.74	1,765.74		
MEUW							
23500	2186	Credit & Collections Seminar	02/26/2021	29.25	29.25	46804	03/12/2021
	2186	Credit & Collections Seminar	02/26/2021	23.25	23.25	46804	03/12/2021
	2186	Credit & Collections Seminar	02/26/2021	22.50	22.50	46804	03/12/2021
	2208	Electric Operations Expo- Jahn	03/19/2021	150.00	150.00	46852	03/31/2021
	2208	Electric Operations Expo- Vande Kolk	03/19/2021	150.00	150.00	46852	03/31/2021
	2208	Electric Operations Expo- T.Flegner	03/19/2021	150.00	150.00	46852	03/31/2021
Total MEUW:				525.00	525.00		
MICK FISCHER TROPHY & ENGRAVING							
24230	22236	Commissioner Clocks (3)	03/27/2021	77.88	77.88	46853	03/31/2021
	22236	Commissioner Clocks (3)	03/27/2021	61.90	61.90	46853	03/31/2021
	22236	Commissioner Clocks (3)	03/27/2021	59.92	59.92	46853	03/31/2021
Total MICK FISCHER TROPHY & ENGRAVING:				199.70	199.70		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
MID-STATE SUPPLY							
24350	4413613	OPEN MESH CLOTHES	03/04/2021	26.36	26.36	46805	03/12/2021
	4413648	OPEN MESH CLOTHES	03/04/2021	29.36	29.36	46805	03/12/2021
Total MID-STATE SUPPLY:				55.72	55.72		
MILTON PROPANE INC							
25000	T465719	Sewer Trailer Heater Propane	03/17/2021	21.32	21.32	46854	03/31/2021
Total MILTON PROPANE INC:				21.32	21.32		
SECURIAN FINANCIAL GROUP INC							
25200	26418-1027_APR 2	BASIC GROUP LIFE INS PREMIUM	03/01/2021	240.52	240.52	46814	03/12/2021
	26418-1027_APR 2	EMPLOYER CONTRIBUTION 20%	03/01/2021	10.44	10.44	46814	03/12/2021
	26418-1027_APR 2	EMPLOYER CONTRIBUTION 20%	03/01/2021	8.30	8.30	46814	03/12/2021
	26418-1027_APR 2	EMPLOYER CONTRIBUTION 20%	03/01/2021	8.05	8.05	46814	03/12/2021
Total SECURIAN FINANCIAL GROUP INC:				267.31	267.31		
MONROE TRUCK EQUIPMENT							
27100	5450772	Cutting Edges for Plow Unit 149A	02/18/2021	80.09	80.09	46806	03/12/2021
	5450772	Cutting Edges for Plow Unit 149A	02/18/2021	80.08	80.08	46806	03/12/2021
	5450772	Cutting Edges for Plow Unit 149A	02/18/2021	80.08	80.08	46806	03/12/2021
Total MONROE TRUCK EQUIPMENT:				240.25	240.25		
MSA PROFESSIONAL SERVICES INC							
28200	R00019010.0-26	DNR WRAPP Permit	03/01/2021	3,071.90	3,071.90	46807	03/12/2021
	R00019010.0-26	DNR WRAPP Permit	03/01/2021	3,071.90	3,071.90	46807	03/12/2021
Total MSA PROFESSIONAL SERVICES INC:				6,143.80	6,143.80		
MUNICIPAL ENVIRONMENTAL GROUP							
29400	2021-WW DIVISION	MBRSHP DUES-WASTEWATER DIVISION	03/11/2021	1,142.68	1,142.68	46855	03/31/2021
Total MUNICIPAL ENVIRONMENTAL GROUP:				1,142.68	1,142.68		
NCL OF WISCONSIN INC							
33000	451407	Lab Supplies- WWTP	03/03/2021	1,179.59	1,179.59	46808	03/12/2021
	452236	Lab Supplies- WWTP	03/23/2021	612.65	612.65	46856	03/31/2021
Total NCL OF WISCONSIN INC:				1,792.24	1,792.24		
NORTHERN LAKE SERVICE INC							
38700	395499	WPDES Permit Renewal Samples	02/19/2021	1,418.90	1,418.90	46809	03/12/2021
	396449	WW Samples	03/11/2021	455.00	455.00	46857	03/31/2021
Total NORTHERN LAKE SERVICE INC:				1,873.90	1,873.90		
NORTHERN SAFETY CO INC							
38800	904329647	SAFETY GLASSES	03/03/2021	33.68	33.68	46810	03/12/2021
	904329647	SAFETY GLASSES	03/03/2021	33.68	33.68	46810	03/12/2021
	904329647	SAFETY GLASSES	03/03/2021	33.68	33.68	46810	03/12/2021
Total NORTHERN SAFETY CO INC:				101.04	101.04		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
OFFICE DEPOT							
38880	156749338001	Toner-Matt G	02/18/2021	27.99	27.99	46811	03/12/2021
	156749338001	Toner-Matt G	02/18/2021	28.00	28.00	46811	03/12/2021
	156749338001	WWTP- Supplies	02/18/2021	143.37	143.37	46811	03/12/2021
	159823725001	OFFICE SUPPLIES	02/24/2021	12.30	12.30	46811	03/12/2021
	159823725001	OFFICE SUPPLIES	02/24/2021	9.78	9.78	46811	03/12/2021
	159823725001	OFFICE SUPPLIES	02/24/2021	9.47	9.47	46811	03/12/2021
	159846257001	Calendar - W/S	02/24/2021	71.59	71.59	46811	03/12/2021
	159846257001	Calendar - W/S	02/24/2021	71.59	71.59	46811	03/12/2021
	160219425001	OFFICE SUPPLIES	03/12/2021	2.56	2.56	46858	03/31/2021
	160219425001	OFFICE SUPPLIES	03/12/2021	2.04	2.04	46858	03/31/2021
	160219425001	OFFICE SUPPLIES	03/12/2021	1.97	1.97	46858	03/31/2021
	160221861001	OFFICE SUPPLIES	03/11/2021	8.58	8.58	46858	03/31/2021
	160221861001	OFFICE SUPPLIES	03/11/2021	6.82	6.82	46858	03/31/2021
	160221861001	OFFICE SUPPLIES	03/11/2021	6.59	6.59	46858	03/31/2021
	160221875001	OFFICE SUPPLIES	03/11/2021	21.52	21.52	46858	03/31/2021
	160221875001	OFFICE SUPPLIES	03/11/2021	17.10	17.10	46858	03/31/2021
	160221875001	OFFICE SUPPLIES	03/11/2021	16.55	16.55	46858	03/31/2021
	162549223001	OFFICE SUPPLIES	03/16/2021	9.82-	9.82-	46858	03/31/2021
	162549223001	OFFICE SUPPLIES	03/16/2021	7.81-	7.81-	46858	03/31/2021
	162549223001	OFFICE SUPPLIES	03/16/2021	7.55-	7.55-	46858	03/31/2021
	163661106001	OFFICE SUPPLIES	03/17/2021	9.82	9.82	46858	03/31/2021
	163661106001	OFFICE SUPPLIES	03/17/2021	7.81	7.81	46858	03/31/2021
	163661106001	OFFICE SUPPLIES	03/17/2021	7.55	7.55	46858	03/31/2021
	163661106001	Toner-Matt G	03/17/2021	28.00	28.00	46858	03/31/2021
	163661106001	Toner-Matt G	03/17/2021	27.99	27.99	46858	03/31/2021
Total OFFICE DEPOT:				513.81	513.81		
O'REILLY AUTO PARTS							
38970	2391-427015	Oil dry	03/16/2021	10.81	10.81	46859	03/31/2021
	2391-427015	Oil dry	03/16/2021	10.82	10.82	46859	03/31/2021
	2391-427015	Oil dry	03/16/2021	10.82	10.82	46859	03/31/2021
Total O'REILLY AUTO PARTS:				32.45	32.45		
OSHKOSH OFFICE SYSTEMS							
39000	AR60585	MTHLY CLICK COUNTS	03/01/2021	45.08	45.08	46812	03/12/2021
	AR60585	MTHLY CLICK COUNTS	03/01/2021	35.83	35.83	46812	03/12/2021
	AR60585	MTHLY CLICK COUNTS	03/01/2021	34.68	34.68	46812	03/12/2021
Total OSHKOSH OFFICE SYSTEMS:				115.59	115.59		
PIGGLY WIGGLY							
41200	S00238-03082021	SUPPLIES FOR KITCHEN,OFFC, ETC	03/08/2021	3.90	3.90	46813	03/12/2021
	S00238-03082021	SUPPLIES FOR KITCHEN,OFFC,ETC	03/08/2021	3.10	3.10	46813	03/12/2021
	S00238-03082021	SUPPLIES FOR KITCHEN,OFFC,ETC	03/08/2021	2.99	2.99	46813	03/12/2021
Total PIGGLY WIGGLY:				9.99	9.99		
POWERSPORTS COMPANY LLC							
42790	99011268	SCAG 0 Turn Lawn Mower Unit 19	03/17/2021	3,466.00	3,466.00	46860	03/31/2021
	99011268	SCAG 0 Turn Lawn Mower Unit 19	03/17/2021	3,467.00	3,467.00	46860	03/31/2021
	99011268	SCAG 0 Turn Lawn Mower Unit 19	03/17/2021	3,467.00	3,467.00	46860	03/31/2021
	99011269	KUBOTA UTV UNIT#12	03/17/2021	21,100.00	21,100.00	46860	03/31/2021
	99011269	KUBOTA UTV Snow Blower Attachment UNIT#12a	03/17/2021	7,400.00	7,400.00	46860	03/31/2021

