



A G E N D A
WAUPUN UTILITIES COMMISSION MEETING
817 S. Madison Street
Monday, August 11, 2025 at 4:00 PM

There is a regular commission meeting scheduled for Monday, August 11, 2025 at 4:00 p.m. at the Waupun Utilities Administrative Building, with option to join via virtual and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting

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

By Phone: 1 312 626 6799

Meeting ID: 898 1952 0743

Passcode: 061341

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. July 14, 2025

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. July 2025 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. Finance Director Report

GM REPORT / OPERATIONS REPORT

4. General Manager Report
5. Electric Operations Report
6. Treatment Facilities and Operations Wastewater Report
7. Energy Services Manager Report

APPEARANCE BY VISITORS

AGENDA

8. Discussion of General Manager Attendance at September Commission Meeting
9. Discuss Employee Performance Evaluation for Manager Position *The Commission may convene in closed session as authorized by Wisconsin Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Commission may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

ADJOURNMENT

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

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, July 14, 2025**

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

Present: Commissioners Heeringa, Homan, Kunz, Siebers and Thurmer
Absent with notice: Commissioners Daane and Mielke

Visitor present: Bruce Beth

Motion made by Kunz, seconded by Homan, and unanimously carried, to approve minutes from May 12, 2025 meeting.

Motion by Siebers, seconded by Kunz, and unanimously carried, bills for months of May and June 2025 approved as presented.

On motion by Thurmer, seconded by Siebers, and unanimously carried, year-to-date financial reports through May 2025 approved as presented by Finance Director Stanek. Electric operating income was \$260,500. Water operating income was \$252,100. Sewer operating income (loss) was (\$190,800).

General Manager Brooks updated commissioners on the mutual aid response, a facility fire incident, conference attendance, and state-level utility decisions. WU crews assisted the City of Juneau following a severe storm that caused significant damage and outages. The State of Wisconsin will permanently eliminate the sales tax on residential electricity effective October 1, 2025, extending a prior winter-only exemption. The Public Service Commission of Wisconsin (PSCW) has verbally approved Sturgeon Bay Utilities' parallel generation rate revisions, with other utilities needing to file individually if interested.

Assistant Electric Superintendent Vande Kolk reported on outages, mutual aid efforts, and current electric projects. Electric service has been energized for new construction at Kwik Trip East, Dollar General, United Coop (Soy Processing), and Eagle Flexible Packing. Vande Kolk is collaborating with ATC and contractors on distribution underbuilds to support long-term system performance and reliability.

Treatment Facilities and Operations Superintendent Schramm provided updates on the water and wastewater treatment and distribution systems. Routine preventive maintenance continues at both treatment facilities. The east and west clarifiers were inspected with no issues found, reflecting the team's commitment and diligence in equipment maintenance. Testing of the new wastewater facility generator is complete, with final wiring remaining. Crews have finished sanitary main flushing and valve exercising, now proceeding with hydrant fire flow testing. For the Rock/Newton Avenue reconstruction, all sanitary and water mainlines have been installed, sanitary laterals connected, and water main lateral connections are underway.

Treatment Facilities and Operations Superintendent Schramm presented a review of the 2024 Compliance Maintenance Report (CMAR). Plant received a 3.76 GPA. Motion by Siebers, seconded by Kunz and unanimously carried, 2024 CMAR approved as presented.

General Manager Brooks, Assistant Electric Superintendent Vande Kolk, and Bruce Beth of Forster Electrical Engineering presented the proposed 12kV substation and feeder buildout project to the commission. Waupun Utilities plans this upgrade to support growing demand, enhance system efficiency, and retire aging infrastructure for improved reliability and reduced long-term maintenance costs. The project includes construction of a new 22.5 MVA substation, 12kV feeder buildout, voltage conversion from 4kV to 12kV, SCADA and security system upgrades, and improvements to equipment storage facilities. The estimated cost is approximately \$6.7 million, to be funded through long-term debt issuance.

GM Brooks recommended that the commission approve proceeding with the preliminary plan as presented. Upon approval, a Construction Authorization application will be submitted to the Public Service Commission of Wisconsin. Next steps include finalizing land acquisition, completing site planning and layout, continuing the 12kV feeder buildout, completing the voltage conversion of existing 4kV feeders, and reconfiguring the storage yard to address material storage needs. On motion by Kunz, seconded by Homan and unanimously carried, to support and approve the new project.

Motion by Siebers, seconded by Thurmer, to adjourn in closed session under Section 19.85 (1)(c) of the WI Statutes to discuss employee performance evaluation of General Manager Position.

Motion by Siebers, seconded by Thurmer, 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 Siebers, seconded by Kunz, and unanimously carried, meeting adjourned at 6:00 p.m.

The next regular commission meeting will be held on August 11, 2025 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: July 14, 2025
SUBJECT: May 2025 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of primary extension work for customers including United Cooperative, Kwik Trip, Eagle Packaging and Dollar General. The electric utility also purchased transformers totaling \$63,724 during the month. Electric Utility crews provided Mutual Aid assistance for Juneau Utilities whose systems were affected by a tornado. Construction work began in May for Newton/Rock reconstruction projects for the Water & Sewer Utilities.

Plant additions consisted of phase two of the admin building HVAC replacement totaling \$45,580 and phase two of the admin building window replacement totaling \$27,440. Both projects were split between the three utilities.

MONTHLY OPERATING RESULTS – May 2025 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **4.2% below** budget & **0.4% higher** than May 2024 on increased sales to Large Power customers.
- YTD kWh sales were **2.7% below** budget & **1.4% higher** than May 2024 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **4.4% below** budget & **5.6% lower** than May 2024 sales on lower sales to Industrial customers.
- YTD water sales were **3.1% below** budget & **6.5% lower** than May 2024 YTD actual sales.

Sewer

- Monthly sales units of 100 cubic feet were **1.0% above** budget & **0.3% higher** than May 2024 from higher volumes to Industrial customers.
- YTD sewer sales were **2.2% below** budget & **5.0% lower** than May 2024 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$318,800 and \$335,000, respectively, due to overall lower purchased power costs from low market energy prices associated with natural gas commodities.
- Gross margin was \$16,200 **above** budget as a result of lower market energy prices.
- Operating expenses were \$6,900 **below** budget primarily due to lower distribution expenses associated with tree trimming and underground line work than budgeted.
- Operating income was \$260,500 or \$107,600 **above** budget, largely due to the lower market energy prices.

- Net income was \$350,700 or \$198,900 **above** budget primarily from lower than budgeted purchased power expenses.
- The rolling 12-month Rate of Return was 9.1%.

Water

- Operating revenues were \$18,300 **below** budget due to lower sales associated with Industrial customers.
- Operating expenses were \$10,500 **above** budget due to increased maintenance outlays at the water treatment facility.
- Operating income was \$252,100 or \$100 **below** budget.
- Net income was \$272,800 or \$47,800 **above** budget.
- The rolling 12-month Rate of Return was 3.9%.

Sewer

- Operating revenues were \$56,500 **above** budget due to the new sewer rates effective April 1, 2025.
- Operating expenses were \$126,200 **below** budget due to lower maintenance expenses at the WWTF as part of the new ABNR system optimization process.
- Operating income (loss) was (\$190,800) or \$167,700 **above** budget as a result of additional non-cash depreciation expense associated with new ABNR facilities offset by the lower ABNR operating costs.
- Net income (loss) was \$233,800 or \$703,300 **above** budget largely due to additional non-cash depreciation expense associated with new ABNR facilities and \$483,900 in grant revenues received during the year. Without the grant revenues, the net loss would have been (\$250,100) or \$219,400 **above** budget.
- The rolling 12-month Rate of Return was (0.6%).

