



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, January 11, 2021 AT 4:00 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Utilities Commission will meet virtually at 4:00 pm on January 11, 2021, via Zoom. The public may access the conference meeting online or by phone. Instructions to join the meeting are provided below:

1. Join Zoom Meeting

<https://us02web.zoom.us/j/84185645915>

Meeting ID: 841 8564 5915

Passcode: 460874

2. By phone

+1 312 626 6799

Meeting ID: 841 8564 5915

Passcode: 460874

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. November 9, 2020 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 11-2020 and 12-2020 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. 12-2020 and 01-2021 Finance Director Report

GM REPORT / OPERATIONS REPORT

4. 12-2020 and 01-2021 General Manager Report
5. 12-2020 and 01-2021 Water and Wastewater Report

APPEARANCE BY VISITORS

AGENDA

6. 2021 Energy Services Action Plan (Eric Kostecki Waupun Utilities Senior Energy Services Manager-Team Lead)
7. Review / Approve Private Well Permit Numbers 36, 37, 38, 39, 40, 41, 42 and 43
8. Review / Approve Amendment to the Waupun Utilities COVID-19 Policy

ADJOURNMENT

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

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

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

Commissioners Gerritson, Heeringa, Homan, Kaczmariski, Mielke, Thurmer and Westphal were present. Mayor Nickel was present.

Motion made by Kaczmariski, seconded by Homan and unanimously carried, to approve minutes from the October 12, 2020 meeting.

On motion by Westphal, seconded by Mielke and unanimously carried, bills for month of October 2020 were approved as presented.

On motion by Thurmer, seconded by Gerritson and unanimously carried, year-to-date financial reports through September 2020 were approved as presented. Electric operating income was \$235,400 or \$118,600 above budget from lower power costs and the reduction in distribution expenses. Water operating income was \$537,100 or \$38,100 above budget due to fewer project and material requirements during the COVID-19 period. Sewer operating income was \$287,100 or \$46,700 above budget on strong public authority treatment charges and lower WWTP maintenance costs.

Finance Director Stanek reported on the significant response to the tax roll letters that were mailed out October 15, 2020. It is necessary to utilize the tax roll process due to the stay on residential disconnections put in place by the Public Service Commission of Wisconsin. We have continued cancellations on monthly penalties from delinquent bills. The remainder of delinquent balances subject to tax roll will be sent over to the City of Waupun after November 15, 2020.

General Manager Brooks reported on status of projects. Comtech Substation Feeder #1 underground cable has been tested and energized. Crews are working to make repairs identified in the annual infrared system inspection report provided from WPPI.

General Manager Brooks reported Finance Director Jeff Stanek has been nominated and asked to join the WPPI Rate Services Advisory Committee, which Stanek accepted. General Manager, Treatment Facilities/Operations Superintendent, Commissioners, & Mayor passed along their congratulations to Finance Director Stanek. The Public Service Commission of Wisconsin has voted to extend the moratorium on all utilities' residential disconnections for non-payment until April 15, 2021. In honor of Public Power Week, 23 prize drawing recipients were awarded bill credits and Waupun Area Chamber of Commerce certificates.

Treatment Facilities and Operations Superintendent Schramm reported the water treatment facility is performing well. Staff completed quarterly auxiliary operation of stand by generator at the water treatment facility and well #4 in fulfillment of the quarterly requirement by the WDNR. The annual boiler inspection for digester has been completed, identifying several deficiencies that mostly require rebuilding of components rather than replacement. Treatment facilities staff are preparing heating and biological processes for the cooler temperatures coming in. Water/sewer crew continued routine system maintenance throughout the month. Water and sewer main has been installed and laterals have been completed for Tanager Street.

Finance Director Stanek presented the 2021 budget for review. The overall budget is forecasted to increase \$17.1 million compared to 2020 budget amounts due to two partial street reconstruction projects scheduled in 2021 and commencement of the wastewater treatment plant construction upgrades. Significant capital expenditures include phase two of the Madison Street reconstruction, phase one of Rock/Newton Street reconstruction, replacement of the vacor truck, Harris lift station retrofit and construction costs associated with the WWTP upgrade. The WWTP upgrades will be financed through USDA loan proceeds and the remainder of the capital budget will be financed with cash reserves. All other capital additions and expenses are routine in nature. The proposed overall budget would use \$1,225,000 in sewer cash reserves, use \$566,200 in water cash reserve and add \$96,200 to electric cash reserves. Motion made by Thurmer and seconded by Westphal, to approve the 2021 budget. Motion carried unanimously.

Motion made by Thurmer, seconded by Westphal and unanimously carried, the Amendment to Owner-Engineer Agreement Amendment No. 3 between Waupun Utilities and Applied Technologies, Inc. was approved. The amendment is for construction and other related services to be performed by Engineer which was requested by the USDA prior to construction bidding.

On motion by Kaczmarski, seconded by Thurmer and unanimously carried, meeting was adjourned at 5:05 p.m.