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total POWERSPORTS COMPANY LLC:				38,900.00	38,900.00		
RESCO							
46400	813728-00	Spool Tie and Distb. C-Neck	03/02/2021	439.89	439.89	46861	03/31/2021
	816809-00	Safety Clothing	03/17/2021	681.98	681.98	46861	03/31/2021
Total RESCO:				1,121.87	1,121.87		
SEERA							
51535	WAUPUN/FEB 2021	"WAUPUN" FOCUS PROGRAM FEE	03/03/2021	2,702.74	2,702.74	46815	03/12/2021
Total SEERA:				2,702.74	2,702.74		
SIGMA CONTROLS INC.							
51895	29378	WWTP Level Censor	03/04/2021	426.00	426.00	46862	03/31/2021
Total SIGMA CONTROLS INC.:				426.00	426.00		
SPECTRUM BUSINESS							
52500	33381031321	Internet Services	03/13/2021	82.84	82.84	46863	03/31/2021
	33381031321	Internet Services	03/13/2021	65.84	65.84	46863	03/31/2021
	33381031321	Internet Services	03/13/2021	63.72	63.72	46863	03/31/2021
	33381031321	Monthly Service Exp 1st & 2nd	03/13/2021	106.97	106.97	46863	03/31/2021
	33381031321	Mthly Service Exp 1st & 2nd Ln	03/13/2021	85.03	85.03	46863	03/31/2021
	33381031321	Mthly Service Exp 1st&2nd Line	03/13/2021	82.29	82.29	46863	03/31/2021
	33381031321	Water Plant Voice Serv	03/13/2021	99.98	99.98	46863	03/31/2021
	33381031321	WasteWater Voice Serv	03/13/2021	99.98	99.98	46863	03/31/2021
Total SPECTRUM BUSINESS:				686.65	686.65		
SPEE-DEE							
52600	4182762	SERVICE CHRG for WATER SAMPLES	02/22/2021	41.96	41.96	46816	03/12/2021
	4195507	SERVICE CHRG for WATER SAMPLES	03/08/2021	68.47	68.47	46864	03/31/2021
	4201638	SERVICE CHRG for WATER SAMPLES	03/22/2021	42.21	42.21	46864	03/31/2021
Total SPEE-DEE:				152.64	152.64		
STRAND ASSOCIATES INC							
53800	169031	R & R Assessment & Emergency Response Plan	03/05/2021	1,908.17	1,908.17	46865	03/31/2021
Total STRAND ASSOCIATES INC:				1,908.17	1,908.17		
THURMER, MIKE							
56900	1ST QTR-2021	QTRLY COMMISSION SALARY	03/01/2021	38.00	38.00	46817	03/12/2021
	1ST QTR-2021	QTRLY COMMISSION SALARY	03/01/2021	31.00	31.00	46817	03/12/2021
	1ST QTR-2021	QTRLY COMMISSION SALARY	03/01/2021	31.00	31.00	46817	03/12/2021
Total THURMER, MIKE:				100.00	100.00		
TRUCLEANERS LLC							
58700	FEB 2021	MONTHLY CLEANING SERVICE	03/01/2021	370.50	370.50	46818	03/12/2021
	FEB 2021	MONTHLY CLEANING SERVICE	03/01/2021	294.50	294.50	46818	03/12/2021
	FEB 2021	MONTHLY CLEANING SERVICE	03/01/2021	285.00	285.00	46818	03/12/2021
Total TRUCLEANERS LLC:				950.00	950.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
USA BLUE BOOK							
59600	461739	Probe and Thermometer - Water Plant	01/05/2021	39.19	39.19	46823	03/12/2021
	510758	WWTP Lab Supplies	02/23/2021	451.02	451.02	46823	03/12/2021
	521245	Hydrant Maint.	03/04/2021	305.98	305.98	46823	03/12/2021
	532907	WWTP Lab Supplies	03/16/2021	388.95	388.95	46870	03/31/2021
Total USA BLUE BOOK:				1,185.14	1,185.14		
VAN BUREN, JEROME and/or SANDRA							
60800	FEB 2021	SOLAR CREDIT	03/03/2021	96.07	96.07	46824	03/12/2021
Total VAN BUREN, JEROME and/or SANDRA:				96.07	96.07		
VERIZON WIRELESS							
62900	9873873651	CELLPHONE MTHLY EXPENSES	02/21/2021	332.82	332.82	46825	03/12/2021
	9873873651	CELPHONE MTHLY EXPENSES	02/21/2021	264.55	264.55	46825	03/12/2021
	9873873651	CELLPHONE MTHLY EXPENSES	02/21/2021	256.02	256.02	46825	03/12/2021
	9873873651	DPW'S MTHLY/DATA TABLET CHRGS	02/21/2021	58.08	58.08	46825	03/12/2021
	9876015197	CELLPHONE MTHLY EXPENSES	03/13/2021	102.99	102.99	46871	03/31/2021
	9876015197	CELPHONE MTHLY EXPENSES	03/13/2021	81.86	81.86	46871	03/31/2021
	9876015197	CELLPHONE MTHLY EXPENSES	03/13/2021	79.23	79.23	46871	03/31/2021
	9876015197	DPW'S MTHLY/DATA TABLET CHRGS	03/13/2021	58.08	58.08	46871	03/31/2021
Total VERIZON WIRELESS:				1,233.63	1,233.63		
VERMEER WISCONSIN INC.							
63000	20241569	SHARPENED BLADES FOR CHIPPER #56	03/09/2021	66.62	66.62	46872	03/31/2021
Total VERMEER WISCONSIN INC.:				66.62	66.62		
VERONA SAFETY SUPPLY INC							
63200	42971	Safety Gloves	03/11/2021	126.83	126.83	46873	03/31/2021
	42971	Safety Gloves	03/11/2021	126.83	126.83	46873	03/31/2021
	43115	Safety Gloves	03/15/2021	58.20	58.20	46873	03/31/2021
	43115	Safety Gloves	03/15/2021	58.19	58.19	46873	03/31/2021
Total VERONA SAFETY SUPPLY INC:				370.05	370.05		
WAUPUN, CITY OF							
74400	2021 ECON DEV	Waupun Economic Development	03/11/2021	1,000.00	1,000.00	46829	03/12/2021
	755	2021 Worker's Comp Premium 2nd Qrt	03/01/2021	1,753.25	1,753.25	46829	03/12/2021
	755	2021 Worker's Comp Premium 2nd Qrt	03/01/2021	2,103.90	2,103.90	46829	03/12/2021
	755	2021 Worker's Comp Premium 2nd Qrt	03/01/2021	3,155.85	3,155.85	46829	03/12/2021
	FEB 2021-SW	Stormwater Receipts	03/03/2021	48,811.74	48,811.74	46829	03/12/2021
	FEB 2021-TRASH	Trash/Recycling Collection	03/03/2021	38,527.76	38,527.76	46829	03/12/2021
	PILOT-MAR 2021	Property Tax Pilot - Water	03/01/2021	30,064.00	30,064.00	46829	03/12/2021
	PILOT-MAR 2021	Property Tax Pilot - Electric	03/01/2021	24,930.00	24,930.00	46829	03/12/2021
Total WAUPUN, CITY OF:				150,346.50	150,346.50		
WISCONSIN STATE LAB OF HYGIENE							
88300	664874	FLLUORIDE	01/31/2021	26.00	26.00	46830	03/12/2021
	667034	WWTP LAB TESTINGS	02/28/2021	50.00	50.00	46830	03/12/2021
	667981	FLLUORIDE	02/28/2021	26.00	26.00	46830	03/12/2021
Total WISCONSIN STATE LAB OF HYGIENE:				102.00	102.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
WAUPUN UTILITIES (Refund Acct)							
100000	15013106.30	Ref Overpaymt frm: 1104 Rock Ave, Apt 7	02/24/2021	36.02	36.02	46827	03/12/2021
	15035900.34	Ref Overpaymt frm: 312 Grandview Ave	03/25/2021	265.42	265.42	46874	03/31/2021
	15035900.34	Ref Overpaymt frm: 312 Grandview Ave	03/25/2021	24.55	24.55	46874	03/31/2021
	15035900.34	Ref Overpaymt frm: 312 Grandview Ave	03/25/2021	18.44	18.44	46874	03/31/2021
	16044220.20	Ref Overpaymt frm: 20 S State St	03/25/2021	74.25	74.25	46875	03/31/2021
	16095115.21	Ref Overpaymt frm: 810 Taft Ln	03/25/2021	.41	.41	46878	03/31/2021
	17059025.25	Ref Overpaymt frm: 979 W Main St	02/24/2021	89.09	89.09	46826	03/12/2021
	19075500.20	Ref Overpaymt frm: 117 N Drummond St	03/25/2021	175.68	175.68	46876	03/31/2021
	20081120.21	Ref Overpaymt frm: 452 Fox Lake Rd, Apt 101	02/24/2021	57.29	57.29	46828	03/12/2021
	20087056.30	Ref Overpaymt frm: 967 Wilcox St, Apt 202	03/25/2021	24.32	24.32	46877	03/31/2021
Total WAUPUN UTILITIES (Refund Acct):				765.47	765.47		
Grand Totals:				391,858.46	391,858.46		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
03/10/2021	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	50.88	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	483.54	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,104.24	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		1,638.66-
2						
					.00*	
03/01/2021	2	2019 Revenue Bond Payment - FVSB (via Wells F	2-2237-0000-00	INTEREST ACCRUED	8,983.75	
		2019 Revenue Bond Payment - FVSB (via Wells F	2-2221-2019-00	2019 REVENUE BONDS	95,000.00	
		2019 Revenue Bond Payment - FVSB (via Wells F	9-1131-0000-00	COMBINED CASH		103,983.75-
3						
					.00*	
03/01/2021	3	2019 Refunding Revenue Bond Payment - DTCC (1-2237-0000-00	INTEREST ACCRUED	16,050.00	
		2019 Refunding Revenue Bond Payment - DTCC (1-2221-2020-00	2019 REVENUE REFUNDING B	165,000.00	
		2019 Refunding Revenue Bond Payment - DTCC (9-1131-0000-00	COMBINED CASH		181,050.00-
		2019 Refunding Revenue Bond Payment - DTCC (2-2237-0000-00	INTEREST ACCRUED	53,943.75	
		2019 Refunding Revenue Bond Payment - DTCC (2-2221-2020-00	2019 REVENUE REFUNDING B	325,000.00	
		2019 Refunding Revenue Bond Payment - DTCC (9-1131-0000-00	COMBINED CASH		378,943.75-
4						
					.00*	
03/07/2021	4	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	8.21	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	6.52	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	6.31	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH		21.04-
5						
					.00*	
03/10/2021	5	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	980.00	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	348.85	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	426.24	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		1,755.09-
6						
					.00*	
03/12/2021	6	Record February's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	6,976.80	
		Record February's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		6,976.80-
7						
					.00*	
03/30/2021	7	Record February's Wholesale Power Bill ACH Pay	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	508,554.22	
		Record February's Wholesale Power Bill ACH Pay	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,440.49	
		Record February's Wholesale Power Bill ACH Pay	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,266.57	
		Record February's Wholesale Power Bill ACH Pay	9-1131-0000-00	COMBINED CASH		511,261.28-
8						
					.00*	
03/31/2021	8	Transfer WF to TD for Water ST TD investing	2-1128-1291-00	SURPLUS FUND - TD AMERITR	600,000.00	
		Transfer WF to TD for Water ST TD investing	2-1131-1111-00	CASH		600,000.00-
9						
					.00*	
03/31/2021	9	Re-establish Depreciation Reserve for 2019 Reven	1-1128-2014-00	DEPRECIATION ACCT - 2019 BO	41,400.00	
		Re-establish Depreciation Reserve for 2019 Reven	1-1131-1111-00	CASH		41,400.00-
		Re-establish Depreciation Reserve for 2019 Reven	2-1128-2014-00	DEPRECIATION ACCT - 2019 BO	158,600.00	
		Re-establish Depreciation Reserve for 2019 Reven	2-1131-1111-00	CASH		158,600.00-
10						
					.00*	
03/11/2021	10	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPEN	231.43	
11						
03/11/2021	11	Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSE	64.09	