Balance Sheets

Electric

- Balance sheet **increased** \$106,600 from April 2025 due to an increase in receivables from higher sales during the month.
- Unrestricted cash **decreased** \$138,200 from routine operations.
- Net position **increased** \$83,300.

Water

- Balance sheet **increased** \$70,500 from April 2025 from routine operations.
- Unrestricted cash **increased** \$37,600.
- Net position **increased** \$52,800.

Sewer

- Balance sheet **decreased** \$556,500 from April 2025 due to an annual principal and interest payment on the USDA loan in the amount of \$748,149. The principal portion was \$595,900 and the interest portion was \$152,249.
- Unrestricted cash **increased** \$41,500 from lower maintenance outlays than budgeted and the rate increase effective May 1st for April billings.
- Long-term debt **decreased** \$595,900 from the aforementioned annual debt payment above.
- Net position **decreased** \$51,800.

Cash and Investments

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments **decreased** \$663,900 or **5.0%** from April 2025 primarily from the sewer principal and interest debt payment.
- Received interest and distributions of \$16,900 and recorded unrealized market adjustments of <\$19,600> along with (\$800) in management fees, resulting in a net portfolio **loss** of \$3,500 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$34,500 and \$186,700 year-to-date.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

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

Total Project Budget <i>(As of 4/14/2024):</i>	\$ 37,508,000
Total Project Costs to Date <i>(Thru 7/10/2025):</i>	\$ 36,437,662
Loan Draws – Project to Date <i>(Thru 7/10/2025):</i>	\$ 27,807,000
Grants Provided <i>(Thru 7/10/2025):</i>	\$ 8,506,566
Disburse Request #38 Requested <i>(4/9/2025):</i>	\$ 483,848
Disburse Request #38 – Paid <i>(4/21/2025):</i>	\$ 483,850

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

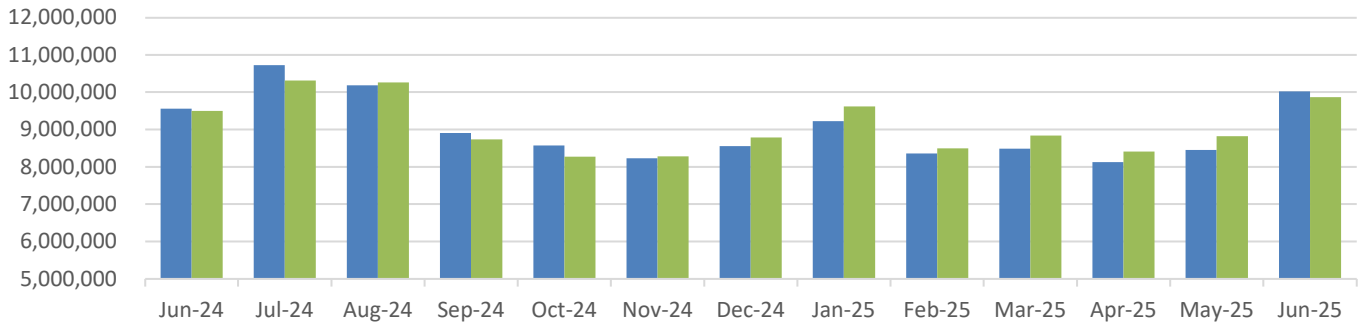
Waupun Utilities											
Construction and Plant Additions Summary											
June 2025											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Substation upgrades	\$ -	\$ -	\$ 16,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,500
Transformers	-	78,292	75,000	-	-	-	-	-	-	78,292	75,000
Overhead and Underground Services	627	11,061	10,000	-	-	-	-	-	-	11,061	10,000
LED street lighting	11	1,336	10,000	-	-	-	-	-	-	1,336	10,000
Voltage conversion	-	-	100,000	-	-	-	-	-	-	-	100,000
Rebuild overhead and underground line	116	298	185,000	-	-	-	-	-	-	298	185,000
Work Invoiced to Customer / Others - CIAC	46,278	88,362	-	-	-	-	-	-	-	88,362	-
Meters / Meter Modules / Gatekeepers	225	6,018	22,500	-	-	-	412	5,485	8,000	11,503	30,500
Sewer CIPP & manhole lining	-	-	-	-	-	40,000	-	-	-	-	40,000
Rock & Newtown Street Reconstruction - Phase 2	-	-	-	216,482	218,592	427,253	10,313	11,433	437,123	230,025	864,376
Juneau Mutual Aid	1,020	18,482	-	-	-	-	-	-	-	18,482	-
Miscellaneous Work Orders	82	2,308	-	-	-	-	-	-	-	2,308	-
TOTAL CONSTRUCTION	\$ 48,358	\$ 206,156	\$ 419,000	\$ 216,482	\$ 218,592	\$ 467,253	\$ 10,724	\$ 16,918	\$ 445,123	\$ 441,666	\$ 1,331,376
CARRYOVER PROJECTS:											
United Co-op primary extention	\$ 18,088	\$ 50,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,963	\$ -
OH & URD Re-Build Projects	5,586	137,481	-	-	-	-	-	-	-	137,481	-
Wilson Street Substation	1,123	79,234	-	-	-	-	-	-	-	79,234	-
WWTF Phosphorus Upgrade Engineering	-	-	-	-	3,862,133	3,804,000	-	-	-	3,862,133	3,804,000
WWTF Construction Upgrade - ABNR	-	-	-	1,111,824	33,685,243	33,704,000	-	-	-	33,685,243	33,704,000
TOTAL CARRYOVER CONSTRUCTION	\$ 24,797	\$ 267,678	\$ -	\$ 1,111,824	\$ 37,547,376	\$ 37,508,000	\$ -	\$ -	\$ -	\$ 37,815,054	\$ 37,508,000
PLANT ADDITIONS:	Electric			Sewer			Water			Total	
Description	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Large Bucket Truck - 60 foot	\$ -	\$ -	\$ 331,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 331,600
Admin Building Structures & Equipment	-	29,208	30,800	-	21,906	23,100	-	21,906	23,100	73,020	77,000
WWTF BioTower Pumps & Valve Replacements	-	-	-	35,429	35,429	-	-	-	-	35,429	-
Other equipment replacement	5,925	5,925	10,000	-	3,319	-	-	-	-	9,244	10,000
TOTAL PLANT ADDITIONS	\$ 5,925	\$ 35,133	\$ 372,400	\$ 35,429	\$ 60,654	\$ 23,100	\$ -	\$ 21,906	\$ 23,100	\$ 117,693	\$ 418,600