The next commission meeting is scheduled on December 14, 2020, 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
ADVANCED DISPOSAL							
720	E10001453753	SANITARY CHRGS/MAIN OFFC BLDG	10/31/2020	168.72	168.72	46409	11/13/2020
	E10001453753	SANITARY CHRGS/MAIN OFFC BLDG	10/31/2020	126.54	126.54	46409	11/13/2020
	E10001453753	SANITARY CHRGS/MAIN OFFC BLDG	10/31/2020	126.55	126.55	46409	11/13/2020
	E10001454159	SANITARY CHRGS FOR WWTP	10/31/2020	1,746.59	1,746.59	46409	11/13/2020
Total ADVANCED DISPOSAL:				2,168.40	2,168.40		
AGNESIAN WORK & WELLNESS SAH							
825	32059	Breath Alcohol, DOT Drug Screen-D. Hopp	11/02/2020	41.25	41.25	46410	11/13/2020
	32059	Breath Alcohol, DOT Drug Screen-D. Hopp	11/02/2020	41.25	41.25	46410	11/13/2020
	32060	Breath Alcohol, DOT Drug Screen-T.Flegner	11/02/2020	82.50	82.50	46410	11/13/2020
Total AGNESIAN WORK & WELLNESS SAH:				165.00	165.00		
AIRGAS USA INC							
855	9974710779	ACETYLENE/OXYGEN/NITROGEN	10/31/2020	23.97	23.97	46411	11/13/2020
	9974710779	ACETYLENE/OXYGEN/NITROGEN	10/31/2020	23.97	23.97	46411	11/13/2020
	9974710779	ACETYLENE/OXYGEN/NITROGEN	10/31/2020	23.98	23.98	46411	11/13/2020
Total AIRGAS USA INC:				71.92	71.92		
ALLIANT ENERGY							
900	183035-110320	Gas Utility for Water Plant	11/03/2020	321.55	321.55	46412	11/13/2020
	437000-103020	GAS UTIL BILL FOR SWG PLNT	10/30/2020	529.18	529.18	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	6.26	6.26	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	5.01	5.01	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	5.01	5.01	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	33.80	33.80	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	33.80	33.80	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	33.80	33.80	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	2.50	2.50	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	2.50	2.50	46412	11/13/2020
	590516-10302020	Split Distribution - Main Bldg	10/30/2020	2.52	2.52	46412	11/13/2020
	80105-11172020	GAS UTILITY FOR WELLHOUSE #5	11/17/2020	27.89	27.89	46454	11/30/2020
	931084-11022020	GAS UTIL @ WWTP GARAGE	11/02/2020	546.76	546.76	46412	11/13/2020
Total ALLIANT ENERGY:				1,550.58	1,550.58		
AMAZON CAPITAL SERVICES							
1015	1D6M-3Q36-4DVQ	Hand Soap	11/25/2020	14.01	14.01	46455	11/30/2020
	1D6M-3Q36-4DVQ	Hand Soap	11/25/2020	11.14	11.14	46455	11/30/2020
	1D6M-3Q36-4DVQ	Hand Soap	11/25/2020	10.79	10.79	46455	11/30/2020
Total AMAZON CAPITAL SERVICES:				35.94	35.94		
AMERICAN INDUSTRIAL MEDICAL							
1030	22573	UTILITIES PORTION FOR HEARING TEST	10/22/2020	162.00	162.00	46413	11/13/2020
Total AMERICAN INDUSTRIAL MEDICAL:				162.00	162.00		
AMERICAN MESSAGING							
1090	U1850424UK	PAGER FOR ELEC DEPT ON-CALL	11/01/2020	81.90	81.90	46414	11/13/2020
Total AMERICAN MESSAGING:				81.90	81.90		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT1710506	Single Audit	10/30/2020	2,266.00	2,266.00	46415	11/13/2020
Total BAKER TILLY VIRCHOW KRAUSE LLP:				2,266.00	2,266.00		
BALLWEG IMPLEMENT CO INC.							
2400	P00234	PARTS FOR UNIT #15	10/22/2020	135.60	135.60	46416	11/13/2020
	P00234	PARTS FOR UNIT #15	10/22/2020	135.60	135.60	46416	11/13/2020
	P00234	PARTS FOR UNIT #15	10/22/2020	135.63	135.63	46416	11/13/2020
	P02430	Unit #47 Repair	11/18/2020	23.75	23.75	46456	11/30/2020
Total BALLWEG IMPLEMENT CO INC.:				430.58	430.58		
BENTZ AUTOMOTIVE INC							
2800	15186	Tire Repair Yellow Wagon (W/S)	10/14/2020	20.09	20.09	46417	11/13/2020
	15186	Tire Repair Yellow Wagon (W/S)	10/14/2020	20.08	20.08	46417	11/13/2020
Total BENTZ AUTOMOTIVE INC:				40.17	40.17		
BL VREE PLUMBING LLC							
3100	1401	Back Flow & Labor to Perform Tests, State Reg Fees	11/10/2020	655.00	655.00	46457	11/30/2020
Total BL VREE PLUMBING LLC:				655.00	655.00		
BORDER STATES ELECTRIC SUPPLY							
3300	920998866	Wildlife Protector	11/04/2020	295.76	295.76	46418	11/13/2020
Total BORDER STATES ELECTRIC SUPPLY:				295.76	295.76		
CAREW CONCRETE & SUPPLY CO							
5600	1192007	3/4 CRUSHER RUN	11/13/2020	282.93	282.93	46458	11/30/2020
	1192007	3/4 CRUSHER RUN	11/13/2020	141.46	141.46	46458	11/30/2020
	1192007	3/4 CRUSHER RUN	11/13/2020	141.46	141.46	46458	11/30/2020
	1192104	3/4 CRUSHER RUN	11/16/2020	135.04	135.04	46458	11/30/2020
	1192104	3/4 CRUSHER RUN	11/16/2020	67.52	67.52	46458	11/30/2020
	1192104	3/4 CRUSHER RUN	11/16/2020	67.52	67.52	46458	11/30/2020
	1192104	3/4 CRUSHER RUN	11/16/2020	89.96	89.96	46458	11/30/2020
	1192738	3/4 CRUSHER RUN	11/23/2020	46.02	46.02	46458	11/30/2020
	1192738	3/4 CRUSHER RUN	11/23/2020	23.01	23.01	46458	11/30/2020
	1192738	3/4 CRUSHER RUN	11/23/2020	23.01	23.01	46458	11/30/2020
	1192738	3/4 CRUSHER RUN	11/23/2020	85.96	85.96	46458	11/30/2020
Total CAREW CONCRETE & SUPPLY CO:				1,103.89	1,103.89		
CHAD NAVIS CONSTRUCTION LLC							
5800	11-07-2020	Water Service Concrete Patches	11/07/2020	12,968.20	12,968.20	46459	11/30/2020
	11-07-2020	Sewer Service Concrete Patches	11/07/2020	2,881.80	2,881.80	46459	11/30/2020
Total CHAD NAVIS CONSTRUCTION LLC:				15,850.00	15,850.00		
CT LABORATORIES							
6610	157189	SDWA	11/02/2020	500.00	500.00	46419	11/13/2020
	158019	Sludge Testing	11/05/2020	464.00	464.00	46419	11/13/2020
Total CT LABORATORIES:				964.00	964.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
DEPT OF ADMINISTRATION							
7070	505-0000053456	PB FEES - LOW INCOME ENERGY AS	11/04/2020	8,129.86	8,129.86	46460	11/30/2020
Total DEPT OF ADMINISTRATION:				8,129.86	8,129.86		
DIGGERS HOTLINE INC.							
7300	201 0 31801	MONTHLY LOCATE TICKET CHRGS	10/31/2020	123.81	123.81	46420	11/13/2020
Total DIGGERS HOTLINE INC.:				123.81	123.81		
DNR							
7475	SYTSMA RENEW-2	Waterworks Operator Cert Renewal - Sytsma 25094	11/09/2020	45.00	45.00	46421	11/13/2020
Total DNR:				45.00	45.00		
DORNER COMPANY							
7700	155026-IN	6" Plug Valve with Actuator	11/12/2020	4,446.00	4,446.00	46461	11/30/2020
Total DORNER COMPANY:				4,446.00	4,446.00		
DRYDON EQUIPMENT INC.							
7740	45220	WWTP Equipment Repair	11/09/2020	518.52	518.52	46422	11/13/2020
Total DRYDON EQUIPMENT INC.:				518.52	518.52		
ELECTRICAL TESTING LAB LLC							
8150	35198	Gloves Tested	11/17/2020	98.67	98.67	46462	11/30/2020
Total ELECTRICAL TESTING LAB LLC:				98.67	98.67		
ESRI							
8450	93933450	GIS SOFTWARE ANN'L MAINTENANCE	11/11/2020	585.00	585.00	46463	11/30/2020
	93933450	GIS SOFTWARE ANN'L MAINTENANCE	11/11/2020	465.00	465.00	46463	11/30/2020
	93933450	GIS SOFTWARE ANN'L MAINTENANCE	11/11/2020	450.00	450.00	46463	11/30/2020
Total ESRI:				1,500.00	1,500.00		
EVOQUA WATER TECHNOLOGIES LLC							
8955	904686668	LAB TESTINGS	11/17/2020	690.99	690.99	46464	11/30/2020
Total EVOQUA WATER TECHNOLOGIES LLC:				690.99	690.99		
FABICK RENTALS							
9155	PIMS0074248	Parts for Unit# 33	11/13/2020	31.74	31.74	46465	11/30/2020
	PIMS0074248	Parts for Unit# 33	11/13/2020	31.73	31.73	46465	11/30/2020
	PIMS0074249	Parts for Unit# 33	11/13/2020	275.88	275.88	46465	11/30/2020
	PIMS0074249	Parts for Unit# 33	11/13/2020	275.88	275.88	46465	11/30/2020
Total FABICK RENTALS:				615.23	615.23		
FARMERS ELEVATOR CORP LTD							
9300	149157	OIL	10/14/2020	260.31	260.31	46423	11/13/2020
	149157	OIL	10/14/2020	260.31	260.31	46423	11/13/2020
	149157	OIL	10/14/2020	260.38	260.38	46423	11/13/2020
	149599	Lawn Seed	10/29/2020	45.00	45.00	46423	11/13/2020
	149599	Lawn Seed	10/29/2020	45.00	45.00	46423	11/13/2020
	149599	Lawn Seed	10/29/2020	45.00	45.00	46423	11/13/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total FARMERS ELEVATOR CORP LTD:				916.00	916.00		
FERGUSON WATERWORKS #1476							
9480	319036	4 x 12 All SS Repair Clamps 4.45 - 4.85	11/18/2020	147.00	147.00	46466	11/30/2020
	319036	6 x 12 All SS Repair Clamps 6.84 - 7.24	11/18/2020	641.05	641.05	46466	11/30/2020
	319036	8 x 12 All SS Repair Clamps 9.00 - 9.40	11/18/2020	324.00	324.00	46466	11/30/2020
	319036	6" Hymax Rep Coup 6.24 - 7.68	11/18/2020	212.50	212.50	46466	11/30/2020
	319036	12" Hymax Rep Coup 12.40 - 13.66	11/18/2020	729.00	729.00	46466	11/30/2020
	CM030404	Return HDPE	11/04/2020	94.00-	94.00-	46466	11/30/2020
Total FERGUSON WATERWORKS #1476:				1,959.55	1,959.55		
GRAINGER							
11400	9711378480	Pipe Insulation WWTP	11/09/2020	86.60	86.60	46424	11/13/2020
	9722720456	Cut off wheels - WWTP	11/19/2020	63.50	63.50	46467	11/30/2020
	9723490992	Fittings	11/19/2020	72.94	72.94	46467	11/30/2020
Total GRAINGER:				223.04	223.04		
HOMETOWN GLASS & IMPROVEMENTS							
13010	I225840	Unit #145 Window Repair	11/17/2020	102.68	102.68	46468	11/30/2020
	I225840	Unit #145 Window Repair	11/17/2020	102.69	102.69	46468	11/30/2020
	I225840	Unit #145 Window Repair	11/17/2020	102.69	102.69	46468	11/30/2020
Total HOMETOWN GLASS & IMPROVEMENTS:				308.06	308.06		
HYDROCORP INC.							
13985	59454-IN	CROSS CONNECTION CONTROL PROG	10/31/2020	2,252.00	2,252.00	46425	11/13/2020
	59876-IN	CROSS CONNECTION CONTROL PROG	11/30/2020	2,252.00	2,252.00	46469	11/30/2020
Total HYDROCORP INC.:				4,504.00	4,504.00		
INFOSEND INC							
14490	180853	BILL PRINT & POSTAGE	10/30/2020	850.71	850.71	46470	11/30/2020
	180853	BILL PRINT & POSTAGE	10/30/2020	676.21	676.21	46470	11/30/2020
	180853	BILL PRINT & POSTAGE	10/30/2020	654.40	654.40	46470	11/30/2020
	180853	Tax Roll Mailing	10/30/2020	111.93	111.93	46470	11/30/2020
	180853	Tax Roll Mailing	10/30/2020	88.97	88.97	46470	11/30/2020
	180853	Tax Roll Mailing	10/30/2020	86.12	86.12	46470	11/30/2020
Total INFOSEND INC:				2,468.34	2,468.34		
INTEGRATED COMMUNICATIONS SERV							
14650	201101451101	TELEPHONE ANSWERING SERV-AFT	11/02/2020	92.54	92.54	46471	11/30/2020
	201101451101	TELEPHONE ANSWERING SERV-AFT	11/02/2020	73.56	73.56	46471	11/30/2020
	201101451101	TELEPHONE ANSWERING SERV-AFT	11/02/2020	71.19	71.19	46471	11/30/2020
Total INTEGRATED COMMUNICATIONS SERV:				237.29	237.29		
IRBY, STUART C							
14890	S012118205.001	Wire Lubricant	10/20/2020	983.80	983.80	46426	11/13/2020
Total IRBY, STUART C:				983.80	983.80		
ITU ABSORB TECH INC.							
14950	7584831	SHOP TOWELS FOR WWTP	11/13/2020	23.66	23.66	46472	11/30/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	7584834	SHOP TOWELS MTHLY RENTAL FEE	11/13/2020	12.85	12.85	46472	11/30/2020
	7584834	SHOP TOWELS MTHLY RENTAL FEE	11/13/2020	12.85	12.85	46472	11/30/2020
	7584834	SHOP TOWELS MTHLY RENTAL FEE	11/13/2020	12.85	12.85	46472	11/30/2020
Total ITU ABSORB TECH INC.:				62.21	62.21		
J & H CONTROLS INC							
16000	10000022331	BUILDING MAINTENANCE MTHLY CHR	10/19/2020	179.20	179.20	46427	11/13/2020
	10000022331	BUILDING MAINTENANCE MTHLY CHR	10/19/2020	134.40	134.40	46427	11/13/2020
	10000022331	BUILDING MAINT MTHLY CHR	10/19/2020	134.40	134.40	46427	11/13/2020
	10000022379	BUILDING MAINTENANCE MTHLY CHR	11/12/2020	248.46	248.46	46473	11/30/2020
	10000022379	BUILDING MAINTENANCE MTHLY CHR	11/12/2020	186.35	186.35	46473	11/30/2020
	10000022379	BUILDING MAINT MTHLY CHR	11/12/2020	186.34	186.34	46473	11/30/2020
Total J & H CONTROLS INC:				1,069.15	1,069.15		
JOHNSON CONTROLS SECURITY SOLN							
16575	35069235	Annual Service Charge	11/07/2020	1,368.71	1,368.71	46428	11/13/2020
	35069235	Annual Service Charge	11/07/2020	1,087.95	1,087.95	46428	11/13/2020
	35069235	Annual Service Charge	11/07/2020	1,052.86	1,052.86	46428	11/13/2020
Total JOHNSON CONTROLS SECURITY SOLN:				3,509.52	3,509.52		
KARTECHNER BROTHERS LLC							
17400	1576	Black Top Patches- Water Services	11/12/2020	2,675.00	2,675.00	46474	11/30/2020
	1576	Black Top Patches- Water Mains	11/12/2020	11,271.50	11,271.50	46474	11/30/2020
	1576	Black Top Patches-Sewer	11/12/2020	8,335.25	8,335.25	46474	11/30/2020
	1576	Black Top Patches-Electric	11/12/2020	250.00	250.00	46474	11/30/2020
	1576	Black Top Patches-Electric	11/12/2020	330.00	330.00	46474	11/30/2020
Total KARTECHNER BROTHERS LLC:				22,861.75	22,861.75		
KEMIRA WATER SOLUTIONS INC.							
17513	9017692408	FERROUS CHLORIDE	11/02/2020	3,205.57	3,205.57	46429	11/13/2020
Total KEMIRA WATER SOLUTIONS INC.:				3,205.57	3,205.57		
LAMP RECYCLERS INC							
18140	108365	INVOICED CUSTOMERS	11/05/2020	576.39	576.39	46475	11/30/2020
	108365	Impact Fee & Pickup chrg	11/05/2020	179.05	179.05	46475	11/30/2020
	108365	Electric Dept - Street/Travel Bulbs	11/05/2020	207.86	207.86	46475	11/30/2020
	108365	Lobby Collection	11/05/2020	311.00	311.00	46475	11/30/2020
	108365	WWTP Lamp Recycling	11/05/2020	13.69	13.69	46475	11/30/2020
Total LAMP RECYCLERS INC:				1,287.99	1,287.99		
M.T.S.R. LLC							
19075	3264	Unit #4 Wire and Fuse Replacement	10/21/2020	443.87	443.87	46430	11/13/2020
Total M.T.S.R. LLC:				443.87	443.87		
MARTELLE WATER TREATMENT INC.							
20250	20759	Chlorine & Hydrofluosilicic Acid Bulk	11/02/2020	2,228.85	2,228.85	46476	11/30/2020
Total MARTELLE WATER TREATMENT INC.:				2,228.85	2,228.85		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
METLIFE SBC							
23230	TS05980868-10.16.	LONG TERM DISABILITY PREM	10/16/2020	418.13	418.13	46431	11/13/2020
	TS05980868-10.16.	SHORT TERM DISABILITY PREM	10/16/2020	266.51	266.51	46431	11/13/2020
Total METLIFE SBC:				684.64	684.64		
MILTON PROPANE INC							
25000	T448509	PROPANE DELIVERED	11/04/2020	21.89	21.89	46432	11/13/2020