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
12						
03/11/2021	12	Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSE	60.53	
13						
03/11/2021	13	Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		356.05-
14						
03/04/2021	14	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD	1,839.45	
15						
03/04/2021	15	Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD	509.39	
16						
03/04/2021	16	Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD	481.08	
17						
03/04/2021	17	Record PSN Fees	9-1131-0000-00	COMBINED CASH		2,715.65-
18						
03/03/2021	18	Record PSN Fees	9-1131-0000-00	COMBINED CASH		114.27-

Documents: 18 Transactions: 42

Total CD:

1,988,816.34

1,988,816.34-

Grand Totals:

1,988,816.34

1,988,816.34-



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: April 12, 2021
SUBJECT: February 2021 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility replaced its backhoe at a cost of \$83,500 which is under the budgeted amount of \$85,000. The water utility purchased a lot of replacement water meters in the amount of \$7,850 to maintain its meter replacement program as required by the PSCW. The sewer utility replaced several VFD's at the WWTP in the amount of \$8,850 for routine maintenance at the facilities. A new hydraulic saw was also purchased with the cost split between the water and sewer utilities. All equipment purchased was included in the 2021 capital budget.

Construction activity for the month included \$5,150 each for the water and sewer utilities in engineering costs billed by the City for the Newton/Rock street project. The sewer utility paid \$71,800 for engineering costs associated with the WWTP upgrade. These engineering fees were paid with sewer utility cash reserves and will be reimbursed with the USDA loan in subsequent periods.

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

Sales

Electric

- Monthly kWh sales were **2.5% below** budget & similar to February 2020 sales on lower power sales across all customer classes except residential.

Water

- Monthly sales units of 100 cubic feet were **4.7% below** budget & **2.4% lower** than February 2020 sales; usage decreases in commercial, industrial and public authority customer classes.

Sewer

- Monthly sales units of 100 cubic feet were **17.1% below** budget & **19.9% lower** than February 2020 sales due to lower public authority volume. Sales to public authority customers continue to trend downward beginning in the spring of 2020 with the onset of COVID.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$53,000 and \$50,600 respectively, due to lower than budgeted demand and overall lower associated purchased power costs.
- Gross margin was \$2,500 **below** budget
- Operating expenses were \$19,600 **below** budget primarily due to lower maintenance costs associated with overhead line repairs.

- Operating income was \$49,500 or \$14,600 *above* budget from lower than budgeted revenues and higher A&G operating expenses.
- Net income was \$42,600 or \$14,800 *above* budget primarily from revenues coming in under budget for the month.

Water

- Operating revenues were \$3,300 *below* budget due to overall slightly lower consumption
- Operating expenses were \$40,400 *below* budget due to fewer main breaks and the timing of chemical purchases compared to the prior year.
- Operating income was \$126,700 or \$32,400 *above* budget from lower than budgeted operating expenses
- Net income was \$103,100 or \$39,200 *above* budget

Sewer

- Operating revenues were \$57,800 *below* budget on a continued trend of a decrease in public authority sales from 2020.
- Operating expenses were \$43,200 *below* budget on lower than budgeted maintenance expenses at the WWTP
- Operating income (loss) was (\$7,400) or \$21,500 *below* budget
- Net income (loss) was (\$26,900) or \$30,700 *below* budget due to the decrease in public authority consumption

Balance Sheets

Electric

- Balance sheet *decreased* \$10,500 from January 2020
- Unrestricted cash remained relatively unchanged from the prior month and included payment for the \$83,500 backhoe
- Accounts receivable *decreased* \$60,600 from lower sales for the month
- Accounts payable *decreased* \$43,600 on lower purchased power expense outstanding for the month
- A principal and interest payment on the 2019 Refunding Revenue bonds is due on March 1, 2021 which will require a \$181,000 cash payment. Funds are segregated monthly to fund this payment.

Water

- Balance sheet *increased* \$60,800 from January 2020
- Total unrestricted and restricted cash *increased* \$105,200 as a result of an increase in collections and lower operating costs for the month
- Accounts receivable *decreased* \$2,000
- Net position *increased* by \$49,800
- Principal and interest payments on the 2019 Refunding Revenue bonds and 2019 revenue bonds are due on March 1, 2021 which will require a total of \$482,900 in cash outlays. Funds are segregated monthly to fund this payment.

Sewer

- Balance sheet *decreased* \$9,000 from January 2020
- Unrestricted cash *decreased* \$68,300 primarily from payment for engineering costs associated with the WWTP. These costs will be reimbursed through a USDA loan draw in subsequent months.

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* \$92,400, or 1.0% from January 2021 primarily from decreases in accounts payable / operating expenses between the three utilities.

- Received interest and distributions of \$4,400 and recorded an unrealized *negative* market adjustment of (\$6,300), along with \$600 in management fees, resulting in a net portfolio *loss* of (\$2,500) for the month.
- Total interest and investment income earned on all accounts for the month was \$1,700.

OTHER FINANCIAL MATTERS

Re-Establishment of Customer Disconnections

Beginning April 15, 2021, the Utilities will reinstate our disconnection policy in accordance with our current PSCW rate orders and regulations. Previously the utilities had suspended disconnections to comply with PSCW guidelines surrounding COVID-19 and the winter moratorium. As of this report date the PSC has not extended the disconnection suspension through formal legislative processes. Additionally, as of March 30, 2021, the following is a summary of customers who received either a reminder or disconnect notice:

- Balances over \$150 (disconnect notice): 259 residential customers - \$92,400 in arrearages
- Balances under \$150 (reminder notice): 169 residential customers - \$14,370 in arrearages

PSCW Annual Report

The 2020 PSCW financial and statistical report for the Electric and Water Utilities is traditionally due April 1 of each year, however, due to COVID, the report deadline was extended until June 1, 2021. Utility staff are working on the report and anticipates submitting the report at the end of April 2021.

WWTP Upgrade – Loan Application and Construction Award Approval

The application process for the fourth and final construction loan has been completed and accepted by the USDA. As a result, the Utilities are permitted to award the construction bid for the project and commence ground-breaking within the next month. The details of the Resolution to Award the Construction Bid are included as a discussion and approval item within this month's agenda.

Additionally, the second Application for Payment was submitted to the USDA on April 8, 2021 totaling \$228,000 and represents a reimbursement of costs incurred and paid by the utility from September 2020 to March 2021. These Applications for Payment will be completed monthly until the project is completed. Listed below is a summary of the costs requested for reimbursement to date:

Application for Payment #2 (Requested) - \$ 228,143

Application for Payment – Project to Date - \$2,128,302

Sewer Rate Change – April 2021

In accordance with Res. 01-14-20-01, step two of the four year/step sewer rate increase is effective for services beginning after April 1, 2021. The increase will implement the rates designed in Ord 20-01 of the Sanitary Sewer System applied to all customer classes and represents an average of a 7.00% increase from the prior year.

Employee Evaluation Process

Management will begin the employee evaluation process this month and complete reviews by the end of May 2021. Management is also in discussion with its compensation consultant to update its wage matrix (original approved in 2018) effective for performance evaluation wage changes effective for July 1, 2021.