Sales and Revenues Dashboard - June 2025

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	10,021,013	↑ 1.5%	↓ -2.6%	Power Costs	\$ 860,133	↑ 6.7%	↓ -6.5%
Revenues	\$ 1,081,308	↑ 7.0%	↓ -4.5%	Gross Margin	\$ 221,175	↑ 8.2%	↑ 2.7%

kWhs Sold

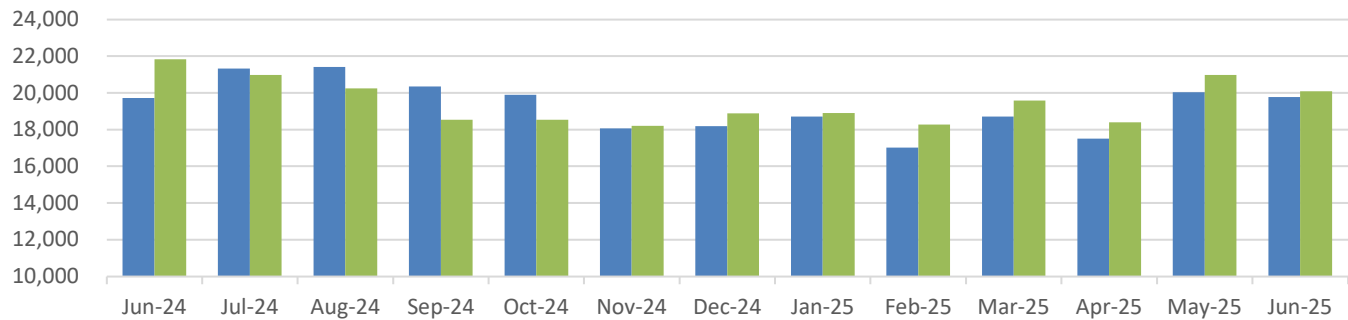
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	19,764	↓ -1.6%	↓ -3.8%	Revenues	\$ 152,807	↓ -0.5%	↓ -2.0%

Water Cubic Feet (100's) Sold

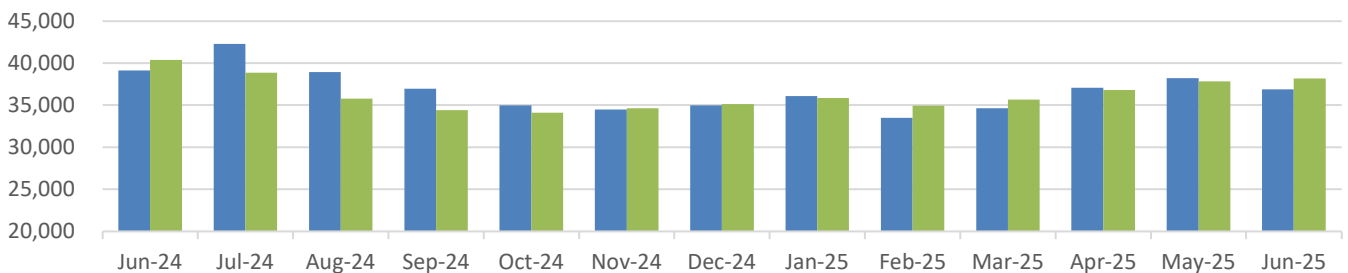
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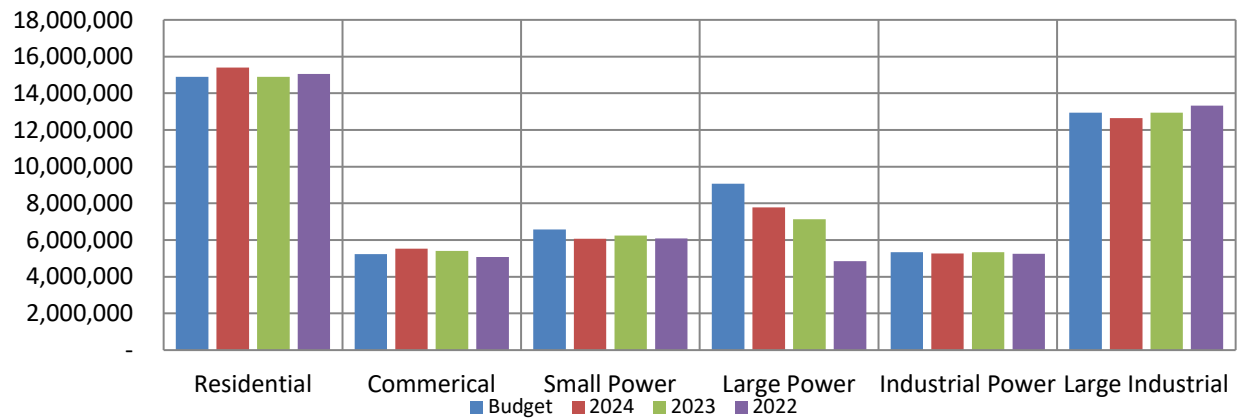
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	36,874	↓ -3.4%	↓ -1.3%	Revenues	\$ 305,730	↑ 24.8%	↑ 9.8%