	T448509	PROPANE DELIVERED	11/04/2020	21.89	21.89	46432	11/13/2020
	T448509	PROPANE DELIVERED	11/04/2020	22.56	22.56	46432	11/13/2020
Total MILTON PROPANE INC:				66.34	66.34		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-DEC 2020	BASIC GROUP LIFE INS PREMIUM	11/01/2020	269.50	269.50	46440	11/13/2020
	2832L-DEC 2020	EMPLOYER CONTRIBUTION 20%	11/01/2020	12.57	12.57	46440	11/13/2020
	2832L-DEC 2020	EMPLOYER CONTRIBUTION 20%	11/01/2020	9.99	9.99	46440	11/13/2020
	2832L-DEC 2020	EMPLOYER CONTRIBUTION 20%	11/01/2020	9.68	9.68	46440	11/13/2020
Total SECURIAN FINANCIAL GROUP INC:				301.74	301.74		
NAPA AUTO PARTS							
30900	293871	Belts	11/09/2020	36.58	36.58	46433	11/13/2020
	295108	Unit 28 Oil Filter	11/23/2020	12.29	12.29	46477	11/30/2020
	295108	Unit 28 Oil Filter	11/23/2020	12.29	12.29	46477	11/30/2020
	295208	Unit 10 Oil Filter and Lamps	11/24/2020	5.78	5.78	46477	11/30/2020
	295208	Unit 10 Oil Filter and Lamps	11/24/2020	5.79	5.79	46477	11/30/2020
	295208	Unit 10 Oil Filter and Lamps	11/24/2020	5.79	5.79	46477	11/30/2020
	295483	Unit 4 Oil filter	11/30/2020	47.69	47.69	46477	11/30/2020
	295483	Unit 150 Oil Filter	11/30/2020	47.69	47.69	46477	11/30/2020
Total NAPA AUTO PARTS:				173.90	173.90		
NCL OF WISCONSIN INC							
33000	447004	Lab Supplies- WWTP	11/13/2020	1,229.01	1,229.01	46478	11/30/2020
Total NCL OF WISCONSIN INC:				1,229.01	1,229.01		
NORTH SHORE ANALYTICAL INC.							
38500	13330	Effluent & Influent	11/11/2020	270.00	270.00	46479	11/30/2020
Total NORTH SHORE ANALYTICAL INC.:				270.00	270.00		
NORTHERN TOOL & EQUIPMENT							
38853	46486107	Drill & Wrench Set-WWTP	11/20/2020	234.97	234.97	46480	11/30/2020
Total NORTHERN TOOL & EQUIPMENT:				234.97	234.97		
OFFICE DEPOT							
38880	132650691001	OFFICE SUPPLIES	10/22/2020	36.82	36.82	46434	11/13/2020
	132650691001	OFFICE SUPPLIES	10/22/2020	29.26	29.26	46434	11/13/2020
	132650691001	OFFICE SUPPLIES	10/22/2020	28.32	28.32	46434	11/13/2020
	136638868001	OFFICE SUPPLIES	11/11/2020	12.58	12.58	46481	11/30/2020
	136638868001	OFFICE SUPPLIES	11/11/2020	10.00	10.00	46481	11/30/2020
	136638868001	OFFICE SUPPLIES	11/11/2020	9.68	9.68	46481	11/30/2020
	136657996001	OFFICE SUPPLIES	11/11/2020	7.17	7.17	46481	11/30/2020
	136657996001	OFFICE SUPPLIES	11/11/2020	5.70	5.70	46481	11/30/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	136657996001	OFFICE SUPPLIES	11/11/2020	5.52	5.52	46481	11/30/2020
Total OFFICE DEPOT:				145.05	145.05		
OSHKOSH OFFICE SYSTEMS							
39000	AR56594	MTHLY CLICK COUNTS	11/02/2020	71.02	71.02	46435	11/13/2020
	AR56594	MTHLY CLICK COUNTS	11/02/2020	56.45	56.45	46435	11/13/2020
	AR56594	MTHLY CLICK COUNTS	11/02/2020	54.63	54.63	46435	11/13/2020
Total OSHKOSH OFFICE SYSTEMS:				182.10	182.10		
PARAGON DEVELOPMENT SYSTEMS							
40250	15011389	Electric SCADA Computer	04/10/2020	2,148.13	2,148.13	46436	11/13/2020
	15030772	Computer Dock-Benson	10/31/2020	57.72	57.72	46436	11/13/2020
	15030772	Computer Dock-Benson	10/31/2020	45.88	45.88	46436	11/13/2020
	15030772	Computer Dock-Benson	10/31/2020	44.40	44.40	46436	11/13/2020
	15030793	Notebook Support Plan-Benson	11/01/2020	45.24	45.24	46436	11/13/2020
	15030793	Notebook Support Plan-Benson	11/01/2020	35.96	35.96	46436	11/13/2020
	15030793	Notebook Support Plan-Benson	11/01/2020	34.80	34.80	46436	11/13/2020
	15031077	8GB Notebook-Benson	11/03/2020	429.00	429.00	46436	11/13/2020
	15031077	8GB Notebook-Benson	11/03/2020	341.00	341.00	46436	11/13/2020
	15031077	8GB Notebook-Benson	11/03/2020	330.00	330.00	46436	11/13/2020
Total PARAGON DEVELOPMENT SYSTEMS:				3,512.13	3,512.13		
PIGGLY WIGGLY							
41200	8175-11192020	ketchup	11/19/2020	3.33	3.33	46482	11/30/2020
	8175-11192020	ketchup	11/19/2020	3.43	3.43	46482	11/30/2020
	8175-11192020	ketchup	11/19/2020	4.31	4.31	46482	11/30/2020
Total PIGGLY WIGGLY:				11.07	11.07		
POWER SYSTEM ENGINEERING INC							
42800	9035527	GIS SUPPORT	11/16/2020	38.22	38.22	46483	11/30/2020
	9035527	GIS SUPPORT	11/16/2020	30.38	30.38	46483	11/30/2020
	9035527	GIS SUPPORT	11/16/2020	29.40	29.40	46483	11/30/2020
Total POWER SYSTEM ENGINEERING INC:				98.00	98.00		
QUALITY AGGREGATE LLC							
44470	2758	3/4" Road gravel base	11/15/2020	17.34	17.34	46484	11/30/2020
	2758	3/4" Road gravel base	11/15/2020	17.34	17.34	46484	11/30/2020
	2758	3/4" Road gravel base	11/15/2020	34.68	34.68	46484	11/30/2020
Total QUALITY AGGREGATE LLC:				69.36	69.36		
RESCO							
46400	793756-00	New 3 phase Transformer for WWTP	11/18/2020	17,174.00	17,174.00	46485	11/30/2020
	804595-00	DEADEND SHOE/ANGLE SHOE	11/06/2020	409.00	409.00	46437	11/13/2020
Total RESCO:				17,583.00	17,583.00		
RUEKERT-MIELKE							
49300	133849	WWTP SCADA Upgrade-Graphics	10/13/2020	2,075.00	2,075.00	46438	11/13/2020
Total RUEKERT-MIELKE:				2,075.00	2,075.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
RWI PIPE FABRICATORS INC.							
49700	20116	4" Flg Tee	11/13/2020	169.00	169.00	46486	11/30/2020
Total RWI PIPE FABRICATORS INC.:				169.00	169.00		
SABEL MECHANICAL LLC							
50300	20377	Biotower arm repair	10/05/2020	3,807.00	3,807.00	46439	11/13/2020
	8034	Biosolid Spreading	11/09/2020	14,839.00	14,839.00	46487	11/30/2020
Total SABEL MECHANICAL LLC:				18,646.00	18,646.00		
SEERA							
51535	WAUPUN/OCT 202	"WAUPUN" FOCUS PROGRAM FEE	10/31/2020	2,679.01	2,679.01	46441	11/13/2020
Total SEERA:				2,679.01	2,679.01		
SHRED-IT USA LLC							
51860	8180726706	Document Shredding	10/22/2020	25.75	25.75	46442	11/13/2020
	8180726706	Document Shredding	10/22/2020	20.47	20.47	46442	11/13/2020
	8180726706	Document Shredding	10/22/2020	19.81	19.81	46442	11/13/2020
Total SHRED-IT USA LLC:				66.03	66.03		
SPECTRUM BUSINESS							
52500	33381111320	Internet Services	11/13/2020	82.84	82.84	46488	11/30/2020
	33381111320	Internet Services	11/13/2020	65.84	65.84	46488	11/30/2020
	33381111320	Internet Services	11/13/2020	63.72	63.72	46488	11/30/2020
	33381111320	Monthly Service Exp 1st & 2nd	11/13/2020	106.98	106.98	46488	11/30/2020
	33381111320	Mthly Service Exp 1st & 2nd Ln	11/13/2020	85.04	85.04	46488	11/30/2020
	33381111320	Mthly Service Exp 1st&2nd Line	11/13/2020	82.30	82.30	46488	11/30/2020
	33381111320	Water Plant Voice Serv	11/13/2020	79.98	79.98	46488	11/30/2020
	33381111320	WasteWater Voice Serv	11/13/2020	79.98	79.98	46488	11/30/2020
Total SPECTRUM BUSINESS:				646.68	646.68		
SPEE-DEE							
52600	4108095	SERVICE CHRG for WATER SAMPLES	11/02/2020	51.42	51.42	46443	11/13/2020
	4120950	SERVICE CHRG for WATER SAMPLES	11/16/2020	52.21	52.21	46489	11/30/2020
Total SPEE-DEE:				103.63	103.63		
ST. CROIX COMPUTER GRAPHICS							
52940	9960	END OF YEAR TAX FORMS	11/21/2020	42.15	42.15	46490	11/30/2020
	9960	END OF YEAR TAX FORMS	11/21/2020	33.50	33.50	46490	11/30/2020
	9960	END OF YEAR TAX FORMS	11/21/2020	32.43	32.43	46490	11/30/2020
Total ST. CROIX COMPUTER GRAPHICS:				108.08	108.08		
TASC							
55000	IN1862980	Admin Fees	10/08/2020	151.32	151.32	46444	11/13/2020
Total TASC:				151.32	151.32		
TRUCLEANERS LLC							
58700	NOV 2020	MONTHLY CLEANING SERVICE	11/30/2020	370.50	370.50	46491	11/30/2020
	NOV 2020	MONTHLY CLEANING SERVICE	11/30/2020	294.50	294.50	46491	11/30/2020
	NOV 2020	MONTHLY CLEANING SERVICE	11/30/2020	285.00	285.00	46491	11/30/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total TRUCLEANERS LLC:				950.00	950.00		
VAN BUREN, JEROME and/or SANDRA							
60800	OCT 2020 SOLAR	SOLAR CREDIT	10/31/2020	228.84	228.84	46445	11/13/2020
Total VAN BUREN, JEROME and/or SANDRA:				228.84	228.84		
VERIZON WIRELESS							
62900	9865421797	CELLPHONE MTHLY EXPENSES	10/21/2020	106.52	106.52	46446	11/13/2020
	9865421797	CELLPHONE MTHLY EXPENSES	10/21/2020	84.67	84.67	46446	11/13/2020
	9865421797	CELLPHONE MTHLY EXPENSES	10/21/2020	81.94	81.94	46446	11/13/2020
	9865421797	DPW'S MTHLY/DATA TABLET CHRGS	10/21/2020	51.90	51.90	46446	11/13/2020
Total VERIZON WIRELESS:				325.03	325.03		
VISU-SEWER CLEAN SEAL INC							
64500	31961	Manhole sealing	10/14/2020	6,161.20	6,161.20	46447	11/13/2020
Total VISU-SEWER CLEAN SEAL INC:				6,161.20	6,161.20		
WAUPUN CHAMBER OF COMMERCE							
73200	2020 EMPLOYEE B	2020 Employee Banquet Gift Certificates	11/13/2020	405.00	405.00	46450	11/13/2020
	2020 EMPLOYEE B	2020 Employee Banquet Gift Certificates	11/13/2020	225.00	225.00	46450	11/13/2020
	2020 EMPLOYEE B	2020 Employee Banquet Gift Certificates	11/13/2020	270.00	270.00	46450	11/13/2020
Total WAUPUN CHAMBER OF COMMERCE:				900.00	900.00		
WAUPUN, CITY OF							
74400	NOV 2020 PILOT	Property Tax Pilot - Nov 2020	11/01/2020	24,750.00	24,750.00	46448	11/13/2020
	NOV 2020 PILOT	Property Tax Pilot - Nov 2020	11/01/2020	30,425.00	30,425.00	46448	11/13/2020
	SW-OCT 2020	Stormwater Receipts	10/31/2020	48,692.33	48,692.33	46448	11/13/2020
	TRASH/RECY- OCT	Trash/Recycling Collection	10/31/2020	38,489.00	38,489.00	46448	11/13/2020
Total WAUPUN, CITY OF:				142,356.33	142,356.33		
WILLIAM/REID LTD LLC							
82820	57803	Rotating Assembly	11/19/2020	7,830.00	7,830.00	46500	11/30/2020
Total WILLIAM/REID LTD LLC:				7,830.00	7,830.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	650826	WWTP LAB TESTING Supplies	10/31/2020	1,344.00	1,344.00	46449	11/13/2020
	652547	FLLUORIDE	10/31/2020	26.00	26.00	46449	11/13/2020
Total WISCONSIN STATE LAB OF HYGIENE:				1,370.00	1,370.00		
WWOA							
88900	RUIS-2020-2022	CRAIG RUIS - WWOA 2yr DUES RENEWAL	11/30/2020	50.00	50.00	46501	11/30/2020
Total WWOA:				50.00	50.00		
WAUPUN UTILITIES (Refund Acct)							
100000	14024960-25	Ref Overpaymt frm: 506 Morse St	11/24/2020	73.73	73.73	46494	11/30/2020
	14028080-20	Ref Overpaymt frm: 608 Tulip Ln	11/24/2020	182.91	182.91	46497	11/30/2020
	16043260-23	Ref Overpaymt frm: 530 W Jefferson St	11/24/2020	101.77	101.77	46495	11/30/2020
	17052810-23	Ref Overpaymt frm: 195 Ackerman Ave	11/24/2020	37.60	37.60	46496	11/30/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	18060880-20	Ref Overpaymt frm: 208 Howard	11/24/2020	141.30	141.30	46499	11/30/2020
	190727600.22-2	Ref Deposit frm: 534 E Franklin	11/16/2020	353.35	353.35	46493	11/30/2020
	19072760-22 DEPO	Ref Deposit frm: 534 E Franklin St	05/26/2020	902.60	.00	45961	Multiple
	19072760-22 DEPO	Ref Deposit frm: 534 E Franklin St	05/26/2020	902.60-			
	19072760-22-REAP	Reapply balance: 534 E Franklin	11/16/2020	549.25	549.25	46498	11/30/2020
	20084460-28	Ref Overpaymt frm: 568 E Main	11/24/2020	1.83	1.83	46492	11/30/2020
Total WAUPUN UTILITIES (Refund Acct):				1,441.74	1,441.74		
Grand Totals:				299,097.41	299,097.41		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
11/10/2020	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	476.48	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	68.72	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	66.54	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		611.74-
2						
					.00*	
11/01/2020	2	2020 Revenue Bond Pmt	9-1131-0000-00	COMBINED CASH		3,103.76-
		2020 Revenue Bond Pmt	3-2237-0000-00	INTEREST ACCRUED	3,103.76	
3						
					.00*	
11/27/2020	3	Record October's Wholesale Power Bill ACH Paym	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	552,635.28	
		Record October's Wholesale Power Bill ACH Paym	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,161.56	
		Record October's Wholesale Power Bill ACH Paym	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,002.39	
		Record October's Wholesale Power Bill ACH Paym	9-1131-0000-00	COMBINED CASH		554,799.23-
4						
					.00*	
11/05/2020	4	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	674.88	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	281.79	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	519.42	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		1,476.09-
5						
					.00*	
11/04/2020	5	Transfer from Wells Fargo	2-1128-1290-00	SURPLUS FUND - LGIP	125,000.00	
		Transfer from Wells Fargo	9-1131-0000-00	COMBINED CASH		125,000.00-
6						
					.00*	
11/20/2020	6	Record ONLINE payment	1-5921-0000-24	OFC SUP & EXP COMPUTER R	7.54	
		Record ONLINE payment	2-5921-0000-24	OFC SUP & EXP-COMPUTER R	5.99	
		Record ONLINE payment	3-5851-0000-24	OFC SUP & EXP-COMPUTER R	5.82	
99001						
					19.35*	
11/20/2020	99001	TOTAL CHECKS & OTHER CHARGES - COMBIN	9-1131-0000-00	COMBINED CASH		19.35-
99002						
11/11/2020	99002	Record October's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	21,202.37	
		Record October's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		21,202.37-
99003						
					.00*	
11/12/2020	99003	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPEN	257.59	
		Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSE	71.33	
		Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSE	67.37	
		Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		396.29-
99004						
					.00*	
11/04/2020	99004	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD	1,919.15	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD	531.46	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD	501.93	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		2,952.54-
Documents: 10 Transactions: 30						
Total CD:					709,561.37	709,561.37-
Grand Totals:					709,561.37	709,561.37-