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

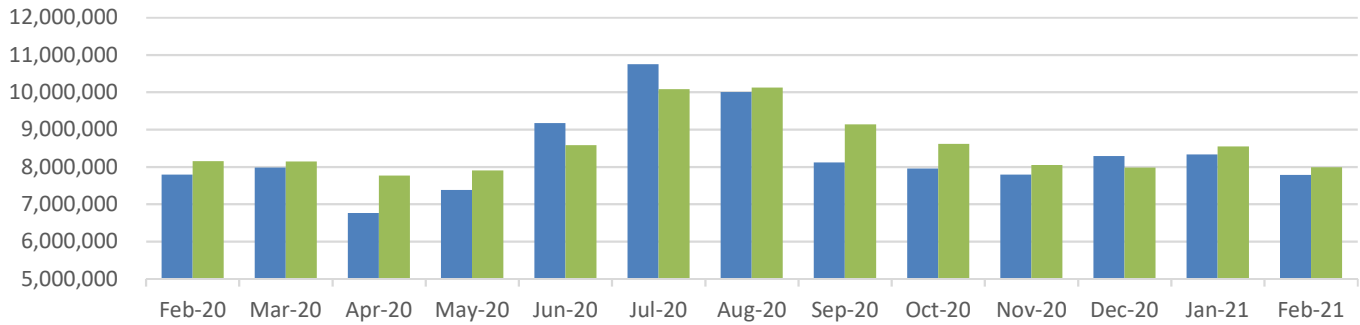
Waupun Utilities											
Construction and Plant Additions Summary											
February 2021											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Overhead and underground conductor and devices	-	-	10,000	-	-	-	-	-	-	-	10,000
Transformers	-	25,242	70,000	-	-	-	-	-	-	25,242	70,000
Overhead and Underground Services	-	-	15,000	-	-	-	-	-	-	-	15,000
LED street lighting	579	1,115	50,000	-	-	-	-	-	-	1,115	50,000
Voltage conversion	-	-	25,000	-	-	-	-	-	-	-	25,000
Rebuild overhead line	97	97	146,000	-	-	-	-	-	-	97	146,000
Underground wire and equipment upgrade	-	-	30,000	-	-	-	-	-	-	-	30,000
CIAC - Work Invoiced to Customer / Others	1,335	1,543	-	-	-	-	454	454	-	1,997	-
City of Waupun - Shared Services	347	5,077	-	332	332	-	199	685	-	6,094	-
Rock / Newton street reconstruction	-	-	-	-	-	545,600	-	-	505,900	-	1,051,500
S. Madison street reconstruction - phase 2	-	-	-	-	-	448,300	-	-	661,800	-	1,110,100
Harris Lift Station reconfiguration	-	-	-	-	-	200,000	-	-	-	-	200,000
WWTP Construction Upgrade - ABNR	-	-	-	1,574	26,030	15,668,000	-	-	-	26,030	15,668,000
CIPP Sewer lining	-	-	-	-	-	45,000	-	-	-	-	45,000
Meters	-	-	6,000	-	-	-	7,847	7,919	11,500	7,919	17,500
Sewer Main CIPP Lining	-	-	-	-	-	-	-	-	-	-	-
TOTAL CONSTRUCTION	\$ 2,358	\$ 33,074	\$ 362,000	\$ 1,906	\$ 26,362	\$ 16,906,900	\$ 8,501	\$ 9,059	\$ 1,179,200	\$ 68,495	\$ 18,448,100
CARRYOVER PROJECTS:											
ATC - Increase clearance work	831	5,093	-	-	-	-	-	-	-	5,093	-
Newton/Rock Avenue Engineering	-	-	-	5,158	34,305	25,000	5,158	31,210	25,000	65,515	50,000
Madison St Engineering & Construction - Phase 2	-	-	-	-	4,000	-	-	4,000	-	8,000	-
WWTP Phosphorus Upgrade Engineering	-	-	-	71,841	1,970,915	3,804,000	-	-	-	1,970,915	3,804,000
PLANT ADDITIONS:											
Description	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Accounting software upgrade	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 15,000
Replace wire cutter/hydraulic press & misc tools	-	-	15,000	-	-	-	-	-	-	-	15,000
Test breakers in substation	-	-	8,000	-	-	-	-	-	-	-	8,000
Backhoe	83,500	83,500	85,000	-	-	-	-	-	-	83,500	85,000
Vactor Replacement (E-10%, S-80%, W-10%)	-	-	43,000	-	-	344,000	-	-	43,000	-	430,000
Zero Turn Lawn Mower	-	-	3,600	-	-	3,600	-	-	3,600	-	10,800
GIS Collector & handheld meter reader	-	-	3,330	-	-	3,330	-	-	3,330	-	9,990
Security system upgrade	-	1,518	-	-	1,518	-	-	1,518	-	4,553	-
Digester building equipment replacement	-	-	-	8,840	8,840	10,000	-	-	-	8,840	10,000
Blower building equipment replacement	-	-	-	-	-	13,000	-	-	-	-	13,000
Belt press building equipment replacement	-	-	-	-	-	13,000	-	-	-	-	13,000
Intermediate east and west clarifier rebuild	-	-	-	-	-	43,000	-	-	-	-	43,000
UTV with attachments for WWTP	-	-	-	-	-	29,000	-	-	-	-	29,000
Other equipment replacement	-	-	-	4,197	4,197	4,500	4,197	4,197	4,500	8,394	9,000
TOTAL PLANT ADDITIONS	\$ 83,500	\$ 85,018	\$ 162,930	\$ 13,036	\$ 14,554	\$ 468,430	\$ 4,197	\$ 5,714	\$ 59,430	\$ 105,286	\$ 690,790

Sales and Revenues Dashboard - Feb 2021

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	7,787,689	↓ -2.5%	↓ -2.5%	Power Costs	\$ 505,642	↓ -6.8%	↓ -4.6%
Revenues	\$ 685,144	↓ -4.2%	↓ -3.6%	Gross Margin	\$ 179,502	↑ 3.7%	↓ -0.7%

kWhs Sold

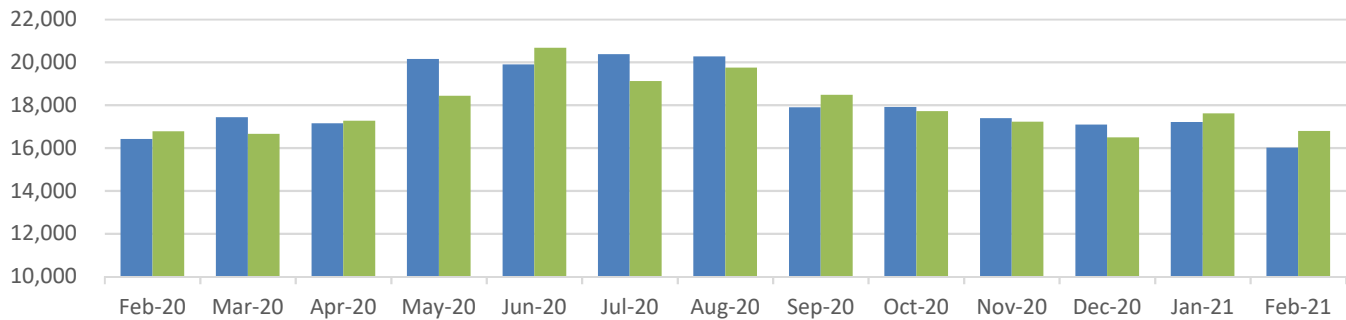
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	16,014	↓ -4.7%	↓ -3.5%	Revenues	\$ 132,988	↓ -2.5%	↓ -1.7%

Water Cubic Feet (100's) Sold

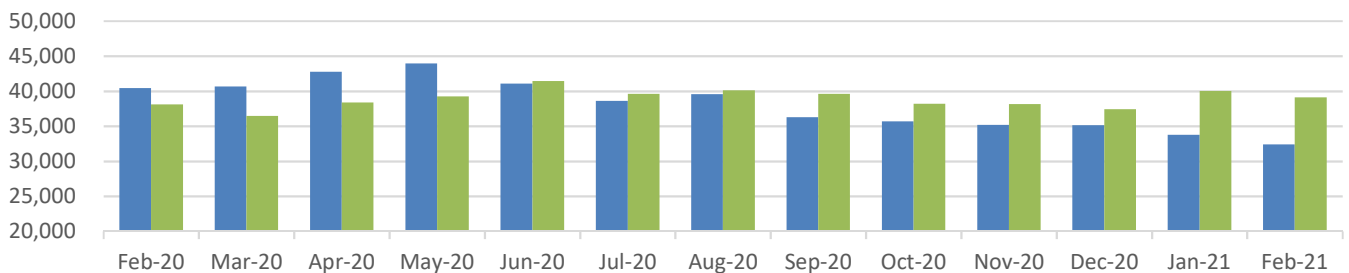
■ Actual ■ Budgeted



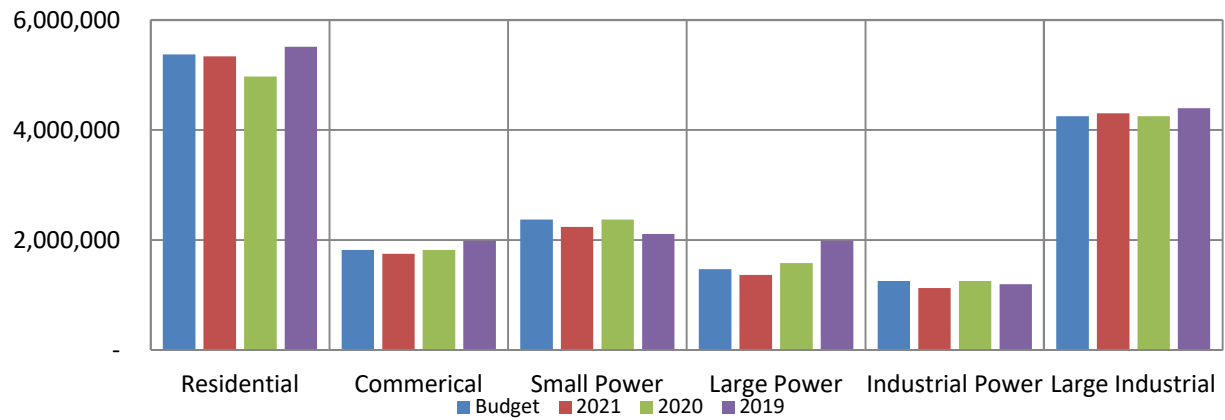
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	32,412	↓ -17.1%	↓ -16.4%	Revenues	\$ 141,244	↓ -17.4%	↓ -17.8%