Sewer Cubic Feet (100's) Treated

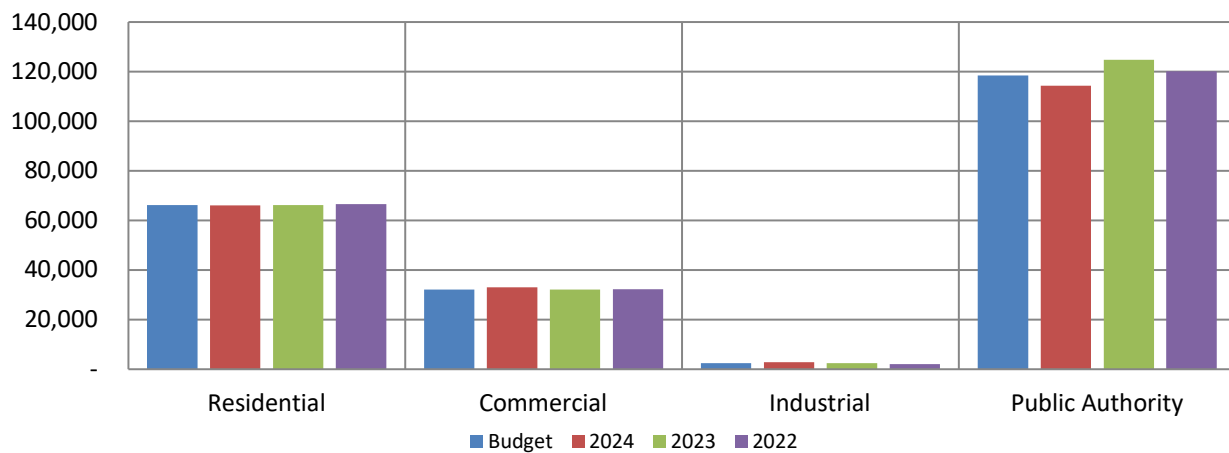
■ Actual ■ Budgeted



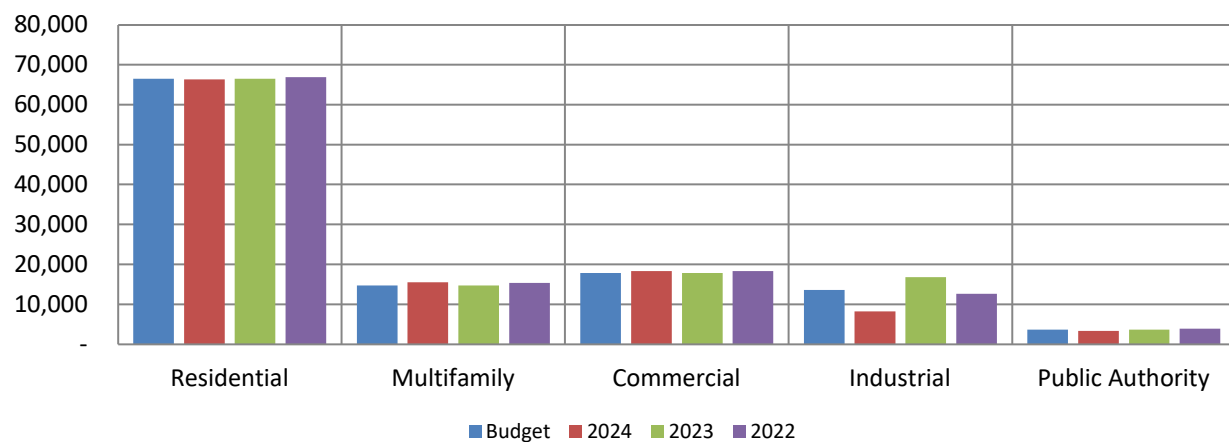
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	June 2023	June 2024	June 2025
Sales of Electricity	\$ 10,919,089	\$ 10,530,463	\$ 11,059,505
Purchased Power	8,827,976	8,338,871	8,514,609
Gross Margin	2,091,113	2,191,592	2,544,896
	19.2%	20.8%	23.0%
Other Operating Revenues	118,763	141,069	128,210
Operating Expenses			
Distribution expense	287,739	330,600	392,892
Customer accounts expense	119,498	130,991	142,293
Advertising expense	770	(814)	(290)
Administrative & general expense	390,629	492,190	513,334
Total operating expenses	798,635	952,967	1,048,230
Other Operating Expenses			
Depreciation expense	637,614	664,302	670,298
Taxes	281,360	315,785	301,505
Total other operating expenses	918,974	980,087	971,803
Operating Income	492,267	399,607	653,074
Other Income (Expense)			
Capital contributions	142,416	684,915	254,845
Interest expense	(20,455)	(15,463)	(8,187)
Amortization of debt-related costs	(6,495)	(6,291)	(6,073)
Other	57,423	169,915	205,740
Total other income (expense)	172,889	833,077	446,325
Net Income	\$ 665,156	\$ 1,232,684	\$ 1,099,399

Regulatory Operating Income	504,503	490,893	770,897
Rate of Return	6.08	5.92	9.37
Authorized Rate of Return	5.00	5.00	6.30
Current Ratio	5.3	6.5	6.2
Months of Unrestricted Cash on Hand	3.9	5.3	6.0
Equity vs Debt	0.95	0.97	0.99
Asset Utilization	0.56	0.58	0.59
Combined E&W Debt Coverage	4.29	4.22	4.41
Minimum Required Coverage	1.25	1.25	1.25

Note 1 - Electric rates increased April 2024.

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 June, 30 2025

	Last 12 Months	YTD 2025	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 11,059,505	\$ 5,302,241	\$ 5,550,388	\$ (248,147)
Purchased Power	8,514,609	4,040,062	4,321,099	(281,037)
Gross Margin	2,544,896	1,262,179	1,229,289	32,890
	23.0%	23.8%	22.1%	
Other Operating Revenues	128,210	133,420	54,936	78,484
Operating Expenses				
Distribution expense	392,892	239,511	257,366	(17,855)
Customer accounts expense	142,293	65,200	62,064	3,136
Advertising expense	(290)	371	552	(181)
Administrative & general expense	513,334	264,171	269,880	(5,709)
Total operating expenses	1,048,230	569,252	589,862	(20,610)
Other Operating Expenses				
Depreciation expense	670,298	332,498	332,496	2
Taxes	301,505	151,628	160,956	(9,328)
Total other operating expenses	971,803	484,126	493,452	(9,326)
Operating Income	653,074	342,222	200,911	141,311
Other Income (Expense)				
Capital contributions	254,845	9,360	-	9,360
Interest expense	(8,187)	(3,387)	(3,390)	3
Amortization of debt-related costs	(6,073)	(2,977)	(2,982)	5
Other	205,740	110,569	(45,002)	155,571
Total other income (expense)	446,325	113,565	(51,374)	164,939
Net Income	\$ 1,099,399	\$ 455,786	\$ 149,537	\$ 306,249

	June 2025	May 2025	April 2025	March 2025	Feb 2025	Jan 2025	Dec 2024	Nov 2024	Oct 2024	Sept 2024	Aug 2024	July 2024	June 2024
Operating Revenues	\$ 1,081,308	\$ 891,003	\$ 805,837	\$ 835,491	\$ 850,709	\$ 837,894	\$ 828,506	\$ 818,767	\$ 799,700	\$ 983,725	\$ 1,188,929	\$ 1,137,636	\$ 1,001,488
Purchased Power	860,133	689,211	599,731	632,223	638,927	619,837	613,514	613,656	597,811	776,558	963,018	909,989	788,592
Gross Margin	221,175	201,792	206,106	203,268	211,782	218,057	214,992	205,112	201,889	207,166	225,912	227,647	212,896
	20.5%	22.6%	25.6%	24.3%	24.9%	26.0%	25.9%	25.1%	25.2%	21.1%	19.0%	20.0%	21.3%
Other Operating Revenues	9,842	10,420	10,453	9,618	9,019	84,068	(57,900)	9,070	10,631	10,386	12,366	10,238	9,909
Operating Expenses													
Distribution expense	25,609	35,865	31,900	66,023	49,442	30,673	(20,933)	45,293	27,995	23,769	43,106	34,152	30,580
Customer accounts expense	11,033	11,993	9,538	13,778	10,105	8,752	18,010	11,655	12,000	11,328	12,984	11,116	11,140
Advertising expense	(2,763)	663	450	1,004	766	250	(5,855)	1,942	2,739	1,936	(1,471)	48	250
Administrative & general expense	35,793	36,223	37,982	48,638	55,683	49,852	92,553	29,458	25,876	25,160	33,433	42,683	28,323
Total operating expenses	69,672	84,744	79,869	129,444	115,997	89,526	83,775	88,349	68,610	62,193	88,052	87,999	70,293
Other Operating Expenses													
Depreciation expense	55,416	55,416	55,416	55,416	55,416	55,416	63,396	54,881	54,881	54,881	54,881	54,881	54,881
Taxes	24,236	24,257	27,114	26,641	24,600	24,780	(4,171)	26,805	47,132	25,925	27,810	26,376	26,124
Total other operating expenses	79,652	79,674	82,530	82,058	80,016	80,196	59,225	81,685	102,013	80,806	82,691	81,256	81,004
Operating Income	81,693	47,794	54,160	1,384	24,788	132,403	14,091	44,147	41,897	74,554	67,535	68,629	71,507
Other Income (Expense)													
Capital contributions	-	9,360	-	-	-	-	48,938	753	-	-	-	195,793	11,379
Interest expense	(565)	(565)	(565)	(565)	(565)	(565)	1,075	(1,175)	(1,175)	(1,175)	(1,175)	(1,175)	(1,175)
Amortization of debt-related costs	(496)	(496)	(496)	(496)	(496)	(496)	(516)	(516)	(516)	(516)	(516)	(516)	(516)
Other	24,460	27,210	13,537	14,593	15,196	15,572	(2,062)	16,426	10,709	16,846	32,207	21,044	15,516
Total other income (expense)	23,400	35,509	12,476	13,533	14,136	14,512	47,436	15,489	9,018	15,155	30,517	215,146	25,204
Net Income	\$ 105,092	\$ 83,304	\$ 66,636	\$ 14,917	\$ 38,924	\$ 146,914	\$ 61,527	\$ 59,636	\$ 50,915	\$ 89,708	\$ 98,051	\$ 283,775	\$ 96,711