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
ACTIVE OUTFITTERS							
700	357	OFFICE CLOTHING	12/15/2020	274.00	274.00	46577	12/30/2020
Total ACTIVE OUTFITTERS:				274.00	274.00		
AIRGAS USA INC							
855	9975446099	ACETYLENE/OXYGEN/NITROGEN	11/30/2020	23.35	23.35	46530	12/11/2020
	9975446099	ACETYLENE/OXYGEN/NITROGEN	11/30/2020	23.35	23.35	46530	12/11/2020
	9975446099	ACETYLENE/OXYGEN/NITROGEN	11/30/2020	23.36	23.36	46530	12/11/2020
Total AIRGAS USA INC:				70.06	70.06		
ALLIANT ENERGY							
900	183035-12022020	Gas Utility for Water Plant	12/02/2020	476.86	476.86	46531	12/11/2020
	4370000-11302020	GAS UTIL BILL FOR SWG PLNT	11/30/2020	833.36	833.36	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	14.68	14.68	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	11.75	11.75	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	11.75	11.75	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	79.30	79.30	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	79.30	79.30	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	79.30	79.30	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	5.87	5.87	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	5.87	5.87	46531	12/11/2020
	590516-11302020	Split Distribution - Main Bldg	11/30/2020	5.87	5.87	46531	12/11/2020
	801050-121620	GAS UTILITY FOR WELLHOUSE #5	12/16/2020	48.56	48.56	46578	12/30/2020
	931084-11302020	GAS UTIL @ WWTP GARAGE	11/30/2020	1,047.39	1,047.39	46531	12/11/2020
Total ALLIANT ENERGY:				2,699.86	2,699.86		
AMAZON CAPITAL SERVICES							
1015	1HTM-LX7L-J394	Computer Monitors-Finance Director	12/04/2020	139.62	139.62	46532	12/11/2020
	1HTM-LX7L-J394	Computer Monitors-Finance Director	12/04/2020	110.98	110.98	46532	12/11/2020
	1HTM-LX7L-J394	Computer Monitors-Finance Director	12/04/2020	107.40	107.40	46532	12/11/2020
Total AMAZON CAPITAL SERVICES:				358.00	358.00		
ARMGA, BARB							
1360	12/04/2020	Consulting	12/04/2020	81.90	81.90	46533	12/11/2020
	12/04/2020	Consulting	12/04/2020	65.10	65.10	46533	12/11/2020
	12/04/2020	Consulting	12/04/2020	63.00	63.00	46533	12/11/2020
Total ARMGA, BARB:				210.00	210.00		
BENTZ AUTOMOTIVE INC							
2800	15513	Oil & Filter for Unit#11	11/09/2020	69.95	69.95	46534	12/11/2020
	15535	Oil & Filter for Unit#1	11/10/2020	14.88	14.88	46534	12/11/2020
	15535	Oil & Filter for Unit#1	11/10/2020	14.88	14.88	46534	12/11/2020
	15535	Oil & Filter for Unit#1	11/10/2020	14.89	14.89	46534	12/11/2020
	15559	Brake Light Repair for Unit 145	11/11/2020	35.87	35.87	46534	12/11/2020
	15559	Brake Light Repair for Unit 145	11/11/2020	35.87	35.87	46534	12/11/2020
	15559	Brake Light Repair for Unit 145	11/11/2020	35.87	35.87	46534	12/11/2020
	15628	Tire Repair Unit 29	11/16/2020	126.72	126.72	46534	12/11/2020
Total BENTZ AUTOMOTIVE INC:				348.93	348.93		
BL VREE PLUMBING LLC							
3100	1463	Sewer Lateral 429 Doty St	12/02/2020	90.00	90.00	46535	12/11/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total BL VREE PLUMBING LLC:				90.00	90.00		
BROOKS SHOES & REPAIR							
3550	35710	SAFETY BOOTS for Ben Smith	12/05/2020	175.00	175.00	46536	12/11/2020
Total BROOKS SHOES & REPAIR:				175.00	175.00		
C & M HYDRAULIC TOOL SUPPLY IN							
5150	170041-IN	Tool Evaluation Cost	11/30/2020	35.00	35.00	46537	12/11/2020
Total C & M HYDRAULIC TOOL SUPPLY IN:				35.00	35.00		
CAPITAL NEWSPAPERS							
5450	NOV 2020	190-60005855-MONTHLY MINS	11/29/2020	95.22	95.22	46538	12/11/2020
	NOV 2020	190-60005855-MONTHLY MINS	11/29/2020	75.69	75.69	46538	12/11/2020
	NOV 2020	190-60005855-MONTHLY MINS	11/29/2020	73.25	73.25	46538	12/11/2020
Total CAPITAL NEWSPAPERS:				244.16	244.16		
CAREW CONCRETE & SUPPLY CO							
5600	1194342	3/4 CRUSHER RUN	12/21/2020	81.17	81.17	46579	12/30/2020
Total CAREW CONCRETE & SUPPLY CO:				81.17	81.17		
CINTAS FIRE 636525							
5880	OF37558723	Fire Ext Inspection & Repairs	11/05/2020	472.63	472.63	46539	12/11/2020
	OF37558723	Fire Ext Inspection & Repairs	11/05/2020	354.47	354.47	46539	12/11/2020
	OF37558723	Fire Ext Inspection & Repair	11/05/2020	354.48	354.48	46539	12/11/2020
Total CINTAS FIRE 636525:				1,181.58	1,181.58		
CRANE ENGINEERING SALES INC							
6450	395856-00	Ultrasonic Level Transducer-	11/30/2020	750.04	750.04	46540	12/11/2020
Total CRANE ENGINEERING SALES INC:				750.04	750.04		
CT LABORATORIES							
6610	158350	Nitrogen, Nitrogen KJE T, No2+NO3 Totals	11/18/2020	81.00	81.00	46541	12/11/2020
Total CT LABORATORIES:				81.00	81.00		
DIGGERS HOTLINE INC.							
7300	201 1 31801	MONTHLY LOCATE TICKET CHRGS	11/30/2020	89.28	89.28	46542	12/11/2020
Total DIGGERS HOTLINE INC.:				89.28	89.28		
DNR							
7475	6353-AIR PERMIT	Air Permit Application	10/22/2020	7,500.00	7,500.00	46516	12/03/2020
Total DNR:				7,500.00	7,500.00		
DORNER COMPANY							
7700	155110-IN	Service Work	11/17/2020	675.00	675.00	46543	12/11/2020
Total DORNER COMPANY:				675.00	675.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
ELSTER SOLUTIONS LLC							
8225	9000118744	1ph, 3W 30A, 200AMPS Electric meters	12/17/2020	1,696.00	1,696.00	46580	12/30/2020
Total ELSTER SOLUTIONS LLC:				1,696.00	1,696.00		
FARM & HOME SUPPLY							
9200	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	3.99	3.99	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	29.98	29.98	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	57.57	57.57	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	4.99	4.99	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	20.93	20.93	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	2.47	2.47	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	4.49	4.49	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	4.50	4.50	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	3.11	3.11	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	112.02	112.02	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	77.96	77.96	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	8.99	8.99	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	8.99	8.99	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	4.00	4.00	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	4.00	4.00	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	37.96	37.96	46544	12/11/2020
	45905-NOV 2020	MISCELLANEOUS ITEMS	11/30/2020	2.40	2.40	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	25.59	25.59	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	13.99	13.99	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	18.98	18.98	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	15.95	15.95	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	3.48	3.48	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	2.77	2.77	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	2.69	2.69	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	21.71	21.71	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	13.74	13.74	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	7.64	7.64	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	9.16	9.16	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	21.46	21.46	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	188.90	188.90	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	6.59	6.59	46544	12/11/2020
	475905-OCT 2020	MISCELLANEOUS ITEMS	10/31/2020	6.59	6.59	46544	12/11/2020
Total FARM & HOME SUPPLY:				747.59	747.59		
GERRITSON, DAVID							
11220	4TH QRT-2020	COMMISSIONER'S QTRLY SALARY	12/01/2020	38.00	38.00	46545	12/11/2020
	4TH QRT-2020	COMMISSIONER'S QTRLY SALARY	12/01/2020	31.00	31.00	46545	12/11/2020
	4TH QRT-2020	COMMISSIONER'S QTRLY SALARY	12/01/2020	31.00	31.00	46545	12/11/2020
Total GERRITSON, DAVID:				100.00	100.00		
GUELIG WASTE REMOVAL							
11690	52579	RENTAL OF 20yd DUMPSTER - ELEC DEPT	12/23/2020	860.00	860.00	46581	12/30/2020
Total GUELIG WASTE REMOVAL:				860.00	860.00		
HEERINGA, JOE							
12330	4TH QRT 2020	COMMISSIONERS QTRLY SALARY	12/01/2020	52.25	52.25	46546	12/11/2020
	4TH QRT 2020	COMMISSIONERS QTRLY SALARY	12/01/2020	42.63	42.63	46546	12/11/2020
	4TH QRT 2020	COMMISSIONERS QTRLY SALARY	12/01/2020	42.62	42.62	46546	12/11/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total HEERINGA, JOE:				137.50	137.50		
HOMAN, JEFF							
12830	4TH QRT 2020	QTRLY COMMISSION SALARY	12/01/2020	38.00	38.00	46547	12/11/2020
	4TH QRT 2020	QTRLY COMMISSION SALARY	12/01/2020	31.00	31.00	46547	12/11/2020
	4TH QRT 2020	QTRLY COMMISSION SALARY	12/01/2020	31.00	31.00	46547	12/11/2020
Total HOMAN, JEFF:				100.00	100.00		
HOMETOWN GLASS & IMPROVEMENTS							
13010	I225992	Windshield Repair Unit 1	11/27/2020	28.33	28.33	46548	12/11/2020
	I225992	Windshield Repair Unit 1	11/27/2020	28.33	28.33	46548	12/11/2020
	I225992	Windshield Repair Unit 1	11/27/2020	28.34	28.34	46548	12/11/2020
Total HOMETOWN GLASS & IMPROVEMENTS:				85.00	85.00		
INFOSEND INC							
14490	182478	BILL PRINT & POSTAGE	11/30/2020	789.75	789.75	46582	12/30/2020
	182478	BILL PRINT & POSTAGE	11/30/2020	627.75	627.75	46582	12/30/2020
	182478	BILL PRINT & POSTAGE	11/30/2020	607.49	607.49	46582	12/30/2020
Total INFOSEND INC:				2,024.99	2,024.99		
INTEGRATED COMMUNICATIONS SERV							
14650	201201451101	TELEPHONE ANSWERING SERV-AFT	11/30/2020	227.84	227.84	46549	12/11/2020
	201201451101	TELEPHONE ANSWERING SERV-AFT	11/30/2020	181.10	181.10	46549	12/11/2020
	201201451101	TELEPHONE ANSWERING SERV-AFT	11/30/2020	175.26	175.26	46549	12/11/2020
Total INTEGRATED COMMUNICATIONS SERV:				584.20	584.20		
ITU ABSORB TECH INC.							
14950	7601892	SHOP TOWELS FOR WWTP	12/11/2020	23.89	23.89	46583	12/30/2020
	7601895	SHOP TOWELS MTHLY RENTAL FEE	12/11/2020	13.02	13.02	46583	12/30/2020
	7601895	SHOP TOWELS MTHLY RENTAL FEE	12/11/2020	13.02	13.02	46583	12/30/2020
	7601895	SHOP TOWELS MTHLY RENTAL FEE	12/11/2020	13.03	13.03	46583	12/30/2020
Total ITU ABSORB TECH INC.:				62.96	62.96		
J & H CONTROLS INC							
16000	10000022411	BUILDING MAINTENANCE MTHLY CHR	11/17/2020	181.60	181.60	46550	12/11/2020
	10000022411	BUILDING MAINTENANCE MTHLY CHR	11/17/2020	136.20	136.20	46550	12/11/2020
	10000022411	BUILDING MAINT MTHLY CHRG	11/17/2020	136.20	136.20	46550	12/11/2020
	10000022412	BUILDING MAINT MTHLY CHRG-WTP	11/17/2020	167.00	167.00	46550	12/11/2020
Total J & H CONTROLS INC:				621.00	621.00		
K BROWN PLUMBING LLC							
17070	2020-377	Office Water Cooler	12/21/2020	681.50	681.50	46584	12/30/2020
	2020-377	Office Water Cooler	12/21/2020	511.12	511.12	46584	12/30/2020
	2020-377	Office Water Cooler	12/21/2020	511.13	511.13	46584	12/30/2020
Total K BROWN PLUMBING LLC:				1,703.75	1,703.75		
KARTECHNER BROTHERS LLC							
17400	1602	Driveway Repair Patch	12/07/2020	1,713.50	1,713.50	46551	12/11/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total KARTECHNER BROTHERS LLC:				1,713.50	1,713.50		