Sewer Cubic Feet (100's) Treated

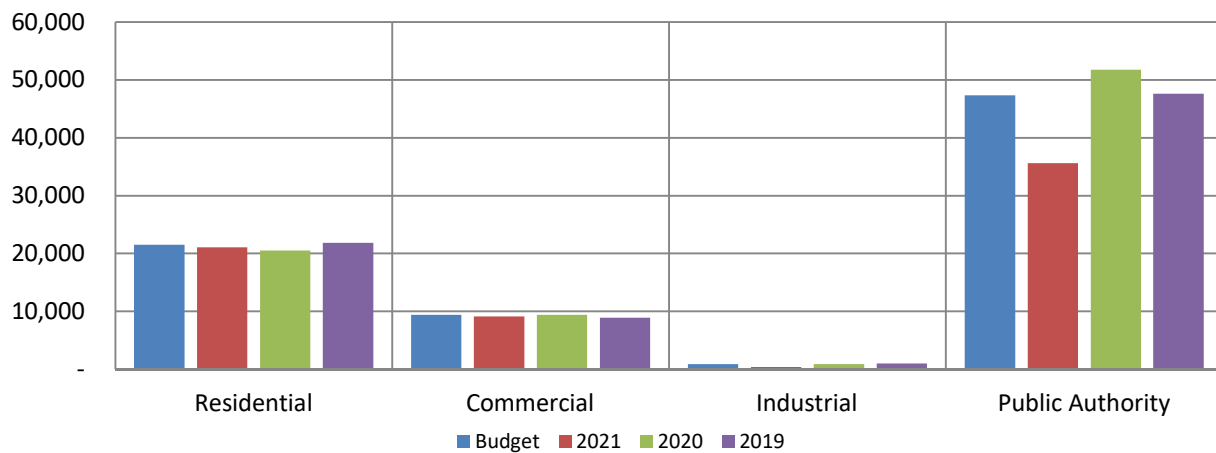
■ Actual ■ Budgeted



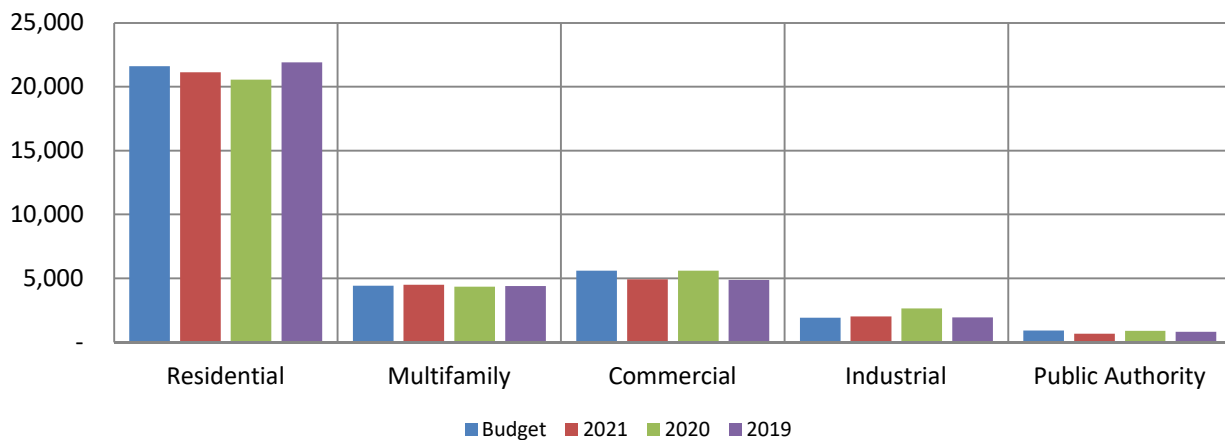
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Feb 2019	Feb 2020	Feb 2021
Sales of Electricity	\$ 9,991,777	\$ 9,613,895	\$ 9,421,901
Purchased Power	7,909,303	7,596,073	7,344,540
Gross Margin	2,082,473	2,017,822	2,077,361
	20.8%	21.0%	22.0%
Other Operating Revenues	96,976	102,154	95,327
Operating Expenses			
Distribution expense	398,024	353,796	295,497
Customer accounts expense	118,808	132,311	113,798
Advertising expense	564	1,509	1,037
Administrative & general expense	378,521	459,362	383,231
Total operating expenses	895,917	946,978	793,563
Other Operating Expenses			
Depreciation expense	577,826	593,016	616,678
Taxes	338,406	346,018	332,523
Total other operating expenses	916,232	939,034	949,202
Operating Income	367,301	233,964	429,923
Other Income (Expense)			
Capital contributions	111,557	22,649	33,360
Interest expense	(34,804)	(33,871)	(37,366)
Amortization of debt-related costs	(18,028)	(36,629)	(7,878)
Other	(19,557)	116,993	101,182
Total other income (expense)	39,168	69,141	89,298
Net Income	\$ 406,469	\$ 303,105	\$ 519,222

Regulatory Operating Income	431,230	337,559	493,408
Rate of Return	4.96	3.88	5.68
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	3.6	5.0	6.0
Months of Unrestricted Cash on Hand	2.4	2.6	3.3
Equity vs Debt	0.86	0.89	0.90
Asset Utilization	0.49	0.50	0.51
Combined E&W Debt Coverage	3.05	3.04	4.18
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, 28 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,421,901	\$ 1,405,779	\$ 1,458,828	\$ (53,049)
Purchased Power	7,344,540	1,052,354	1,102,933	(50,579)
Gross Margin	2,077,361	353,425	355,895	(2,470)
	22.0%	25.1%	24.4%	
Other Operating Revenues	95,327	15,654	14,066	1,588
Operating Expenses				
Distribution expense	295,497	56,922	85,520	(28,599)
Customer accounts expense	113,798	17,313	19,252	(1,939)
Advertising expense	1,037	1,211	266	945
Administrative & general expense	383,231	77,769	67,790	9,979
Total operating expenses	793,563	153,215	172,828	(19,613)
Other Operating Expenses				
Depreciation expense	616,678	110,276	102,088	8,188
Taxes	332,523	56,131	60,192	(4,061)
Total other operating expenses	949,202	166,407	162,280	4,127
Operating Income	429,923	49,457	34,853	14,604
Other Income (Expense)				
Capital contributions	33,360	-	-	-
Interest expense	(37,366)	(5,350)	(4,938)	(412)
Amortization of debt-related costs	(7,878)	(1,117)	(3,792)	2,675
Other	101,182	(352)	1,666	(2,018)
Total other income (expense)	89,298	(6,819)	(7,064)	245
Net Income	\$ 519,222	\$ 42,638	\$ 27,789	\$ 14,849

	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020
Operating Revenues	\$ 685,144	\$ 720,635	\$ 769,791	\$ 702,128	\$ 717,547	\$ 828,989	\$ 980,998	\$ 1,043,420	\$ 899,648	\$ 742,398	\$ 624,264	\$ 706,940	\$ 700,877
Purchased Power	505,642	546,712	587,379	533,487	550,064	669,840	800,564	849,687	720,390	579,587	460,334	540,853	527,569
Gross Margin	179,502	173,923	182,412	168,640	167,483	159,149	180,433	193,733	179,258	162,810	163,930	166,087	173,309
	26.2%	24.1%	23.7%	24.0%	23.3%	19.2%	18.4%	18.6%	19.9%	21.9%	26.3%	23.5%	24.7%
Other Operating Revenues	7,922	7,732	9,772	12,164	9,411	6,923	6,973	6,969	6,891	6,857	6,813	6,900	7,962
Operating Expenses													
Distribution expense	29,856	27,066	(9,499)	19,004	11,729	17,173	39,927	39,928	28,198	25,191	22,349	44,574	38,112
Customer accounts expense	9,534	7,779	10,281	8,053	11,420	8,806	8,935	11,298	9,758	9,856	8,203	9,875	12,379
Advertising expense	512	699	641	190	(7,946)	8,339	453	(12,176)	2,934	6,392	-	1,000	450
Administrative & general expense	34,420	43,349	39,900	30,046	31,936	27,380	25,179	30,267	23,325	24,632	29,646	43,151	26,356
Total operating expenses	74,322	78,893	41,323	57,292	47,140	61,698	74,495	69,317	64,214	66,071	60,198	98,601	77,297
Other Operating Expenses													
Depreciation expense	53,024	57,252	54,575	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203
Taxes	28,029	28,102	4,346	27,577	43,441	27,161	27,655	28,911	27,739	27,111	34,223	28,229	27,678
Total other operating expenses	81,053	85,354	58,921	77,780	93,644	77,364	77,858	79,114	77,942	77,314	84,426	78,432	77,881
Operating Income	32,050	17,408	91,939	45,732	36,110	27,011	35,053	52,271	43,993	26,284	26,120	(4,046)	26,093
Other Income (Expense)													
Capital contributions	-	-	16,233	17,128	-	-	-	-	-	-	-	-	15,835
Interest expense	(2,675)	(2,675)	(2,675)	(2,675)	(2,675)	(8,246)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)
Amortization of debt-related costs	(558)	(558)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)
Other	(287)	(66)	(2,287)	733	(1,115)	(68)	945	425	20,900	3,417	5,011	(58,566)	8,909
Total other income (expense)	(3,520)	(3,299)	10,594	14,509	(4,466)	(8,989)	(2,356)	(2,875)	17,600	116	1,710	(61,866)	21,444
Net Income	\$ 28,530	\$ 14,108	\$ 102,533	\$ 60,241	\$ 31,644	\$ 18,022	\$ 32,698	\$ 49,396	\$ 61,593	\$ 26,400	\$ 27,830	\$ (65,912)	\$ 47,536