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

WATER	June 2023	June 2024	June 2025
Operating Revenues	\$ 2,686,880	\$ 2,716,457	\$ 2,681,539
Operating Expenses			
Source of supply expenses	32,910	3,961	2,877
Pumping expenses	92,761	79,923	94,794
Water treatment expenses	187,243	315,077	395,983
Transmission & distribution expenses	261,545	230,911	227,294
Customer accounts expenses	108,734	114,581	121,483
Administrative & general expense	341,309	372,290	374,261
Total operating expenses	1,024,502	1,116,742	1,216,691
Other Operating Expenses			
Depreciation expense	568,618	612,825	600,708
Taxes	335,971	335,392	329,629
Total other operating expenses	904,589	948,216	930,337
Operating Income	757,789	651,499	534,512
Other Income (Expense)			
Capital contributions from customers and municipal	-	1,189,564	10,900
Interest expense	(97,180)	(79,688)	(71,063)
Amortization of debt-related costs	(15,837)	(14,696)	(13,508)
Other	54,536	152,878	136,136
Total other income (expense)	(58,481)	1,248,059	62,465
Net Income	\$ 699,308	\$ 1,899,557	\$ 596,976
Regulatory Operating Income	798,419	740,102	541,329
Rate of Return	5.79	5.39	3.97
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	57.09	38.37	50.18
Months of Unrestricted Cash on Hand	20.49	25.23	29.02
Equity vs Debt	0.79	0.83	0.85
Asset Utilization	0.40	0.41	0.44

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 June 30, 2025

	Last 12 Months	YTD 2025	YTD Budget	Difference
WATER				
Operating Revenues	\$ 2,681,539	\$ 1,324,415	\$ 1,342,724	\$ (18,309)
Operating Expenses				
Source of supply expenses	2,877	679	600	79
Pumping expenses	94,794	44,423	44,286	137
Water treatment expenses	395,983	163,031	115,374	47,657
Transmission & distribution expenses	227,294	93,400	123,127	(29,727)
Customer accounts expenses	121,483	57,439	63,498	(6,059)
Administrative & general expense	374,261	197,908	209,528	(11,620)
Total operating expenses	1,216,691	556,879	556,413	466
Other Operating Expenses				
Depreciation expense	600,708	281,337	299,340	(18,003)
Taxes	329,629	169,001	185,466	(16,465)
Total other operating expenses	930,337	450,338	484,806	(34,468)
Operating Income	534,512	317,197	301,505	15,692
Other Income (Expense)				
Capital contributions	10,900	-	-	-
Interest expense	(71,063)	(31,194)	(31,194)	(0)
Amortization of debt-related costs	(13,508)	(6,446)	(6,450)	4
Other	136,136	67,651	4,998	62,653
Total other income (expense)	62,465	30,010	(32,646)	62,656
Net Income	\$ 596,976	\$ 347,207	\$ 268,859	\$ 78,348

	June 2025	May 2025	April 2025	March 2025	Feb 2025	Jan 2025	Dec 2024	Nov 2024	Oct 2024	Sept 2024	Aug 2024	July 2024	June 2024
WATER													
Operating Revenues	\$ 227,864	\$ 227,983	\$ 215,555	\$ 219,715	\$ 212,031	\$ 221,267	\$ 217,877	\$ 217,863	\$ 226,201	\$ 228,451	\$ 232,863	\$ 233,869	\$ 225,576
Operating Expenses													
Source of supply expenses	348	-	331	-	-	-	1,740	-	-	77	-	381	2,735
Pumping expenses	8,059	7,348	6,230	7,570	7,698	7,518	7,949	6,921	6,622	8,350	12,139	8,389	7,042
Water treatment expenses	28,358	28,318	27,476	33,583	24,823	20,473	17,890	22,627	19,191	46,506	112,077	14,661	20,109
Transmission & distribution expenses	16,216	24,449	9,162	14,975	15,233	13,365	26,521	16,136	23,437	25,634	24,637	17,528	20,348
Customer accounts expenses	9,497	8,857	8,548	13,453	9,030	8,055	11,131	10,396	10,558	10,075	11,910	9,975	9,816
Administrative & general expense	25,226	29,362	24,765	37,743	41,959	38,853	15,285	39,113	26,937	26,167	27,742	41,109	27,745
Total operating expenses	87,703	98,334	76,512	107,324	98,742	88,264	80,516	95,193	86,745	116,810	188,505	92,043	87,794
Other Operating Expenses													
Depreciation expense	46,890	46,890	46,890	46,890	46,890	46,890	90,206	45,833	45,833	45,833	45,833	45,833	45,833
Taxes	28,188	28,074	27,770	29,131	27,934	27,904	10,852	29,568	29,979	29,772	30,969	29,487	29,334
Total operating expenses	75,077	74,964	74,659	76,020	74,824	74,794	101,058	75,401	75,812	75,605	76,802	75,320	75,167
Operating Income	65,084	54,686	64,384	36,370	38,465	58,209	36,302	47,270	63,644	36,037	(32,444)	66,506	62,616
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	10,900	-	-	-	-	-	-
Interest expense	(5,199)	(5,199)	(5,199)	(5,199)	(5,199)	(5,199)	(6,037)	(6,766)	(6,766)	(6,766)	(6,766)	(6,766)	(6,766)
Amortization of debt-related costs	(1,074)	(1,074)	(1,074)	(1,074)	(1,074)	(1,074)	(1,177)	(1,177)	(1,177)	(1,177)	(1,177)	(1,177)	(1,177)
Other	15,571	4,418	10,712	11,696	12,513	12,741	3,411	13,255	8,294	13,508	14,835	15,182	18,425
Total other income (expense)	9,298	(1,855)	4,438	5,423	6,239	6,467	7,096	5,312	351	5,565	6,891	7,239	10,482
Net Income	\$ 74,381	\$ 52,830	\$ 68,822	\$ 41,793	\$ 44,704	\$ 64,677	\$ 43,398	\$ 52,582	\$ 63,996	\$ 41,602	\$ (25,552)	\$ 73,744	\$ 73,097

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

SEWER	June 2023	June 2024	June 2025
Operating Revenues	\$ 3,107,861	\$ 3,402,393	\$ 3,264,220
Operating Expenses			
WWTP operation expenses	548,609	712,263	492,161
Laboratory expenses	78,785	108,509	112,444
Maintenance expenses	506,162	474,870	568,508
Customer accounts expenses	143,164	151,591	151,629
Administrative & general expenses	454,860	532,561	498,525
Total operating expenses	1,731,579	1,979,794	1,823,266
Other Operating Expenses			
Depreciation expense	709,851	863,043	1,430,063
Total other operating expenses	709,851	863,043	1,430,063
Operating Income	666,431	559,556	10,891
Other Income (Expense)			
Interest expense	(306,374)	(310,522)	(305,978)
Capital contributions	5,477,200	2,319,665	1,533,471
Other	70,967	164,979	167,084
Total other income (expense)	5,241,793	2,174,123	1,394,577
Net Income (loss)	\$ 5,908,224	\$ 2,733,679	\$ 1,405,468

Operating Income (excluding GASB 68 & 75)	634,812	585,489	(57,304)
Rate of Return	3.86	4.30	(0.43)
Current Ratio	16.95	13.85	16.12
Months of Unrestricted Cash on Hand	6.51	7.63	8.68
Equity vs Debt	0.43	0.46	0.48
Asset Utilization	0.52	0.53	0.56
Debt Coverage	1.15	1.75	1.79
Minimum Required Coverage	1.20	1.20	1.20

Note 1 - Sewer rates increased April 2023.

Definitions

Rate of Return - Return on investment in capital infrastructure.