KEMIRA WATER SOLUTIONS INC.							
17513	9017696425	FERROUS CHLORIDE	12/11/2020	3,705.66	3,705.66	46585	12/30/2020
Total KEMIRA WATER SOLUTIONS INC.:				3,705.66	3,705.66		
LAMERS BUS LINES INC							
18139	60180146	Battery for Unit 147	11/23/2020	184.76	184.76	46552	12/11/2020
Total LAMERS BUS LINES INC:				184.76	184.76		
M.T.S.R. LLC							
19075	3424	Unit #10 Wheel Seal	12/04/2020	149.96	149.96	46586	12/30/2020
	3424	Unit #10 Wheel Seal	12/04/2020	149.95	149.95	46586	12/30/2020
	3424	Unit #10 Wheel Seal	12/04/2020	149.95	149.95	46586	12/30/2020
Total M.T.S.R. LLC:				449.86	449.86		
METLIFE SBC							
23230	TS05980868-DEC 2	LONG TERM DISABILITY PREM	12/01/2020	418.13	418.13	46553	12/11/2020
	TS05980868-DEC 2	SHORT TERM DISABILITY PREM	12/01/2020	266.51	266.51	46553	12/11/2020
Total METLIFE SBC:				684.64	684.64		
SECURIAN FINANCIAL GROUP INC							
25200	2832L-1027-01/202	BASIC GROUP LIFE INS PREMIUM	12/01/2020	259.90	259.90	46562	12/11/2020
	2832L-1027-01/202	EMPLOYER CONTRIBUTION 20%	12/01/2020	12.09	12.09	46562	12/11/2020
	2832L-1027-01/202	EMPLOYER CONTRIBUTION 20%	12/01/2020	9.61	9.61	46562	12/11/2020
	2832L-1027-01/202	EMPLOYER CONTRIBUTION 20%	12/01/2020	9.32	9.32	46562	12/11/2020
Total SECURIAN FINANCIAL GROUP INC:				290.92	290.92		
MULCAHY SHAW WATER INC.							
29200	322973	Temperature Sensors (3)	11/27/2020	602.83	602.83	46554	12/11/2020
Total MULCAHY SHAW WATER INC.:				602.83	602.83		
NAPA AUTO PARTS							
30900	295571	Oil Filter Unit 149	12/01/2020	10.49	10.49	46555	12/11/2020
Total NAPA AUTO PARTS:				10.49	10.49		
OFFICE DEPOT							
38880	136191380001	OFFICE SUPPLIES	11/18/2020	29.94	29.94	46556	12/11/2020
	136191380001	OFFICE SUPPLIES	11/18/2020	23.80	23.80	46556	12/11/2020
	136191380001	OFFICE SUPPLIES	11/18/2020	23.02	23.02	46556	12/11/2020
	136191380002	OFFICE SUPPLIES	12/03/2020	13.88	13.88	46587	12/30/2020
	136191380002	OFFICE SUPPLIES	12/03/2020	11.03	11.03	46587	12/30/2020
	136191380002	OFFICE SUPPLIES	12/03/2020	10.68	10.68	46587	12/30/2020
	140790490001	Toner-Matt G	12/04/2020	28.00	28.00	46587	12/30/2020
	140790490001	Toner-Matt G	12/04/2020	27.99	27.99	46587	12/30/2020
Total OFFICE DEPOT:				168.34	168.34		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
OOSTERHOUSE, NANCY							
38965	12/07/2020	Consulting	12/07/2020	70.20	70.20	46557	12/11/2020
	12/07/2020	Consulting	12/07/2020	55.80	55.80	46557	12/11/2020
	12/07/2020	Consulting	12/07/2020	54.00	54.00	46557	12/11/2020
Total OOSTERHOUSE, NANCY:				180.00	180.00		
O'REILLY AUTO PARTS							
38970	2391-417917	Vehicle Oil	12/01/2020	49.96	49.96	46558	12/11/2020
	2391-417917	Vehicle Oil	12/01/2020	49.97	49.97	46558	12/11/2020
	2391-417917	Vehicle Oil	12/01/2020	49.97	49.97	46558	12/11/2020
	2391-417917	Ratchet Tool	12/01/2020	4.99	4.99	46558	12/11/2020
	2391-417917	Ratchet Tool	12/01/2020	5.00	5.00	46558	12/11/2020
	2391-417917	Ratchet Tool	12/01/2020	5.00	5.00	46558	12/11/2020
Total O'REILLY AUTO PARTS:				164.89	164.89		
OSHKOSH OFFICE SYSTEMS							
39000	AR57513	MTHLY CLICK COUNTS	12/01/2020	61.50	61.50	46559	12/11/2020
	AR57513	MTHLY CLICK COUNTS	12/01/2020	48.89	48.89	46559	12/11/2020
	AR57513	MTHLY CLICK COUNTS	12/01/2020	47.31	47.31	46559	12/11/2020
Total OSHKOSH OFFICE SYSTEMS:				157.70	157.70		
PIGGLY WIGGLY							
41200	5825-S00238	SUPPLIES FOR KITCHEN,OFFC, ETC	12/15/2020	15.38	15.38	46588	12/30/2020
	5825-S00238	SUPPLIES FOR KITCHEN,OFFC,ETC	12/15/2020	12.22	12.22	46588	12/30/2020
	5825-S00238	SUPPLIES FOR KITCHEN,OFFC,ETC	12/15/2020	11.83	11.83	46588	12/30/2020
Total PIGGLY WIGGLY:				39.43	39.43		
RESCO							
46400	807676-00	Bibs-VandeKolk	12/10/2020	214.94	214.94	46560	12/11/2020
	807678-00	Bibs-VandeKolk	12/10/2020	21.83-	21.83-	46560	12/11/2020
	808557-00	Jeans-Flegner	12/16/2020	145.50	145.50	46589	12/30/2020
Total RESCO:				338.61	338.61		
RUEKERT-MIELKE							
49300	134438	SCADA SERVICE WORK	11/24/2020	664.00	664.00	46561	12/11/2020
Total RUEKERT-MIELKE:				664.00	664.00		
SEERA							
51535	WAUPUN NOV 202	"WAUPUN" FOCUS PROGRAM FEE	11/30/2020	2,694.23	2,694.23	46563	12/11/2020
Total SEERA:				2,694.23	2,694.23		
SHAW, MITCH							
51800	12/20/2020	Unit #28-Side Boards	12/28/2020	75.00	75.00	46590	12/30/2020
	12/20/2020	Unit #28-Side Boards	12/28/2020	75.00	75.00	46590	12/30/2020
Total SHAW, MITCH:				150.00	150.00		
SPECTRUM BUSINESS							
52500	33381121320	Internet Services	12/13/2020	82.84	82.84	46591	12/30/2020
	33381121320	Internet Services	12/13/2020	65.84	65.84	46591	12/30/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	33381121320	Internet Services	12/13/2020	63.72	63.72	46591	12/30/2020
	33381121320	Monthly Service Exp 1st & 2nd	12/13/2020	106.98	106.98	46591	12/30/2020
	33381121320	Mthly Service Exp 1st & 2nd Ln	12/13/2020	85.04	85.04	46591	12/30/2020
	33381121320	Mthly Service Exp 1st&2nd Line	12/13/2020	82.30	82.30	46591	12/30/2020
	33381121320	Water Plant Voice Serv	12/13/2020	79.98	79.98	46591	12/30/2020
	33381121320	WasteWater Voice Serv	12/13/2020	79.98	79.98	46591	12/30/2020
Total SPECTRUM BUSINESS:				646.68	646.68		
SPEE-DEE							
52600	4127031	SERVICE CHRG for WATER SAMPLES	11/30/2020	45.99	45.99	46564	12/11/2020
	4140008	SERVICE CHRG for WATER SAMPLES	12/14/2020	39.58	39.58	46592	12/30/2020
Total SPEE-DEE:				85.57	85.57		
THURMER, MIKE							
56900	4TH QRT - 2020	QTRLY COMMISSION SALARY	12/01/2020	38.00	38.00	46565	12/11/2020
	4TH QRT - 2020	QTRLY COMMISSION SALARY	12/01/2020	31.00	31.00	46565	12/11/2020
	4TH QRT - 2020	QTRLY COMMISSION SALARY	12/01/2020	31.00	31.00	46565	12/11/2020
Total THURMER, MIKE:				100.00	100.00		
USA BLUE BOOK							
59600	449568	Water Plant Supplies	12/17/2020	380.85	380.85	46593	12/30/2020
Total USA BLUE BOOK:				380.85	380.85		
VAN BUREN, JEROME and/or SANDRA							
60800	NOV 2020 SOLAR	SOLAR CREDIT	11/30/2020	183.60	183.60	46566	12/11/2020
Total VAN BUREN, JEROME and/or SANDRA:				183.60	183.60		
VERIZON WIRELESS							
62900	9867527084	CELLPHONE MTHLY EXPENSES	11/21/2020	102.30	102.30	46567	12/11/2020
	9867527084	CELPHONE MTHLY EXPENSES	11/21/2020	81.31	81.31	46567	12/11/2020
	9867527084	CELLPHONE MTHLY EXPENSES	11/21/2020	78.69	78.69	46567	12/11/2020
	9867527084	DPW'S MTHLY/DATA TABLET CHRGS	11/21/2020	51.90	51.90	46567	12/11/2020
Total VERIZON WIRELESS:				314.20	314.20		
VERONA SAFETY SUPPLY INC							
63200	39096	Safety Gloves	12/10/2020	134.59	134.59	46568	12/11/2020
	39096	Safety Gloves	12/10/2020	134.59	134.59	46568	12/11/2020
Total VERONA SAFETY SUPPLY INC:				269.18	269.18		
WAUPUN, CITY OF							
74400	PILOT DEC 2020	Property Tax Pilot - Dec 2020	12/01/2020	28,359.00	28,359.00	46570	12/11/2020
	PILOT DEC 2020	Property Tax Pilot - Dec 2020	12/01/2020	1,109.00	1,109.00	46570	12/11/2020
	SW-NOV 2020	Stormwater Receipts	11/30/2020	48,904.26	48,904.26	46570	12/11/2020
	TRASH/RECY NOV	Trash/Recycling Collection	11/30/2020	38,473.98	38,473.98	46570	12/11/2020
Total WAUPUN, CITY OF:				116,846.24	116,846.24		
WAUPUN UTILITIES							
76800	12/07/2020	Window Clings	12/07/2020	2.72	2.72	46569	12/11/2020
	12/07/2020	Window Clings	12/07/2020	2.16	2.16	46569	12/11/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	12/07/2020	Window Clings	12/07/2020	2.11	2.11	46569	12/11/2020
Total WAUPUN UTILITIES:				6.99	6.99		
WINCAN LLC							
83500	4404	Annual Service Support for WinCan Software	11/24/2020	1,500.00	1,500.00	46571	12/11/2020
Total WINCAN LLC:				1,500.00	1,500.00		
WISCONSIN DEPT OF TRANSPORTATN							
85900	395-0000197702	Madison Street-True Up	12/01/2020	13.55	13.55	46598	12/30/2020
	395-0000197702	Madison Street-True Up	12/01/2020	9.18	9.18	46598	12/30/2020
Total WISCONSIN DEPT OF TRANSPORTATN:				22.73	22.73		
WISCONSIN STATE LAB OF HYGIENE							
88300	657099	FLLUORIDE	11/30/2020	26.00	26.00	46572	12/11/2020
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
WAUPUN UTILITIES (Refund Acct)							
100000	14029585-20	Ref Overpaymt frm: 19 Meadow View Cr	12/23/2020	99.73	99.73	46594	12/30/2020
	15011290-27	Ref Overpaymt frm: 600 Robin Rd Apt 1	12/23/2020	82.45	82.45	46596	12/30/2020
	16046480-23	Ref Overpaymt frm: 214 Fox Lake Rd	12/23/2020	47.96	47.96	46597	12/30/2020
	1705298-21	Ref Overpaymt frm: 101 Ackerman Ave	12/23/2020	135.23	135.23	46595	12/30/2020
Total WAUPUN UTILITIES (Refund Acct):				365.37	365.37		
Grand Totals:				156,533.34	156,533.34		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
12/10/2020	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	293.55	
2						
12/10/2020	2	Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,164.08	
3						
12/10/2020	3	Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	134.50	
4						
12/10/2020	4	Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		1,592.13-
5						
12/05/2020	5	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	499.78	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	330.34	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	485.39	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		1,315.51-
6						
					.00*	
12/21/2020	6	ONLINE November Invoice	1-5921-0000-24	OFC SUP & EXP COMPUTER R	6.74	
		ONLINE November Invoice	2-5921-0000-24	OFC SUP & EXP-COMPUTER R	5.30	
		ONLINE November Invoice	3-5851-0000-24	OFC SUP & EXP-COMPUTER R	5.26	
99001						
					17.30*	
12/21/2020	99001	TOTAL CHECKS & OTHER CHARGES - COMBIN	9-1131-0000-00	COMBINED CASH		17.30-
99002						
12/28/2020	99002	Record November's Wholesale Power Bill ACH Pa	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	537,518.17	
		Record November's Wholesale Power Bill ACH Pa	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,577.72	
		Record November's Wholesale Power Bill ACH Pa	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	1,405.12	
		Record November's Wholesale Power Bill ACH Pa	9-1131-0000-00	COMBINED CASH		540,501.01-
99003						
					.00*	
12/09/2020	99003	Record November's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	7,524.52	
		Record November's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		7,524.52-
99004						
					.00*	
12/11/2020	99004	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPEN	215.84	
		Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSE	59.77	
		Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSE	56.45	
		Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		332.06-
99005						
					.00*	
12/04/2020	99005	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD	1,725.84	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD	477.93	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD	451.37	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		2,655.14-