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

WATER	Feb 2019	Feb 2020	Feb 2021
Operating Revenues	\$ 2,574,989	\$ 2,613,170	\$ 2,598,778
Operating Expenses			
Source of supply expenses	45,715	9,025	36,296
Pumping expenses	95,004	88,147	78,264
Water treatment expenses	196,642	164,978	170,472
Transmission & distribution expenses	297,696	267,143	253,589
Customer accounts expenses	112,242	119,110	101,411
Administrative & general expense	238,986	284,163	261,669
Total operating expenses	986,285	932,566	901,700
Other Operating Expenses			
Depreciation expense	539,698	543,943	579,768
Taxes	384,664	380,217	377,452
Total other operating expenses	924,363	924,160	957,220
Operating Income	664,342	756,444	739,858
Other Income (Expense)			
Capital contributions from customers and municipal	67,178	-	180,432
Interest expense	(131,263)	(142,899)	(146,893)
Amortization of debt-related costs	(52,274)	(134,259)	(20,557)
Other	24,167	26,968	794
Total other income (expense)	(92,192)	(250,190)	13,776
Net Income	\$ 572,150	\$ 506,254	\$ 753,634
Regulatory Operating Income	710,203	816,755	775,546
Rate of Return	5.06	5.93	5.57
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	14.95	9.90	26.00
Months of Unrestricted Cash on Hand	8.92	7.01	16.23
Equity vs Debt	0.69	0.72	0.73
Asset Utilization	0.34	0.36	0.36

Note 1 - Water rates increased May 2012.

Definitions

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

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Water Utility
For the Period Ended Feb 28, 2021

WATER

	Last 12 Months	YTD 2021	YTD Budget	Difference
Operating Revenues	\$ 2,598,778	\$ 418,978	\$ 422,325	\$ (3,347)
Operating Expenses				
Source of supply expenses	36,296	115	566	(451)
Pumping expenses	78,264	13,457	14,664	(1,207)
Water treatment expenses	170,472	27,469	34,358	(6,889)
Transmission & distribution expenses	253,589	28,254	53,590	(25,336)
Customer accounts expenses	101,411	15,521	19,486	(3,965)
Administrative & general expense	261,669	45,714	48,264	(2,550)
Total operating expenses	901,700	130,530	170,928	(40,398)
Other Operating Expenses				
Depreciation expense	579,768	99,764	94,288	5,476
Taxes	377,452	61,954	62,740	(786)
Total other operating expenses	957,220	161,718	157,028	4,690
Operating Income	739,858	126,730	94,369	32,361
Other Income (Expense)				
Capital contributions	180,432	-	-	-
Interest expense	(146,893)	(20,976)	(19,954)	(1,022)
Amortization of debt-related costs	(20,557)	(2,859)	(11,374)	8,515
Other	794	213	834	(621)
Total other income (expense)	13,776	(23,621)	(30,494)	6,873
Net Income	\$ 753,634	\$ 103,109	\$ 63,875	\$ 39,234

WATER

	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020
Operating Revenues	\$ 206,483	\$ 212,495	\$ 212,776	\$ 213,324	\$ 214,389	\$ 217,636	\$ 225,251	\$ 226,155	\$ 223,349	\$ 225,189	\$ 210,519	\$ 211,212	\$ 206,309
Operating Expenses													
Source of supply expenses	115	-	-	-	-	-	18	-	-	-	1,015	35,148	8,485
Pumping expenses	6,866	6,591	6,325	5,830	6,002	6,030	6,553	6,518	6,253	6,884	7,057	7,354	7,474
Water treatment expenses	11,348	16,121	10,745	11,722	14,529	15,935	15,409	12,854	13,244	14,199	16,195	18,171	13,668
Transmission & distribution expenses	16,659	11,595	19,677	43,516	16,016	20,121	28,996	38,911	21,203	16,105	9,097	11,692	9,998
Customer accounts expenses	8,510	7,011	8,607	7,078	10,414	7,796	7,944	10,349	8,742	8,597	7,417	8,946	12,199
Administrative & general expense	20,465	25,249	23,251	18,017	25,094	21,803	18,507	24,048	18,685	18,032	21,364	27,156	19,148
Total operating expenses	63,964	66,566	68,605	86,163	72,055	71,686	77,428	92,681	68,127	63,818	62,144	108,466	70,971
Other Operating Expenses													
Depreciation expense	49,882	49,882	37,193	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201
Taxes	31,009	30,945	29,738	31,208	34,672	31,419	31,430	32,100	31,646	31,093	31,140	31,053	31,729
Total operating expenses	80,891	80,827	66,931	80,409	83,873	80,620	80,631	81,301	80,847	80,294	80,342	80,254	80,930
Operating Income	61,629	65,101	77,241	46,752	58,461	65,331	67,192	52,173	74,375	81,077	68,033	22,493	54,408
Other Income (Expense)													
Capital contributions	-	-	180,432	-	-	-	-	-	-	-	-	-	-
Interest expense	(10,489)	(10,487)	(10,488)	(10,488)	(10,488)	(35,071)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)
Amortization of debt-related costs	(1,429)	(1,429)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)
Other	100	113	(2,882)	123	122	124	140	169	231	395	919	1,238	1,265
Total other income (expense)	(11,818)	(11,803)	165,292	(12,134)	(12,136)	(36,716)	(11,527)	(11,498)	(11,436)	(11,271)	(10,748)	(10,429)	(10,402)
Net Income	\$ 49,811	\$ 53,298	\$ 242,533	\$ 34,617	\$ 46,325	\$ 28,615	\$ 55,665	\$ 40,675	\$ 62,939	\$ 69,806	\$ 57,286	\$ 12,064	\$ 44,006

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

SEWER	Feb 2019	Feb 2020	Feb 2021
Operating Revenues	\$ 2,406,714	\$ 2,454,486	\$ 2,348,772
Operating Expenses			
WWTP operation expenses	377,762	377,462	372,433
Laboratory expenses	65,021	78,037	84,490
Maintenance expenses	444,758	416,013	407,675
Customer accounts expenses	152,685	165,065	137,294
Administrative & general expenses	417,204	416,944	438,398
Total operating expenses	1,457,431	1,453,522	1,440,289
Other Operating Expenses			
Depreciation expense	668,112	676,052	705,348
Total other operating expenses	668,112	676,052	705,348
Operating Income	281,171	324,912	203,135
Other Income (Expense)			
Interest expense	(66,510)	(52,489)	(55,859)
Capital contributions	63,390	-	134,100
Other	120,461	148,790	(128,668)
Total other income (expense)	117,341	96,301	(50,427)
Net Income	\$ 398,512	\$ 421,213	\$ 152,708

Operating Income (excluding GASB 68 & 75)	300,917	363,115	207,679
Rate of Return	1.95	2.71	1.54
Current Ratio	72.19	30.44	67.08
Months of Unrestricted Cash on Hand	21.87	12.14	20.20
Equity vs Debt	0.85	0.90	0.81
Asset Utilization	0.48	0.50	0.50

Note 1 - Sewer rates increased January 2019.

Definitions

Rate of Return - Return on investment in capital infrastructure.

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Sewer Utility
For the Period Ended Feb 28, 2021

	Last 12 Months	YTD 2021	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,348,772	\$ 341,570	\$ 399,353	\$ (57,783)
Operating Expenses				
WWTP operation expenses	372,433	59,514	63,252	(3,738)
Laboratory expenses	84,490	17,730	13,872	3,858
Maintenance expenses	407,675	54,293	90,962	(36,669)
Customer accounts expenses	137,294	22,021	26,208	(4,187)
Administrative & general expenses	438,398	70,471	72,938	(2,467)
Total operating expenses	1,440,289	224,030	267,232	(43,202)
Other Operating Expenses				
Depreciation expense	705,348	124,915	117,954	6,961
Total other operating expenses	705,348	124,915	117,954	6,961
Operating Income	203,135	(7,375)	14,167	(21,542)
Non-operating Income (Expense)				
Interest Expense	(55,859)	(17,657)	(13,748)	(3,909)
Capital contributions	134,100	-	-	-
Other	(128,668)	(1,870)	3,334	(5,204)
Total other income (expense)	(50,427)	(19,527)	(10,414)	(9,113)
Net Income	\$ 152,708	\$ (26,901)	\$ 3,753	\$ (30,654)