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

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Sewer Utility
For the Period Ended June 30, 2025

	Last 12 Months	YTD 2025	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 3,264,220	\$ 1,706,429	\$ 1,602,595	\$ 103,834
Operating Expenses				
WWTP operation expenses	492,161	322,489	427,419	(104,931)
Laboratory expenses	112,444	52,916	62,856	(9,940)
Maintenance expenses	568,508	240,708	284,988	(44,280)
Customer accounts expenses	151,629	73,521	81,378	(7,857)
Administrative & general expenses	498,525	291,283	296,912	(5,629)
Total operating expenses	1,823,266	980,916	1,153,553	(172,637)
Other Operating Expenses				
Depreciation expense	1,430,063	894,729	876,732	17,997
Total other operating expenses	1,430,063	894,729	876,732	17,997
Operating Income (Loss)	10,891	(169,217)	(427,690)	258,473
Non-operating Income (Expense)				
Interest Expense	(305,978)	(153,165)	(153,168)	3
Capital contributions	1,533,471	1,033,775	-	1,033,775
Other	167,084	86,919	19,998	66,921
Total other income (expense)	1,394,577	967,529	(133,170)	1,100,699
Net Income (Loss)	\$ 1,405,468	\$ 798,312	\$ (560,860)	\$ 1,359,172

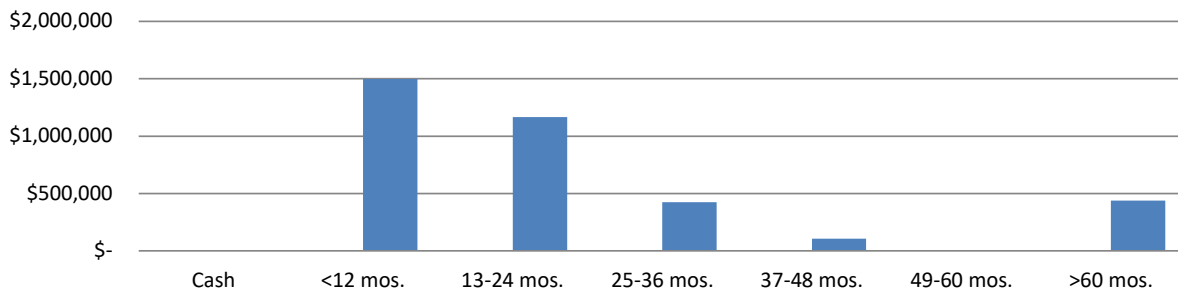
	June 2025	May 2025	April 2025	March 2025	Feb 2025	Jan 2025	Dec 2024	Nov 2024	Oct 2024	Sept 2024	Aug 2024	July 2024	June 2024
SEWER													
Operating Revenues	\$ 316,442	\$ 334,044	\$ 323,568	\$ 243,888	\$ 239,641	\$ 248,846	\$ 242,979	\$ 243,823	\$ 253,280	\$ 263,246	\$ 266,905	\$ 287,558	\$ 276,569
Operating Expenses													
WWTP operation expenses	48,337	71,176	50,926	37,110	43,361	71,579	63,861	35,979	60,287	(110,285)	54,281	65,550	58,650
Laboratory expenses	6,392	11,325	7,418	7,117	10,182	10,482	8,697	7,581	8,740	10,032	13,324	11,155	9,356
Maintenance expenses	36,503	68,149	19,295	39,677	33,080	44,004	92,535	44,509	34,482	70,399	48,038	37,837	68,178
Customer accounts expenses	12,496	11,724	11,340	15,456	12,111	10,395	11,786	13,002	13,312	12,782	14,762	12,464	12,700
Administrative & general expense	42,053	51,891	35,634	52,380	46,931	62,394	(19,079)	32,693	36,502	48,489	55,859	52,777	40,111
Total operating expenses	145,783	214,265	124,613	151,739	145,664	198,853	157,799	133,764	153,323	31,417	186,264	179,783	188,994
Other Operating Expenses													
Depreciation expense	149,122	149,122	149,122	149,122	149,122	149,122	111,612	84,744	84,744	84,744	84,744	84,744	84,744
Total other operating expenses	149,122	149,122	149,122	149,122	149,122	149,122	111,612	84,744	84,744	84,744	84,744	84,744	84,744
Operating Income (Loss)	21,538	(29,342)	49,833	(56,972)	(55,145)	(99,129)	(26,432)	25,315	15,213	147,084	(4,104)	23,031	2,830
Other Income (Expense)													
Interest expense	(25,528)	(25,528)	(25,528)	(25,528)	(25,528)	(25,528)	(24,531)	(25,656)	(25,656)	(25,656)	(25,656)	(25,656)	(25,656)
Capital contributions	549,925	-	483,850	-	-	-	6,850	206,096	-	209,250	-	77,500	-
Other	18,568	3,091	11,891	19,952	17,307	16,110	10,847	16,880	(1,507)	16,003	18,475	19,467	27,410
Total other income (expense)	542,966	(22,436)	470,213	(5,575)	(8,220)	(9,418)	(6,833)	197,319	(27,164)	199,597	(7,182)	71,311	1,754
Net Income (Loss)	\$ 564,504	\$ (51,779)	\$ 520,046	\$ (62,548)	\$ (63,365)	\$ (108,546)	\$ (33,266)	\$ 222,634	\$ (11,950)	\$ 346,681	\$ (11,285)	\$ 94,342	\$ 4,584