Documents: 11 Transactions: 26

Total CD:

553,937.67

553,937.67-

Grand Totals:

553,937.67

553,937.67-



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: December 14, 2020
SUBJECT: October 2020 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity continued work on the underground feeder relocation at the WWTP in the amount of \$31,320. This work is necessary to remove existing overhead lines at the WWTP in preparation for construction early in 2021. The project will be paid for by the sewer utility and its loan/grant proceeds. Crews also continued work on streetlight LED replacements and installing underground services for new services. The sewer and water utilities incurred \$19,180 in costs related to their SCADA software and computer upgrades.

MONTHLY OPERATING RESULTS – October 2020 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **7.7% below** budget & **6.2% lower** than October 2019 sales on lower residential and large power sales
- YTD kWh sales were **3.1% below** budget & **6.6% lower** than October 2019 YTD actual sales

Water

- Monthly sales units of 100 cubic feet were **1.1% above** budget & **4.2% lower** than October 2019 sales; usage decrease in industrial and public authority
- YTD water sales were **1.6% above** budget & **2.5% lower** than October 2019 YTD actual sales

Sewer

- Monthly sales units of 100 cubic feet were **6.6% below** budget & **19.2% lower** than October 2019 sales due to lower public authority volume.
- YTD sewer sales are **4.2% lower** than October 2019 YTD actual sales

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$205,500 and \$287,200 respectively, due to lower than budgeted demand and overall lower purchased power costs
- Gross margin was \$81,700 **above** budget
- Operating expenses were \$51,700 **below** budget primarily due to lower distribution expenses attributed cut-backs from COVID-19 project delays during the 1st quarter of 2020.
- Operating income was \$271,500 or \$110,200 **above** budget from lower power costs and the reduction in distribution expenses
- Net income was \$231,700 or \$123,300 **above** budget primarily from higher gross margins from lower purchased power costs.

Water

- Operating revenues were \$14,000 **above** budget due to overall higher consumption
- Operating expenses were \$53,100 **below** budget due to fewer project and material requirements during the COVID-19 period in the 1st quarter of 2020
- Operating income was \$595,600 or \$36,400 **above** budget
- Net income was \$459,100 or \$74,400 **above** budget

Sewer

- Operating revenues were \$38,600 **above** budget on strong public authority treatment charges from the 2nd quarter of 2020
- Operating expenses were \$12,500 **below** budget on lower WWTP and maintenance costs
- Operating income was \$293,800 or \$21,200 **above** budget
- Net income was \$287,000 or \$15,700 **above** budget on higher operating revenues and lower operating expenses

Balance Sheets

Electric

- Balance sheet **decreased** \$9,700 from September 2020
- Unrestricted cash **increased** \$94,600 from an increase in collections on delinquent accounts prior to the placement of customer balances on the tax roll in November
- Accounts receivable **decreased** \$101,400 on an increase in collections from the tax roll notification process
- Accounts payable **decreased** \$51,400 from September 2020 due to a decrease in power costs associated with lower kWh sales

Water

- Balance sheet **increased** \$55,100 from September 2020
- Total unrestricted and restricted cash **increased** \$109,200 as a result of an increase in collections and lower operating costs for the month
- Accounts receivable **decreased** \$8,400 on an increase in collections from the tax roll notification process
- Net position **increased** by \$46,300

Sewer

- Balance sheet **increased** \$900 from September 2020
- The utility paid its semi-annual interest payment on the 2003 Clean Water Fund loan during the month which was due on November 1.

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** \$240,895, or 2.8% from September 2020 primarily from an increase in customer collections
- Received interest and distributions of \$5,500 and recorded an unrealized **negative** market adjustment of \$12,300, along with \$500 in management fees, resulting in a net portfolio **loss** of \$7,300 for the month.
- Total interest and investment income earned on all accounts for the month was \$6,300 and \$95,500 year-to-date

OTHER FINANCIAL MATTERS

Tax Roll Process

The utility mailed 725 tax roll notice letters to customers on October 15, 2020 notifying them of the tax roll timeline and process in accordance with Wisconsin State statutes. As of November 1, 2020, 223 customers were assessed a 10% penalty on their outstanding balance which amounted to \$8,100 in delinquency fees. The outstanding balances of \$89,000 (including penalty) were transferred to the tax roll on November 15, 2020 and will be remitted to the utility in late December 2020 or early January 2021.

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

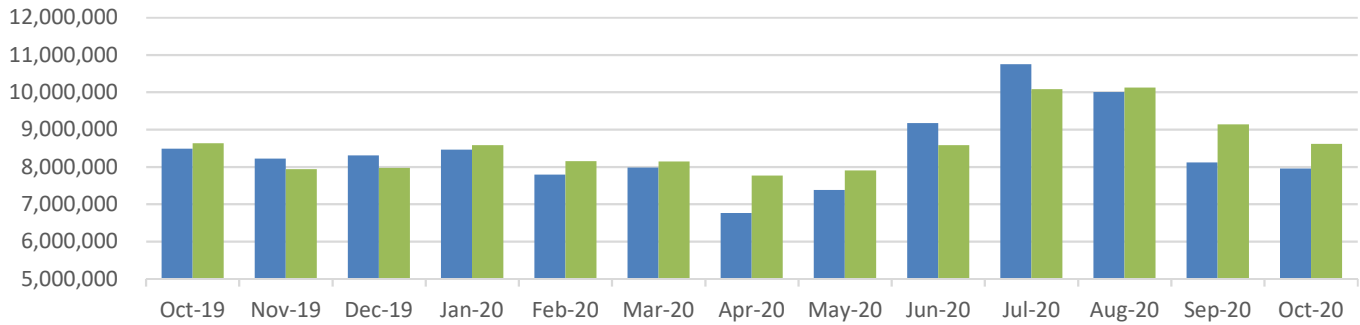
Waupun Utilities											
Construction and Plant Additions Summary											
October 2020											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ 611	\$ 30,879	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,879	\$ 10,000
Overhead and underground conductor and devices	507	23,981	10,000	-	-	-	-	-	-	23,981	10,000
Transformers	-	58,309	70,000	-	-	-	-	-	-	58,309	70,000
Overhead and Underground Services	4,284	20,980	15,000	-	-	-	-	-	-	20,980	15,000
LED street lighting	6,611	34,740	50,000	-	-	-	-	-	-	34,740	50,000
Voltage conversion	-	241	15,000	-	-	-	-	-	-	241	15,000
Rebuild overhead line	-	5,408	155,000	-	-	-	-	-	-	5,408	155,000
Underground wire and equipment upgrade	-	-	25,000	-	-	-	-	-	-	-	25,000
CIAC - Work Invoiced to Customer / Others	32,798	115,212	-	-	-	-	-	-	-	115,212	-
City of Waupun - Shared Services	113	2,247	-	-	-	-	-	328	-	2,574	-
Harris Lift Station reconfiguration	-	-	-	-	-	169,000	-	-	-	-	169,000
CIPP Sewer lining	-	-	-	-	41,383	40,000	-	-	-	41,383	40,000
Meters	-	5,237	6,000	-	-	-	-	13,310	11,500	18,547	17,500
WWTP Phosphorus Upgrade Engineering	-	-	-	11,570	1,899,074	1,914,000	-	-	-	1,899,074	1,914,000
WWTP Construction Upgrade - ABNR	-	-	-	7,500	7,500	-	-	-	-	7,500	-
Services / Laterals	-	-	-	-	-	-	-	-	-	-	-
Hydrants	-	-	-	-	-	-	-	-	10,000	-	10,000
TOTAL CONSTRUCTION	\$ 44,924	\$ 297,233	\$ 356,000	\$ 19,070	\$ 1,947,957	\$ 2,123,000	\$ -	\$ 13,638	\$ 21,500	\$ 2,258,828	\$ 2,500,500
CARRYOVER PROJECTS:											
Newton/Rock Avenue Engineering	-	-	-	-	26,847	25,000	-	23,873	25,000	50,720	50,000
2019 Madison St Engineering & Construction - Phase 1	-	-	-	-	1,112,880	1,148,100	-	1,246,149	1,442,500	2,359,030	2,590,600
2020 Madison St Engineering & Construction - Phase 2	-	-	-	-	4,000	-	-	4,000	-	8,000	-
PLANT ADDITIONS:	Electric			Sewer			Water			Total	
Description	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Server Replacement	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ 12,000
Accounting software upgrade	-	-	5,000	-	-	5,000	-	-	5,000	-	15,000
SCADA software and computer upgrade	-	12,126	12,000	10,795	44,733	39,500	8,385	26,851	33,500	83,710	85,000
Backyard machine replacement	-	91,730	105,000	-	-	-	-	-	-	91,730	105,000
Replace wire cutter/hydraulic press tool	-	-	2,900	-	-	-	-	-	-	-	2,900
Valve turner	-	-	-	-	-	-	-	33,086	35,000	33,086	35,000
Leak detection loggers / Submersible pump	-	-	-	-	-	-	-	4,000	7,000	4,000	7,000
Water treatment plant - equipment replacement	-	-	-	-	-	-	-	-	5,000	-	5,000
Shaler lift station - control panel	-	-	-	-	-	14,000	-	-	-	-	14,000
Digester building equipment replacement	-	-	-	-	-	86,500	-	-	-	-	86,500
Blower building equipment replacement	-	-	-	-	10,184	7,000	-	-	-	10,184	7,000
Filter building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Alliant Area 4 Purchase	-	174,183	-	-	-	-	-	-	-	174,183	-
Grit/Screen building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Other equipment replacement	-	-	-	-	7,079	7,500	-	-	-	7,079	7,500
TOTAL PLANT ADDITIONS	\$ -	\$ 278,038	\$ 128,900	\$ 10,795	\$ 61,996	\$ 163,500	\$ 8,385	\$ 63,937	\$ 89,500	\$ 403,971	\$ 381,900

Sales and Revenues Dashboard - Oct 2020

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	7,957,649	↓ -7.7%	↓ -3.1%	Power Costs	\$ 550,064	↓ -3.5%	↓ -4.4%
Revenues	\$ 717,547	↓ -4.7%	↓ -2.5%	Gross Margin	\$ 167,483	↓ -8.6%	↑ 5.0%

kWhs Sold

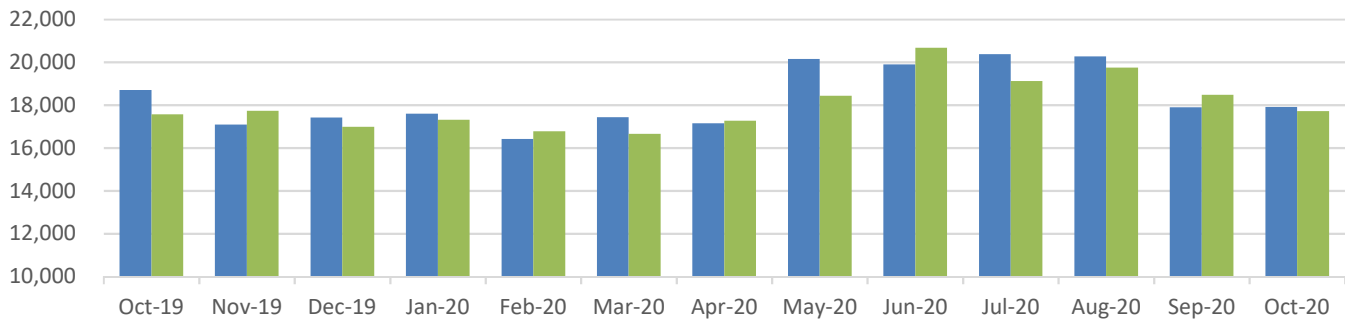
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	17,920	↑ 1.1%	↑ 1.6%	Revenues	\$ 142,303	↑ 0.6%	↑ 1.1%

Water Cubic Feet (100's) Sold

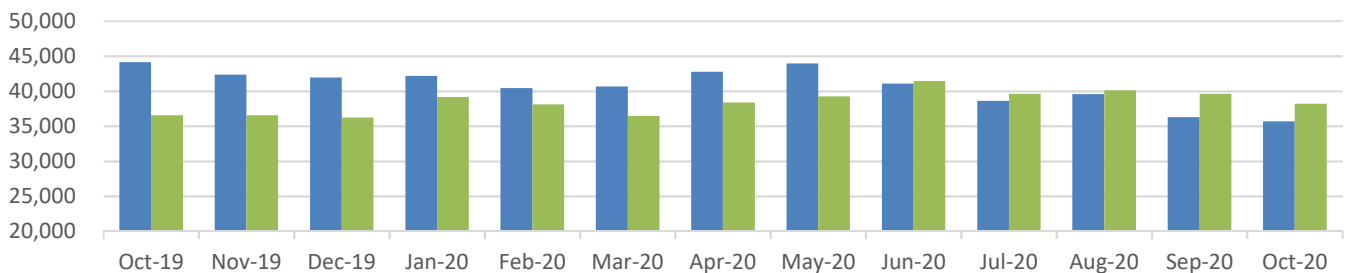
■ Actual ■ Budgeted



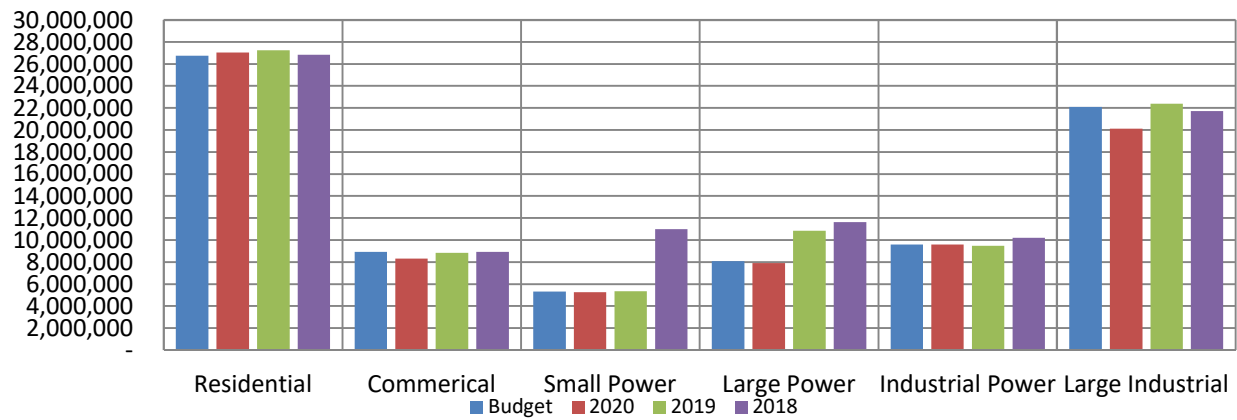
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	35,686	↓ -6.6%	↑ 2.8%	Revenues	\$ 156,394	↓ -11.2%	↑ 2.2%