	Feb 2021	Jan 2021	Dec 2020	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020
SEWER													
Operating Revenues	\$ 167,546	\$ 174,024	\$ 182,929	\$ 177,162	\$ 185,810	\$ 185,610	\$ 207,307	\$ 197,710	\$ 209,481	\$ 229,858	\$ 222,270	\$ 209,064	\$ 191,422
Operating Expenses													
WWTP operation expenses	27,669	31,846	38,550	20,637	29,125	37,862	38,061	32,575	22,600	41,685	24,650	27,175	24,398
Laboratory expenses	12,516	5,214	6,175	7,825	6,568	9,748	4,405	6,091	6,590	8,964	5,222	5,172	5,227
Maintenance expenses	27,614	26,680	24,797	69,607	28,630	37,003	23,423	42,314	18,055	43,042	18,255	48,256	42,270
Customer accounts expenses	11,768	10,253	14,889	10,402	13,737	11,163	11,244	(6,593)	15,439	15,291	14,142	15,560	18,054
Administrative & general expense	32,021	38,450	60,757	31,118	40,914	35,317	30,921	41,003	24,291	34,270	30,720	38,614	29,055
Total operating expenses	111,587	112,443	145,169	139,589	118,973	131,094	108,053	115,390	86,976	143,251	92,989	134,776	119,003
Other Operating Expenses													
Depreciation expense	62,457	62,457	39,440	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110
Total other operating expenses	62,457	62,457	39,440	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110
Operating Income	(6,499)	(876)	(1,679)	(22,537)	6,726	(5,594)	39,144	22,210	62,395	26,496	69,171	14,178	12,308
Other Income (Expense)													
Interest expense	(8,828)	(8,828)	(4,939)	(4,939)	2,295	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	134,100	-	-	-	-	-	-	-	-	-	-
Other	(1,441)	(429)	(615)	3,707	(5,331)	(37,702)	3,205	1,435	7,414	10,921	14,976	7,332	19,190
Total other income (expense)	(10,269)	(9,257)	128,546	(1,233)	(3,035)	(42,076)	(1,169)	(2,939)	3,040	6,547	10,602	2,958	14,816
Net Income	\$ (16,768)	\$ (10,133)	\$ 126,866	\$ (23,769)	\$ 3,691	\$ (47,671)	\$ 37,975	\$ 19,271	\$ 65,435	\$ 33,043	\$ 79,773	\$ 17,135	\$ 27,124

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Feb 2019	Feb 2020	Feb 2021	Jan 2021	Change
Cash and investments - unrestricted	\$ 1,791,263	\$ 1,912,396	\$ 2,342,026	\$ 2,342,428	\$ (402)
Cash and investments - restricted	269,912	280,469	181,073	164,651	16,422
Receivables	834,256	881,560	841,915	902,503	(60,588)
Materials and supplies	227,471	185,471	190,645	187,253	3,392
Other assets	127,183	133,932	103,527	100,707	2,820
Plant - net of accumulated depreciation	9,172,210	9,053,103	9,130,290	9,102,458	27,832
Deferred outflows of resources	482,730	408,536	491,728	491,728	-
Total Assets	12,905,025	12,855,466	13,281,204	13,291,728	(10,524)
Accounts payable	591,104	541,352	518,313	561,961	(43,648)
Payable to sewer utility	114,365	-	-	-	-
Interest accrued	16,854	16,271	16,050	13,375	2,675
Accrued benefits	88,249	93,123	75,719	73,861	1,858
Deferred inflows of resources	714,629	734,611	831,730	831,670	61
Long-term debt	1,432,760	1,219,940	1,070,000	1,070,000	-
Net Position	9,947,065	10,250,170	10,769,392	10,740,862	28,530
Total Liabilities & Net Position	\$ 12,905,025	\$ 12,855,466	\$ 13,281,204	\$ 13,291,728	\$ (10,524)
WATER	Feb 2019	Feb 2020	Feb 2021	Jan 2021	Change
Cash and investments - unrestricted / designated	\$ 1,019,160	\$ 766,389	\$ 1,730,100	\$ 1,670,412	\$ 59,688
Cash and investments - restricted	798,621	932,588	482,989	437,508	45,482
Receivables	196,557	243,069	244,615	246,663	(2,048)
Materials and supplies	64,580	53,576	57,471	57,843	(372)
Other assets	292,090	247,362	197,200	207,532	(10,332)
Plant - net of accumulated depreciation	15,435,042	16,142,157	15,804,797	15,836,431	(31,634)
Deferred outflows of resources	243,359	204,803	245,971	245,971	-
Total Assets	18,049,407	18,589,943	18,763,142	18,702,360	60,782
Accounts payable	17,777	44,075	13,011	11,783	1,228
Interest accrued	63,564	57,932	62,928	52,439	10,489
Accrued benefits	46,840	45,303	49,104	47,721	1,383
Deferred inflows of resources	353,723	481,508	499,361	501,489	(2,129)
Long-term debt	5,403,652	5,291,021	4,715,000	4,715,000	-
Net Position	12,163,851	12,670,105	13,423,739	13,373,928	49,811
Total Liabilities & Net Position	\$ 18,049,407	\$ 18,589,943	\$ 18,763,142	\$ 18,702,360	\$ 60,782
SEWER	Feb 2019	Feb 2020	Feb 2021	Jan 2021	Change
Cash and investments - unrestricted	\$ 2,655,941	\$ 1,470,117	\$ 2,424,441	\$ 2,492,723	\$ (68,282)
Cash and investments - restricted	2,356,497	2,271,678	2,348,589	2,309,127	39,462
Receivables	187,513	203,455	197,653	200,071	(2,418)
Receivable from electric utility	113,409	-	-	-	-
Materials and supplies	9,112	8,454	7,789	7,789	-
Advances to other funds	428,440	428,440	328,440	328,440	-
Other assets	20,668	36,628	28,502	30,364	(1,861)
Plant - net of accumulated depreciation	13,759,327	15,100,641	15,865,715	15,841,564	24,151
Deferred outflows of resources	329,543	278,275	338,279	338,279	-
Total Assets	19,860,450	19,797,687	21,539,408	21,548,357	(8,949)
Accounts payable	16,142	38,299	11,555	14,463	(2,909)
Interest accrued	23,245	16,677	27,535	18,707	8,828
Accrued benefits	61,691	61,712	67,716	65,816	1,900
Deferred inflows of resources	459,328	446,263	510,810	510,810	-
Long-term debt	2,019,629	1,532,153	3,066,500	3,066,500	-
Net Position	17,280,415	17,702,583	17,855,291	17,872,060	(16,768)
Total Liabilities & Net Position	\$ 19,860,450	\$ 19,797,687	\$ 21,539,408	\$ 21,548,357	\$ (8,949)

Monthly Dashboard - Cash & Investments						February 2021	
Account	Restrictions	Feb 2021	Jan 2021	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 838,589	\$ 871,244	\$ (32,655)	-3.75%		
Checking - W	Unrestricted	1,012,557	1,042,488	(29,931)	-2.87%		
Checking - S	Unrestricted	132,521	159,383	(26,862)	-16.85%		
Reserves - E	Unrestricted	1,503,437	1,471,185	32,252	2.19%		
Reserves - W	Unrestricted	250,901	161,334	89,567	55.52%		
Reserves - S	Unrestricted	2,291,920	2,333,340	(41,420)	-1.78%		
P&I Redemption - E	Restricted	181,073	164,651	16,422	9.97%		
P&I Redemption - W	Restricted	482,989	437,508	45,482	10.40%		
P&I Redemption - S	Restricted	375,644	335,124	40,519	12.09%		
Depreciation - E	Restricted	-	-	-	#DIV/0!		
Depreciation - W	Restricted	-	-	-	#DIV/0!		
ERF - Water Plant	Designated	466,641	466,590	51	0.01%		
ERF - WWTP	Restricted	1,972,945	1,974,003	(1,057)	-0.05%		
		\$ 9,509,218	\$ 9,416,849	\$ 92,369	0.98%		
Unrestricted and Designated		\$ 6,496,566	\$ 6,505,563	\$ (8,997)	-0.14%		
	Restricted	\$ 3,012,651	\$ 2,911,286	\$ 101,366	3.48%		

Long-Term Investment by Maturity

Maturity Category	Investment Amount (Approx.)
Cash	\$1,200,000
<12 mos.	\$1,600,000
13-24 mos.	\$700,000
25-36 mos.	\$150,000
37-48 mos.	\$100,000
49-60 mos.	\$50,000
>60 mos.	\$100,000

Long-Term Investments by Type

Investment Type	Percentage
Cash/Money Markets	31%
Certificate of Deposits	27%
Mutual Funds	10%
Muni Bonds	7%
US Government	6%
Government Agencies	7%
Corporate Bonds	10%
Asset Backed Security & Other	2%



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: April 12, 2021
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On March 29th at 5:30 pm customers reported power outages on Fox Lake Rd., W. Brown St. and S. West St. After troubleshooting the line section, crew determined the pad mount transformer needed to be replaced. The crew replaced the transformer and the overcurrent protection. Power was restored at 9:00 pm. The outage affected 7 customers.

Y-306 Rerate Project

- The electric crew started work for American Transmission Company (ATC). The Y-306 transmission line loops around the City of Waupun. Waupun Utilities owns the underbuild on the transmission poles. The line rerate project ATC is working on requires Waupun Utilities to reconstruct the underbuild in some locations. This work includes installing new poles, transformers, cross-arms, services, and URD cabinets. ATC will cover all costs associated with the work required for the rerate of the line. The electric crew will work with ATC to complete the work on Y-306 throughout the summer.

Newton and Rock Avenue

- Crews will start replacing poles in conflict with the road construction project on Newton and Rock Ave. A total of 5 poles will be relocated.

Oak Lane Retention Pond

- At the request of the City of Waupun, the electric crew will relocate primary and secondary cables to accommodate the space for a new storm water retention pond. A portion of this project scope is in the terrace area along the south side of Oak Lane. This area will require directional boring equipment. Waupun Utilities will contract with Central Cable Contractors to complete the boring portion of the project.