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

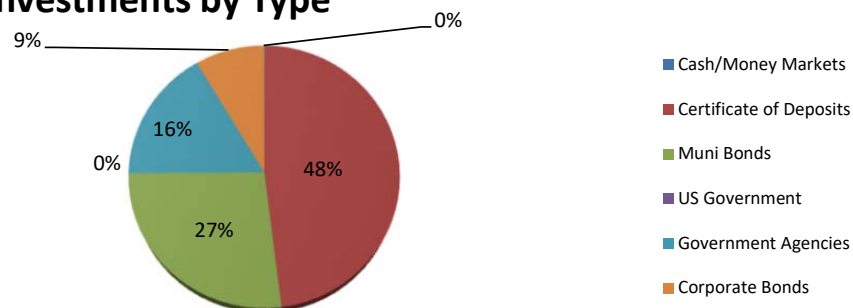
ELECTRIC	June 2023	June 2024	June 2025	May 2025	Change
Cash and investments - unrestricted	\$ 3,188,060	\$ 4,248,648	\$ 4,892,127	\$ 4,753,764	\$ 138,363
Cash and investments - restricted	107,626	109,564	113,268	96,112	17,156
Receivables	1,077,551	1,153,758	1,244,190	1,101,071	143,119
Materials and supplies	463,226	433,034	459,221	465,769	(6,548)
Other assets	112,153	105,703	100,427	92,462	7,965
Plant - net of accumulated depreciation	8,988,072	9,500,584	9,746,582	9,724,497	22,085
Deferred outflows of resources	1,004,815	803,475	559,453	559,453	-
Total Assets	14,941,503	16,354,766	17,115,267	16,793,128	322,140
Accounts payable	800,097	827,428	982,495	779,325	203,170
Payable to sewer utility	-	-	-	-	-
Interest accrued	6,038	4,700	1,487	923	565
Accrued benefits	74,597	85,657	92,931	93,981	(1,050)
Deferred inflows of resources	1,257,185	1,580,710	1,268,256	1,253,893	14,363
Long-term debt	560,000	380,000	195,000	195,000	-
Net Position	12,243,587	13,476,271	14,575,098	14,470,006	105,092
Total Liabilities & Net Position	\$ 14,941,503	\$ 16,354,766	\$ 17,115,267	\$ 16,793,128	\$ 322,140
WATER	June 2023	June 2024	June 2025	May 2025	Change
Cash and investments - unrestricted / designated	\$ 2,323,132	\$ 3,053,455	\$ 3,739,294	\$ 3,626,368	\$ 112,926
Cash and investments - restricted	343,216	349,839	358,657	311,773	46,885
Receivables	258,812	254,172	249,627	251,917	(2,290)
Materials and supplies	72,368	81,653	109,436	109,656	(220)
Other assets	95,641	65,290	48,893	54,427	(5,534)
Plant - net of accumulated depreciation	15,739,469	16,523,105	15,894,053	15,928,320	(34,267)
Deferred outflows of resources	577,351	451,080	328,826	328,826	-
Total Assets	19,409,989	20,778,594	20,728,787	20,611,287	117,500
Accounts payable	14,770	64,179	60,680	23,419	37,261
Interest accrued	30,458	22,023	18,816	13,617	5,199
Accrued benefits	59,390	56,075	62,093	60,318	1,775
Deferred inflows of resources	755,749	647,138	471,042	472,159	(1,117)
Long-term debt	3,430,000	2,970,000	2,500,000	2,500,000	-
Net Position	15,119,622	17,019,179	17,616,156	17,541,774	74,381
Total Liabilities & Net Position	\$ 19,409,989	\$ 20,778,594	\$ 20,728,787	\$ 20,611,287	\$ 117,500
SEWER	June 2023	June 2024	June 2025	May 2025	Change
Cash and investments - unrestricted	\$ 939,683	\$ 1,258,963	\$ 1,318,257	\$ 1,462,267	\$ (144,010)
Cash and investments - restricted	2,136,493	2,328,142	2,539,757	2,439,796	99,961
Receivables	309,502	300,368	336,823	356,161	(19,338)
Receivable from electric utility	-	-	-	-	-
Materials and supplies	8,754	8,597	8,707	8,750	(43)
Advances to other funds	0	-	-	-	-
Other assets	36,618	61,202	51,567	54,268	(2,701)
Plant - net of accumulated depreciation	47,497,318	49,177,191	49,619,975	49,152,960	467,015
Deferred outflows of resources	797,752	729,543	501,909	501,909	-
Total Assets	51,726,121	53,864,006	54,376,995	53,976,111	400,884
Accounts payable	22,769	62,388	50,979	242,835	(191,855)
Interest accrued	50,918	50,187	51,666	26,138	25,528
Accrued benefits	86,554	84,999	94,180	91,472	2,708
Deferred inflows of resources	897,217	853,190	557,361	557,361	-
Long-term debt	27,122,500	26,533,400	25,937,500	25,937,500	-
Net Position	23,546,162	26,279,842	27,685,309	27,120,806	564,504
Total Liabilities & Net Position	\$ 51,726,121	\$ 53,864,006	\$ 54,376,995	\$ 53,976,111	\$ 400,884

Monthly Dashboard - Cash & Investments						June 2025	
Account	Restrictions	June 2025	May 2025	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 1,150,444	\$ 1,013,144	\$ 137,300	13.55%		
Checking - W	Unrestricted	1,028,668	884,429	144,239	16.31%		
Checking - S	Unrestricted	435,639	492,269	(56,630)	-11.50%		
Reserves - E	Unrestricted	3,741,683	3,740,621	1,063	0.03%		
Reserves - W	Unrestricted	2,238,342	2,271,360	(33,018)	-1.45%		
Reserves - S	Unrestricted	882,618	969,998	(87,380)	-9.01%		
P&I Redemption - E	Restricted	67,359	50,498	16,861	33.39%		
P&I Redemption - W	Restricted	182,780	137,028	45,752	33.39%		
P&I Redemption - S	Restricted	152,863	79,178	73,685	93.06%		
Bond Reserve - S	Restricted	440,434	430,146	10,288	2.39%		
Construction - S	Restricted	4,095	47	4,048	8629.61%		
Depreciation - E	Restricted	45,910	45,614	296	0.65%		
Depreciation - W	Restricted	175,877	174,744	1,133	0.65%		
ERF - Water Plant	Designated	472,284	470,579	1,704	0.36%		
ERF - WWTP	Restricted	1,942,365	1,930,425	11,940	0.62%		
		<u>\$ 12,961,361</u>	<u>\$ 12,690,080</u>	<u>\$ 271,281</u>	<u>2.14%</u>		
Unrestricted and Designated		<u>\$ 9,949,678</u>	<u>\$ 9,842,399</u>	<u>\$ 107,279</u>	<u>1.09%</u>		
	Restricted	<u>\$ 3,011,683</u>	<u>\$ 2,847,681</u>	<u>\$ 164,002</u>	<u>5.76%</u>		

Long-Term Investment by Maturity



Long-Term Investments by Type





TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: August 11, 2025
SUBJECT: General Manager Report

Key Account Meeting

Waupun Utilities staff engaged in a collaborative meeting with the leadership team at National Rivet to explore key topics related to their energy needs. The discussion focused on current energy usage patterns, opportunities for efficiency grants, and strategies to enhance both reliability and affordability. Additionally, staff highlighted the long-term value and benefits of public power, emphasizing its role in supporting local industry through stable rates, responsive service, and community-focused energy solutions.

2026 Budget Prep

WU staff continues to make steady progress on the annual budget process. Departments are actively submitting their capital budget requests for the upcoming fiscal year, outlining anticipated infrastructure investments, equipment upgrades, and other critical needs. These submissions are being reviewed and evaluated to ensure alignment with organizational priorities, long-term planning goals, and available funding.

Wastewater Treatment Facility Open House – Featuring ABNR Upgrade

We are pleased to invite the community to an Open House at the Waupun Utilities Wastewater Treatment Facility on August 27, 2025, from 1:00–4:00 p.m., to showcase our recent Advanced Biological Nutrient Removal (ABNR) upgrade. This event offers a unique opportunity for residents to learn firsthand about the innovative technologies we are implementing to enhance water quality, protect local ecosystems, and deliver sustainable wastewater solutions for our city.

Community Outreach

As part of our ongoing community engagement efforts, team members from both the Waupun Utilities treatment facilities and office collaborated with the Waupun Parks Department to host an educational outreach activity focused on water purification. The event provided an interactive, hands-on learning experience where participants built their own mini water filtration systems using materials like sand and gravel. Guided by staff, they learned how water is cleaned using granular media, gaining insight into the importance of water treatment in our community. The activity not only emphasized the value of clean water, but also highlighted the role of engineering and environmental science in everyday life.

Staff Training

A WU employee participated in the first session of a three-part leadership training series focused on core leadership competencies essential for success in a municipal utility environment. Designed for new, emerging, and experienced leaders, the training emphasized practical skills, peer learning, and networking opportunities. Participants gained tools and strategies they can apply immediately in their roles.

MEUW District Dinner

MEUW is once again hosting its series of District Dinners this fall, offering local utility leaders the chance to connect, share ideas, and discuss issues shaping the future of public power in Wisconsin. We invite you to join us for our District Dinner on Tuesday, September 23, in Hartford. The evening will begin with a social at 6:00 p.m., followed by dinner at 6:30 p.m. and a brief program afterward. Please let me know if you are interested in attending.