Sewer Cubic Feet (100's) Treated

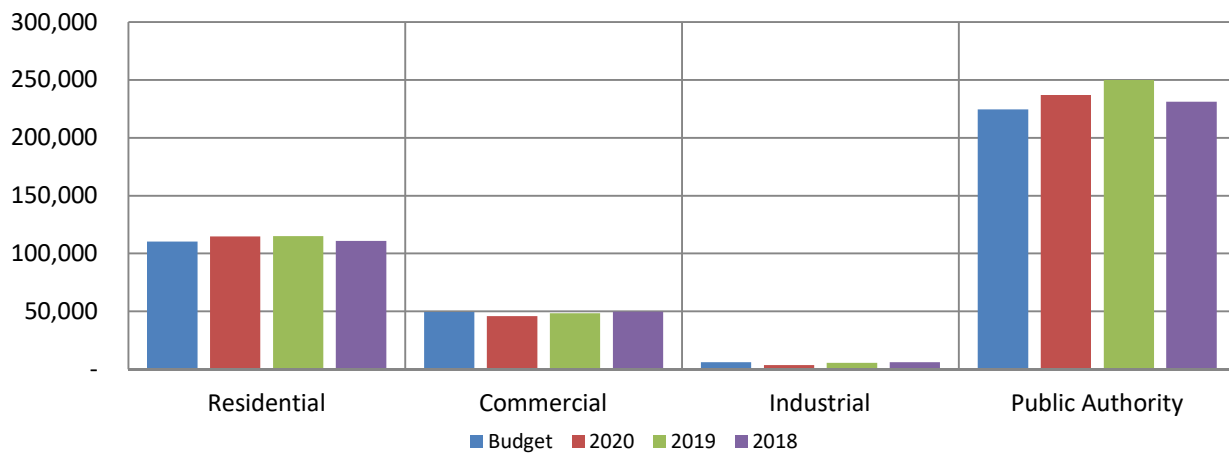
■ Actual ■ Budgeted



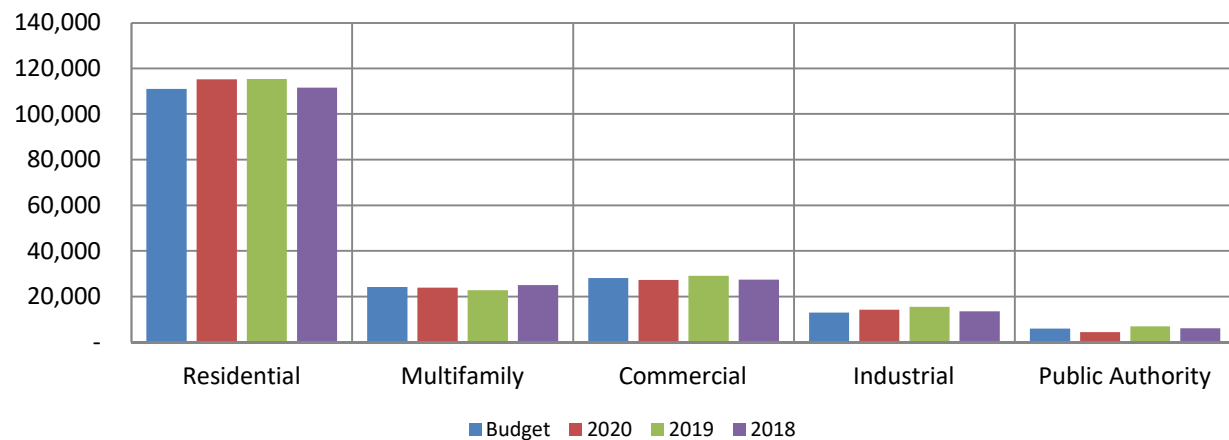
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Oct 2018	Oct 2019	Oct 2020
Sales of Electricity	\$ 10,116,072	\$ 9,766,429	\$ 9,419,060
Purchased Power	8,050,432	7,733,839	7,353,037
Gross Margin	2,065,640	2,032,590	2,066,023
	20.4%	20.8%	21.9%
Other Operating Revenues	92,450	103,769	91,221
Operating Expenses			
Distribution expense	290,015	361,416	351,806
Customer accounts expense	116,155	117,011	129,347
Advertising expense	(2,066)	939	345
Administrative & general expense	384,371	420,958	417,834
Total operating expenses	788,475	900,323	899,332
Other Operating Expenses			
Depreciation expense	578,538	588,562	601,694
Taxes	348,903	347,620	353,943
Total other operating expenses	927,441	936,182	955,637
Operating Income	442,174	299,853	302,275
Other Income (Expense)			
Capital contributions	155,068	93,849	22,649
Interest expense	(36,115)	(32,153)	(39,544)
Amortization of debt-related costs	(18,376)	(17,306)	(30,621)
Other	58,228	16,623	(11,162)
Total other income (expense)	158,805	61,012	(58,678)
Net Income	\$ 600,979	\$ 360,865	\$ 243,598

Regulatory Operating Income	529,440	363,782	405,871
Rate of Return	6.49	4.37	4.83
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	3.0	4.5	4.6
Months of Unrestricted Cash on Hand	2.2	2.4	2.9
Equity vs Debt	0.86	0.87	0.89
Asset Utilization	0.50	0.51	0.52
Combined E&W Debt Coverage	3.10	3.17	2.63
Minimum Required Coverage	1.25	1.25	1.25

Note 1 - Electric rates increased September 2016.

Definitions

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

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

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

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

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

Debt Coverage - Earnings coverage of annual debt service. Must exceed 1.25

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Electric Utility
For the Period Ended Oct, 31 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,419,060	\$ 7,981,901	\$ 8,187,410	\$ (205,509)
Purchased Power	7,353,037	6,259,276	6,546,459	(287,183)
Gross Margin	2,066,023	1,722,625	1,640,951	81,674
	21.9%	21.6%	20.0%	
Other Operating Revenues	91,221	73,278	83,190	(9,912)
Operating Expenses				
Distribution expense	351,806	305,752	355,405	(49,653)
Customer accounts expense	129,347	102,686	89,880	12,806
Advertising expense	345	145	1,330	(1,185)
Administrative & general expense	417,834	311,073	324,730	(13,657)
Total operating expenses	899,332	719,656	771,345	(51,689)
Other Operating Expenses				
Depreciation expense	601,694	502,030	491,790	10,240
Taxes	353,943	302,682	299,670	3,012
Total other operating expenses	955,637	804,712	791,460	13,252
Operating Income	302,275	271,535	161,336	110,199
Other Income (Expense)				
Capital contributions	22,649	15,835	-	15,835
Interest expense	(39,544)	(31,914)	(31,050)	(864)
Amortization of debt-related costs	(30,621)	(6,761)	(18,536)	11,775
Other	(11,162)	(16,999)	(3,330)	(13,669)
Total other income (expense)	(58,678)	(39,839)	(52,916)	13,077
Net Income	\$ 243,598	\$ 231,696	\$ 108,420	\$ 123,276

	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019
Operating Revenues	\$ 717,547	\$ 828,989	\$ 980,998	\$ 1,043,420	\$ 899,648	\$ 742,398	\$ 624,264	\$ 706,940	\$ 700,877	\$ 736,820	\$ 720,989	\$ 716,170	\$ 748,348
Purchased Power	550,064	669,840	800,564	849,687	720,390	579,587	460,334	540,853	527,569	560,387	545,553	548,208	574,387
Gross Margin	167,483	159,149	180,433	193,733	179,258	162,810	163,930	166,087	173,309	176,433	175,436	167,961	173,961
	23.3%	19.2%	18.4%	18.6%	19.9%	21.9%	26.3%	23.5%	24.7%	23.9%	24.3%	23.5%	23.2%
Other Operating Revenues	9,411	6,923	6,973	6,969	6,891	6,857	6,813	6,900	7,962	7,577	9,288	8,655	8,445
Operating Expenses													
Distribution expense	11,729	17,173	39,927	39,928	28,198	25,191	22,349	44,574	38,112	38,570	3,870	42,184	28,063
Customer accounts expense	11,420	8,806	8,935	11,298	9,758	9,856	8,203	9,875	12,379	12,155	16,293	10,368	11,251
Advertising expense	(7,946)	8,339	453	(12,176)	2,934	6,392	-	1,000	450	700	200	-	-
Administrative & general expense	31,936	27,380	25,179	30,267	23,325	24,632	29,646	43,151	26,356	49,201	72,480	34,281	33,678
Total operating expenses	47,140	61,698	74,495	69,317	64,214	66,071	60,198	98,601	77,297	100,626	92,843	86,833	72,992
Other Operating Expenses													
Depreciation expense	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,546	49,118	49,118
Taxes	43,441	27,161	27,655	28,911	27,739	27,111	34,223	28,229	27,678	30,534	23,767	27,494	30,340
Total other operating expenses	93,644	77,364	77,858	79,114	77,942	77,314	84,426	78,432	77,881	80,737	74,313	76,612	79,458
Operating Income	36,110	27,011	35,053	52,271	43,993	26,284	26,120	(4,046)	26,093	2,647	17,568	13,172	29,956
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	15,835	-	6,814	-	-
Interest expense	(2,675)	(8,246)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(5,005)	(2,624)	(2,624)
Amortization of debt-related costs	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(22,433)	(1,427)	(1,427)
Other	(1,115)	(68)	945	425	20,900	3,417	5,011	(58,566)	8,909	3,143	1,917	3,920	2,814
Total other income (expense)	(4,466)	(8,989)	(2,356)	(2,875)	17,600	116	1,710	(61,866)	21,444	(157)	(18,707)	(131)	(1,237)
Net Income	\$ 31,644	\$ 18,022	\$ 32,698	\$ 49,396	\$ 61,593	\$ 26,400	\$ 27,830	\$ (65,912)	\$ 47,536	\$ 2,490	\$ (1,139)	\$ 13,041	\$ 28,719

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

WATER	Oct 2018	Oct 2019	Oct 2020
Operating Revenues	\$ 2,575,430	\$ 2,613,480	\$ 2,593,274
Operating Expenses			
Source of supply expenses	52,769	625	44,781
Pumping expenses	94,271	90,703	81,509
Water treatment expenses	189,966	175,787	171,641
Transmission & distribution expenses	286,345	296,280	246,304
Customer accounts expenses	112,847	111,890	111,573
Administrative & general expense	246,744	247,702	298,667
Total operating expenses	982,942	922,987	954,475
Other Operating Expenses			
Depreciation expense	554,240	537,874	575,435
Taxes	380,269	382,517	378,619
Total other operating expenses	934,509	920,391	954,054
Operating Income	657,979	770,103	684,744
Other Income (Expense)			
Capital contributions from customers and municipal	383,082	67,178	-
Interest expense	(136,209)	(134,013)	(155,915)
Amortization of debt-related costs	(53,284)	(58,932)	(106,562)
Other	19,829	27,224	9,837
Total other income (expense)	213,418	(98,542)	(252,640)
Net Income	\$ 871,398	\$ 671,561	\$ 432,104
Regulatory Operating Income	715,869	815,964	745,055
Rate of Return	5.22	5.97	5.56
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	32.56	33.14	52.71
Months of Unrestricted Cash on Hand	8.54	8.22	13.39
Equity vs Debt	0.68	0.69	0.72
Asset Utilization	0.34	0.36	0.38

Note 1 - Water rates increased May 2012.