Tanager Street

- Work will begin to install permanent electric services to the homes with temporary services on Tanager St.

General Manager Update:

Residential Customer Survey

- Beginning April 15, 2021, letters will be mailed out to a number of residential customers asking for their feedback about the quality of customer service our utility provides and the awareness of programs and services our utility offers. The survey is being conducted by Dieringer Research Group of Brookfield, WI. Letters will be mailed on utility letterhead to randomly selected customers, which will include a website link to the survey. To those customers who do not respond, they may receive a follow-up email to complete the survey. Based on the information collected from the survey, it will help us better meet local residents' needs and expectations. All responses will remain confidential.

MEUW Board of Directors

- I have been asked to represent Waupun Utilities on the MEUW Board of Directors starting June 2021. Serving on the Board of Directors for MEUW is a great opportunity for Waupun Utilities to offer support and feedback to ensure the organization responds to the changing needs of its members.

Street Construction

- Rock and Newton Ave. bids came in under budget. Construction is scheduled to start in May.
- Harris Ave. lift station bids came in under budget.

Waupun Utilities Honored with National Award

- Waupun Utilities has earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2020. The utility earned First Place award in the category for utilities with 10,485 worker-hours of annual worker exposure.

PSC Disconnection Plan

- On March 18, 2021 the Public Service Commission of Wisconsin held an open meeting. During that meeting, the commission voted to allow utilities to resume residential disconnections beginning April 15, 2021.
- Our staff is ready and able to work with customers who are experiencing hardship and have past due balances. We have been reaching out to customers in arrears each month leaving messages and offering Deferred Payment Agreement's (DPA's) for those that qualify, trying to establish payment arrangements and also letting them know of the resources out there that they can contact for assistance.
- Disconnect Notices and Friendly Reminders were generated on March 30, 2021.
 - 259 residential customers with a balance in arrears over \$150 received a disconnect notice - \$92,400.00
 - 169 residential customers with a balance below \$150 received a friendly reminder notice - \$14,370.00
- Disconnection of electric service will take place on April 21, 2021.

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: April 8, 2021
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Strand and Associates provided a training workshop to staff about risk assessments and emergency response plans. The America's Water Infrastructure Act (AWIA), requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs).

Each community water system shall assess the risks to, and resilience of, its system. Such an assessment shall include:

1. The risk to the system from malevolent acts and natural hazards;
2. The resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
3. The monitoring practices of the system;
4. The financial infrastructure of the system;
5. The use, storage, or handling of various chemicals by the system; and
6. The operation and maintenance of the system.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff attended a WDNR virtual update on NR Code 149, which encompassed changes for registered laboratories that analyze TSS, BOD, along with ammonia and total phosphorus.

Staff participated in the Annual Biosolids Symposium, which was virtual. Information was provided on current issues related to biosolids and septage management, enabling municipal officials, plant operators, contractors, and consultants to respond proactively to new challenges. The Symposium has

Wastewater Treatment Facility Continued:

a tradition of providing a forum for discussion and information exchange by assembling speakers who are recognized experts in their respective fields.

Sabel Trucking has completed spring biosolids land application. Our nutrient management plan allowed 900 cubic yards of biosolids to be applied to 40 acres of DNR approved agriculture land.

Distribution and Collection System Crew:

The majority of staff's time has been dedicated to the water department, performing new meter installs, water turn on/off's, bleeder turn offs, and considerable time locating.

When time permits, the crew continues televising sanitary sewers. This will be completed within the next two weeks.

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

RESOLUTION NO. 04-12-21-01

A RESOLUTION DECLARING AN AGREEMENT BETWEEN THE CITY OF WAUPUN AND WAUPUN UTILITIES FOR THE MANAGEMENT OF SEWER TREATMENT FACILITIES AND DEBT SERVICE OBLIGATIONS ASSOCIATED WITH THE WASTEWATER TREATMENT PLANT UPGRADE AND USDA RURAL DEVELOPMENT LOAN FINANCING REPAYMENTS

THIS RESOLUTION is made by the City of Waupun, acting by and through the Waupun Utilities, a wholly owned subsidiary of the City of Waupun.

FINDINGS AND DETERMINATIONS:

The City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City") has undertaken a sewerage system project to upgrade its wastewater treatment plant project (the "Project").

The Utilities has obtained loans and grant financing for the Project from the U.S. Department of Agriculture (USDA), Rural Development Program. The loans are in the form of tax-exempt bonds (collectively, the "Bonds") with a repayment term of forth (40) years commencing in 2020 payable through 2060.

Management of the Project facilities and the associated debt service repayments through the USDA Bonds are the sole obligation of the sewer utility through the Waupun Utility Commission. Annual debt requirements are to be made from the revenues derived from charges for services to customers of the sewerage system as designed in its most current sewerage rate analysis and as obligated in the 2020 USDA Revenue Bond Official Statement. The City of Waupun does not have any obligation to fulfill debt service requirements undertaken by the Waupun Utilities Commission through this resolution.

THEREFORE, in consideration of the above findings, IT IS RESOLVED:

Section 1. Expenditure of Funds. The Utilities shall make expenditures as needed for the Project in accordance with USDA payment and reimbursement guidelines as agreed upon in the amended USDA Letter of Conditions (“LOC”) dated July 27, 2020.

Section 2. Management of Sewer Utility Facilities. Management of the Project facilities are and shall at all times remain the sole responsibility and obligation of the sewer utility as administered through the Waupun Utility Commission. The Waupun Utilities shall at all times fully indemnify and hold the City harmless with respect to management of the Project facilities while debt service payments through USDA Bonds remain outstanding.

Section 3. Debt Payments Made Exclusively by Waupun Utilities. All debt service repayments through the USDA Bonds for the Project are and shall at all times remain the sole obligation of the sewer utility through the Waupun Utility Commission. To the extent possible, all annual debt requirements shall be made from revenues derived from charges for services to customers of the sewerage system as designed in its most current sewerage rate analysis, and in accordance with 2020 USDA Revenue Bond Resolution. The City of Waupun shall have no obligation to fulfill debt service requirements undertaken by the Waupun Utilities Commission, and the Waupun Utilities shall at all times fully indemnify and hold the City harmless with respect to all debt service payments with respect to outstanding USDA Bonds.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the City’s Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19 and shall remain available for public

inspection until the Bonds are issued.

Section 5. Effective Date. This resolution shall be effective on its adoption and approval.

Dated this _____ day of _____, 2021.

Waupun Utilities

Joel Heeringa, President

ATTEST:

Angela J. Hull, Clerk

RESOLUTION NO. 04-12-21-02

A RESOLUTION TO AWARD CONSTRUCTION CONTRACT FOR UTILITY WASTEWATER TREATMENT PLANT UPGRADE AND ADVANCED BIOLOGICAL NUTRIENT RECOVERY SYSTEM

THIS RESOLUTION is made by the City of Waupun, acting by and through the Waupun Utilities, a wholly owned subsidiary of the City of Waupun.

FINDINGS AND DETERMINATIONS:

The City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City"), acting by and through its wholly owned subsidiary, the Waupun Utilities ("the Utility"), plans to undertake sewerage system projects, including a wastewater treatment plant upgrade and Advanced Biological Nutrient Recovery System (collectively, "the Project").

The City has submitted a request for construction contract bids pursuant to the requirements of § 66.0901 of the Wisconsin Statutes.

Miron Construction Co., Inc., a Wisconsin business corporation ("Miron Construction"), has submitted the apparent low base bid of \$34,472,098.00 for the Project, together with such additional documentation as required by the Utility in its request for bid.

The bid from Miron Construction is responsive and in compliance with the Instruction to Bidders provided by the Utility in all respects, including without limitation, its qualifications, representations, security, listing of subcontractors and suppliers, basis of bid and total base bid.

The bid from Miron Construction does not add terms or conditions to its bid, nor take exception to any provision in the Bidding Documents or attempt to alter the contents

of the Contract Documents, and there are no discrepancies in the submitted Bid.

The Utility Engineer of record, Applied Technologies, Inc., has recommended acceptance of the base bid submitted by Miron Construction, subject to alternate pricing deducted from the total base bid, for a revised base contract price of \$33,926,529.00.

Applied Technologies, Inc. further recommends that once this contract has been awarded, the Utility and Miron Construction seek to value engineer the Project to achieve additional cost savings of approximately \$2,384,997.00, to be included in a Change Order between the Utility and Miron Construction, resulting in a final adjusted project cost of \$31,541,532.00.

THEREFORE, in consideration of the above findings, IT IS RESOLVED:

The City of Waupun, acting by and through the Waupun Utilities, accepts the Project bid submitted by Miron Construction in the base amount of \$34,472,098.00, and awards to the Project contract to Miron Construction, subject to the following.

This award is contingent on acceptance by Miron Construction of alternate pricing deducted from the total base bid as determined by the Utility Engineer of record, Applied Technologies, Inc., for a revised base contract price of \$33,926,529.00.

This award is further contingent on Miron Construction and the Utility executing Change Order No. 1 to the contract simultaneously with executing the Project contract, whereby the parties seek to value engineer the Project based on recommendations of Applied Technologies, Inc., in order to achieve additional cost savings of approximately \$2,384,997.00, thereby resulting in a final adjusted project cost of \$31,541,532.00.

This award is further contingent on written approval of this award and all terms of this Resolution by the USDA Senior Loan Committee within fifteen (15) days from the date of this Resolution.

This resolution shall be effective on its adoption and approval.

Dated this _____ day of _____, 2021.

Waupun Utilities

Joel Heeringa, President

ATTEST:

Angela J. Hull, Clerk