This concludes my report for August 2025. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Owen Vande Kolk, Assistant Electric Operations Supervisor
DATE: August 11, 2025
SUBJECT: Electric Operations Report

Electric Department Update:

Call-Ins

- On July 26th, at approximately 10:30 AM, the lineman on call responded to an outage reported in the county park. Some of the campground areas were without power. The outage was caused by an underground primary cable fault. The lineman on call requested another lineman; together they were able to locate and repair the faulted cable. Power was restored around 7:30 PM.
- On July 31st, at approximately 7:30 PM, a lineman was called in to disconnect power at a residence on the 500 block of McKinley for an electrician to replace a failed main breaker in the home.

Development Planning

- WU's electric department has been working on coordination, design, material procurement, and construction for the following projects:
 - Eagle Manufacturing
 - Requires a primary extension to serve two 2000-amp 277/480v services.
 - One service for the new construction, and an additional service setup for future additions.
 - 1000 KVA transformer currently in stock.
 - Temporary construction service has been energized.
 - Additional temporary service will be provided for building lighting.
 - Dual transformer pad to be poured in coming weeks.
 - 56-unit housing complex
 - Complex requires a primary extension to serve four 800-amp services.
 - 300 KVA transformer currently in stock.
 - WU also has the required number of 12s meters in stock for development.
 - Junction and transformer for are set to provide temporary power.
 - Currently working with Spectrum on joint trenching coordination.

Bayberry Lane Street Lighting

- Crew to install three new street lights on Bayberry Ln. starting at Shaler Dr. extending north to end of cul-de-sac.
- This is a City of Waupun funded street light extension.

2025 URD Cable Installation and Replacement

- Rock and Newton
 - WU took advantage of current street project to install conduit under Rock Ave. to eliminate back-lot overhead primary to the west of N. Harris Ave. between Rock and Newton Ave.
 - Backlot overhead reconstruction is scheduled for 2026.

- McDonalds
 - Conduits installed to replace aging primary conductor.
 - As part of the three phase URD cable replacement, WU will also be replacing aging steel junction cabinet on Gateway Dr.
- Westview Apt.
 - Conduits installed to replace aging primary conductor.
 - WU will work to combine a 2-meter setting to single metering.
 - Cable replacement will also include setting a dual voltage transformer in anticipation for voltage conversion.

Johnson/Elm/ W. Jefferson/W. Brown St. Back Lot Rebuild.

- Conduits installed to bring URD primary into backlot.
- Conduits installed to eliminate a span of backlot OH secondary.
- Crew will be starting pole replacement in the coming weeks.

N. Madison St. Secondary Re-Conductor-ATC Reconstruction

- WU used the opportunity to replace multiple three-phase poles on N. Madison St. As part of the project, WU will re-conductor a portion of the secondary on N. Madison St. to eliminate aging copper conductors.

Business Park Substation and Feeder Buildouts

- Started putting together estimates and timeline for Business Park Substation, feeder buildouts, and voltage conversions of 4kV circuits.
 - Utilizing a system map provided by WPPI's GIS Service, which includes data on remaining 4kV distribution transformers, to develop estimates and request quotes for dual-voltage distribution transformers needed for the existing 4kV system.

This concludes my report for the August 2025 WU Commission Meeting. Please contact me at 324-7920 or ovandekolk@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: August 7, 2025
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

The water treatment facility experienced a stable month, maintaining consistent operations despite higher demand driven by warmer temperatures.

Wastewater Treatment Facility:

- **Call-In Report**

There is one call-in to report for the month.

On August 5, 2025, staff was called in to respond to multiple system alarms. Upon investigation, it was found that all membrane units had transitioned into Safe Mode, and the centrifuge feed flow had failed.

The root cause was identified as a PLC communication failure, which disrupted normal operations across several systems. Once communication was successfully restored, all affected processes were reset and returned to normal operating conditions.

- **Centrifuge Performance Issue**

Flottweg field technicians were onsite to investigate a possible premature failure of components on the centrifuges. The suspected component issues are contributing to "blowby", resulting in lower-than-expected solid concentrations in the output.

Further assessment and recommendations are pending based on the technicians' findings.

- **Generator Project Schedule Update**

The revised schedule for the ongoing generator project has been finalized. The planned outage and cut-in are confirmed for August 19, 2025. This critical milestone will involve switching over to the new generator system and verifying the proper operation of the Automatic Transfer Switch (ATS).

Following the outage, Caterpillar owner training is scheduled for August 21 and 22, 2025. This training will ensure the operations team is fully prepared to operate and maintain the new equipment effectively.

Wastewater Treatment Facility Continued:

- **Summer Park Program**

As part of the Summer Park Program, staff conducted activities with the kids focused on cleaning water and promoting water awareness. These hands-on activities were designed to be both educational and engaging, encouraging learning through interactive participation.

At the end of the event, goody bags were provided, which included a water bottle, pencil, and a Water Activity Book to reinforce the day's learning in a fun and memorable way.

Collection and Distribution Crew:

There are no call-ins to report this month.

The Collection and Distribution team continues to perform key preventative maintenance tasks as part of our ongoing efforts to maintain system reliability and performance. Activities currently underway include:

- **Sewer Main Flushing:**

We are continuing sewer main flushing operations as part of our regular maintenance of the wastewater collection system. This process uses high-pressure water to remove debris, sediment, and other obstructions from sewer pipes. Regular flushing is essential to preventing blockages and ensuring the efficient transport of wastewater throughout the system.

- **Hydrant Fire Flow Testing**

In accordance with NFPA standards, fire hydrant flow testing is essential to verify that the community's water supply and hydrant system provide adequate pressure and flow to support effective firefighting operations.

Key requirements include:

- Measuring static and residual pressures to assess system performance under flow conditions.
- Confirming that flow rates meet or exceed the minimum standards based on the risk classification of the served area.
- Documenting all test results and comparing them to design criteria and regulatory standards.
- Initiating corrective actions if flow or pressure is found to be insufficient, to maintain compliance and ensure community safety.

Testing will continue over the next couple of weeks to ensure comprehensive coverage of the entire distribution system.

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



TO: Waupun Utilities Commissioners
FROM: Chelsea Lisowe, Energy Services Manager
DATE: August 11, 2025
SUBJECT: Energy Services Manager Report

- **Value of Local Utility Program**

- See attachment of overview of the program that allows WU to make contributions to the community and be reimbursed by WPPI
- WU total 2025 funding: \$33,020
- Some examples of how funds are used: scholarships, lamp recycling for businesses, donations/advertising/sponsorships for teams/clubs/events

Overview

The **Value of Local Utility Program** empowers members to strengthen their utility's reputation, foster meaningful community connections, and build lasting customer trust and loyalty.

Community Contributions - \$2,500

The Community Contributions Fund was created to help member utilities build a positive image while supporting good causes in the community. When utilities give to local projects or charitable events, it benefits both the community and the utility. Being involved in community causes helps strengthen the utility's reputation.

School & Education Outreach - \$3,500

The School & Education Outreach Fund helps teach customers about the benefits of having a community-owned utility. It supports local youth education and connects with K-12 students to share important lessons about energy awareness, efficiency, and safety.

Community Development Partnership - \$2,000

The purpose of this fund is to help members build strong relationships with local economic development organizations. These organizations play a key role in member communities. Fostering good connections with them helps create a solid base of support for the local utility. The fund can also be used to support specific economic development projects.

Customer Services & Branding - \$2,500 + \$5/meter

The Customer Services & Branding Fund helps local utilities build a stronger brand presence and educate customers about the benefits of locally owned, not-for-profit utilities. It supports efforts like brand positioning, energy efficiency and renewable energy programs, and promoting customer services.