Definitions

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

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Water Utility
For the Period Ended Oct 31, 2020

WATER

	Last 12 Months	YTD 2020	YTD Budget	Difference
Operating Revenues	\$ 2,593,274	\$ 2,172,353	\$ 2,158,304	\$ 14,049
Operating Expenses				
Source of supply expenses	44,781	44,666	67,330	(22,664)
Pumping expenses	81,509	67,630	78,880	(11,250)
Water treatment expenses	171,641	147,638	171,500	(23,862)
Transmission & distribution expenses	246,304	186,846	219,700	(32,854)
Customer accounts expenses	111,573	94,598	89,770	4,828
Administrative & general expense	298,667	225,221	192,470	32,751
Total operating expenses	954,475	766,599	819,650	(53,051)
Other Operating Expenses				
Depreciation expense	575,435	492,012	462,000	30,012
Taxes	378,619	318,184	317,500	684
Total other operating expenses	954,054	810,196	779,500	30,696
Operating Income	684,744	595,558	559,154	36,404
Other Income (Expense)				
Capital contributions	-	-	-	-
Interest expense	(155,915)	(124,735)	(127,070)	2,335
Amortization of debt-related costs	(106,562)	(17,698)	(55,282)	37,584
Other	9,837	5,954	7,920	(1,966)
Total other income (expense)	(252,640)	(136,479)	(174,432)	37,953
Net Income	\$ 432,104	\$ 459,079	\$ 384,722	\$ 74,357

WATER

	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019
Operating Revenues	\$ 214,389	\$ 217,636	\$ 225,251	\$ 226,155	\$ 223,349	\$ 225,189	\$ 210,519	\$ 211,212	\$ 206,309	\$ 212,343	\$ 210,684	\$ 210,237	\$ 217,066
Operating Expenses													
Source of supply expenses	-	-	18	-	-	-	1,015	35,148	8,485	-	115	-	-
Pumping expenses	6,002	6,030	6,553	6,518	6,253	6,884	7,057	7,354	7,474	7,505	7,166	6,713	6,635
Water treatment expenses	14,529	15,935	15,409	12,854	13,244	14,199	16,195	18,171	13,668	13,435	13,632	10,371	17,263
Transmission & distribution expenses	16,016	20,121	28,996	38,911	21,203	16,105	9,097	11,692	9,998	14,706	20,653	38,804	16,080
Customer accounts expenses	10,414	7,796	7,944	10,349	8,742	8,597	7,417	8,946	12,199	12,194	7,026	9,949	10,585
Administrative & general expense	25,094	21,803	18,507	24,048	18,685	18,032	21,364	27,156	19,148	31,386	55,422	18,024	20,387
Total operating expenses	72,055	71,686	77,428	92,681	68,127	63,818	62,144	108,466	70,971	79,225	104,015	83,862	70,950
Other Operating Expenses													
Depreciation expense	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	38,159	45,265	45,265
Taxes	34,672	31,419	31,430	32,100	31,646	31,093	31,140	31,053	31,729	31,903	31,032	29,402	29,548
Total operating expenses	83,873	80,620	80,631	81,301	80,847	80,294	80,342	80,254	80,930	81,104	69,191	74,666	74,813
Operating Income	58,461	65,331	67,192	52,173	74,375	81,077	68,033	22,493	54,408	52,014	37,478	51,709	71,302
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(10,488)	(35,071)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(19,591)	(11,589)	(11,589)
Amortization of debt-related costs	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(84,725)	(4,138)	(4,138)
Other	122	124	140	169	231	395	919	1,238	1,265	1,350	1,421	2,462	1,654
Total other income (expense)	(12,136)	(36,716)	(11,527)	(11,498)	(11,436)	(11,271)	(10,748)	(10,429)	(10,402)	(10,317)	(102,896)	(13,265)	(14,074)
Net Income	\$ 46,325	\$ 28,615	\$ 55,665	\$ 40,675	\$ 62,939	\$ 69,806	\$ 57,286	\$ 12,064	\$ 44,006	\$ 41,697	\$ (65,418)	\$ 38,443	\$ 57,228

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

SEWER	Oct 2018	Oct 2019	Oct 2020
Operating Revenues	\$ 2,397,930	\$ 2,404,753	\$ 2,457,047
Operating Expenses			
WWTP operation expenses	380,243	385,684	360,441
Laboratory expenses	60,710	76,708	77,731
Maintenance expenses	447,938	442,598	403,017
Customer accounts expenses	145,879	151,660	151,304
Administrative & general expenses	423,730	385,496	448,472
Total operating expenses	1,458,500	1,442,147	1,440,965
Other Operating Expenses			
Depreciation expense	676,742	673,983	705,685
Total other operating expenses	676,742	673,983	705,685
Operating Income	262,688	288,624	310,398
Other Income (Expense)			
Interest expense	(72,021)	(55,293)	(45,820)
Capital contributions	342,072	63,390	-
Other	42,518	171,201	41,365
Total other income (expense)	312,570	179,298	(4,455)
Net Income	\$ 575,258	\$ 467,922	\$ 305,943

Operating Income (excluding GASB 68 & 75)	293,808	308,370	348,601
Rate of Return	1.94	2.32	2.68
Current Ratio	23.50	61.41	196.54
Months of Unrestricted Cash on Hand	6.99	15.38	21.89
Equity vs Debt	0.85	0.90	0.81
Asset Utilization	0.48	0.50	0.52

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 Oct 31, 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,457,047	\$ 2,044,766	\$ 2,006,123	\$ 38,643
Operating Expenses				
WWTP operation expenses	360,441	297,884	317,770	(19,886)
Laboratory expenses	77,731	65,960	53,620	12,340
Maintenance expenses	403,017	315,627	349,750	(34,123)
Customer accounts expenses	151,304	125,693	133,330	(7,637)
Administrative & general expenses	448,472	344,692	307,874	36,817
Total operating expenses	1,440,965	1,149,855	1,162,344	(12,489)
Other Operating Expenses				
Depreciation expense	705,685	601,103	571,220	29,883
Total other operating expenses	705,685	601,103	571,220	29,883
Operating Income	310,398	293,808	272,559	21,249
Non-operating Income (Expense)				
Interest Expense	(45,820)	(37,071)	(33,340)	(3,731)
Capital contributions	-	-	-	-
Other	41,365	30,264	32,080	(1,816)
Total other income (expense)	(4,455)	(6,808)	(1,260)	(5,548)
Net Income	\$ 305,943	\$ 287,000	\$ 271,299	\$ 15,701

	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019
SEWER													
Operating Revenues	\$ 185,810	\$ 185,610	\$ 207,307	\$ 197,710	\$ 209,481	\$ 229,858	\$ 222,270	\$ 209,064	\$ 191,422	\$ 206,234	\$ 202,412	\$ 209,870	\$ 215,215
Operating Expenses													
WWTP operation expenses	29,125	37,862	38,061	32,575	22,600	41,685	24,650	27,175	24,398	19,754	37,904	24,653	19,411
Laboratory expenses	6,568	9,748	4,405	6,091	6,590	8,964	5,222	5,172	5,227	7,973	3,501	8,270	5,566
Maintenance expenses	28,630	37,003	23,423	42,314	18,055	43,042	18,255	48,256	42,270	14,380	32,598	54,792	21,627
Customer accounts expenses	13,737	11,163	11,244	(6,593)	15,439	15,291	14,142	15,560	18,054	17,658	12,626	12,985	13,868
Administrative & general expense	40,914	35,317	30,921	41,003	24,291	34,270	30,720	38,614	29,055	39,585	76,089	27,692	29,438
Total operating expenses	118,973	131,094	108,053	115,390	86,976	143,251	92,989	134,776	119,003	99,350	162,718	128,392	89,910
Other Operating Expenses													
Depreciation expense	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	48,175	56,406	56,406
Total other operating expenses	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	48,175	56,406	56,406
Operating Income	6,726	(5,594)	39,144	22,210	62,395	26,496	69,171	14,178	12,308	46,773	(8,481)	25,071	68,899
Other Income (Expense)													
Interest expense	2,295	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	(5,331)	(37,702)	3,205	1,435	7,414	10,921	14,976	7,332	19,190	8,823	5,444	5,658	8,236
Total other income (expense)	(3,035)	(42,076)	(1,169)	(2,939)	3,040	6,547	10,602	2,958	14,816	4,449	1,070	1,283	3,861
Net Income	\$ 3,691	\$ (47,671)	\$ 37,975	\$ 19,271	\$ 65,435	\$ 33,043	\$ 79,773	\$ 17,135	\$ 27,124	\$ 51,223	\$ (7,411)	\$ 26,354	\$ 72,760

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Oct 2018	Oct 2019	Oct 2020	Sept 2020	Change
Cash and investments - unrestricted	\$ 1,680,686	\$ 1,812,375	\$ 2,064,412	\$ 1,969,824	\$ 94,588
Cash and investments - restricted	201,822	206,612	115,369	98,945	16,424
Receivables	824,266	921,667	957,615	1,058,966	(101,351)
Materials and supplies	238,833	192,581	228,148	230,249	(2,101)
Other assets	57,511	67,019	110,287	122,283	(11,996)
Plant - net of accumulated depreciation	9,396,408	9,184,525	9,089,262	9,094,546	(5,283)
Deferred outflows of resources	277,060	482,730	408,536	408,536	-
Total Assets	12,676,586	12,867,509	12,973,630	12,983,349	(9,719)
Accounts payable	643,343	599,240	648,335	699,717	(51,382)
Payable to sewer utility	176,365	-	-	-	-
Interest accrued	5,694	5,027	5,350	2,675	2,675
Accrued benefits	304,183	88,249	85,326	83,076	2,250
Deferred inflows of resources	191,585	718,211	732,779	727,684	5,095
Long-term debt	1,432,760	1,268,540	1,070,000	1,070,000	-
Net Position	9,922,656	10,188,242	10,431,840	10,400,196	31,644
Total Liabilities & Net Position	\$ 12,676,586	\$ 12,867,509	\$ 12,973,630	\$ 12,983,349	\$ (9,719)
WATER	Oct 2018	Oct 2019	Oct 2020	Sept 2020	Change
Cash and investments - unrestricted / designated	\$ 970,166	\$ 893,825	\$ 1,487,482	\$ 1,423,810	\$ 63,672
Cash and investments - restricted	541,661	620,253	301,027	255,541	45,486
Receivables	182,183	242,850	252,177	260,614	(8,436)
Materials and supplies	58,503	55,908	56,980	53,045	3,935
Other assets	293,226	227,158	198,505	205,483	(6,978)
Plant - net of accumulated depreciation	15,473,079	16,247,076	15,804,273	15,846,881	(42,608)
Deferred outflows of resources	149,936	243,359	204,803	204,803	-
Total Assets	17,668,754	18,530,429	18,305,248	18,250,178	55,070
Accounts payable	13,919	11,959	12,028	13,017	(989)
Interest accrued	21,476	22,342	20,976	10,488	10,488
Accrued benefits	151,447	46,840	48,959	47,626	1,333
Deferred inflows of resources	87,854	353,723	464,804	466,892	(2,088)
Long-term debt	5,403,652	5,484,188	4,715,000	4,715,000	-
Net Position	11,990,406	12,611,376	13,043,480	12,997,155	46,325
Total Liabilities & Net Position	\$ 17,668,754	\$ 18,530,429	\$ 18,305,248	\$ 18,250,178	\$ 55,070
SEWER	Oct 2018	Oct 2019	Oct 2020	Sept 2020	Change
Cash and investments - unrestricted	\$ 849,158	\$ 1,848,937	\$ 2,629,138	\$ 2,626,495	\$ 2,643
Cash and investments - restricted	4,031,370	2,135,258	2,189,689	2,171,608	18,082
Receivables	203,103	233,502	211,614	212,146	(532)
Receivable from electric utility	177,281	-	-	-	-
Materials and supplies	9,230	8,500	7,866	7,983	(117)
Advances to other funds	428,440	428,440	328,440	328,440	-
Other assets	30,367	(5,921)	15,486	16,960	(1,475)
Plant - net of accumulated depreciation	13,639,441	14,714,117	15,843,314	15,879,164	(35,850)
Deferred outflows of resources	197,765	329,543	278,275	278,275	-
Total Assets	19,566,156	19,692,377	21,503,822	21,521,071	(17,248)
Accounts payable	12,539	10,945	11,350	13,218	(1,867)
Interest accrued	32,237	22,967	3,104	23,509	(20,405)
Accrued benefits	148,478	61,691	65,369	64,036	1,333
Deferred inflows of resources	116,026	459,328	446,263	446,263	-
Long-term debt	2,019,629	1,532,153	3,066,500	3,066,500	-
Net Position	17,237,248	17,605,293	17,911,236	17,907,545	3,691
Total Liabilities & Net Position	\$ 19,566,156	\$ 19,692,377	\$ 21,503,822	\$ 21,521,071	\$ (17,248)

Monthly Dashboard - Cash & Investments						October 2020	
Account	Restrictions	Oct 2020	Sept 2020	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 545,159	\$ 433,032	\$ 112,127	25.89%		
Checking - W	Unrestricted	848,431	739,396	109,036	14.75%		
Checking - S	Unrestricted	177,848	133,093	44,755	33.63%		
Reserves - E	Unrestricted	1,519,253	1,536,792	(17,539)	-1.14%		
Reserves - W	Unrestricted	172,640	268,068	(95,427)	-35.60%		
Reserves - S	Unrestricted	2,451,290	2,493,402	(42,112)	-1.69%		
P&I Redemption - E	Restricted	115,369	98,945	16,424	16.60%		
P&I Redemption - W	Restricted	301,027	255,541	45,486	17.80%		
P&I Redemption - S	Restricted	217,984	196,744	21,239	10.80%		
Depreciation - E	Restricted	-	-	-	#DIV/0!		
Depreciation - W	Restricted	-	-	-	#DIV/0!		
ERF - Water Plant	Designated	466,410	416,347	50,064	12.02%		
ERF - WWTP	Restricted	1,971,706	1,974,863	(3,157)	-0.16%		
		\$ 8,787,118	\$ 8,546,223	\$ 240,895	2.82%		
Unrestricted and Designated		\$ 6,181,033	\$ 6,020,129	\$ 160,903	2.67%		
	Restricted	\$ 2,606,085	\$ 2,526,094	\$ 79,992	3.17%		

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: Jeff Stanek, CPA, Finance Director
DATE: January 11, 2021
SUBJECT: November 2020 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility continued construction on the underground feeder relocation at the WWTP in the amount of \$59,300. This work is necessary to remove existing overhead lines at the WWTP in preparation for construction early in 2021. The sewer and water utilities had minimal construction activity for the month.

MONTHLY OPERATING RESULTS – November 2020 Monthly and Year-To-Date (YTD)

Sales

Electric

- Monthly kWh sales were **3.3% below** budget & **5.3% lower** than November 2019 sales on lower residential, small and large power sales
- YTD kWh sales were **3.1% below** budget & **6.6% lower** than November 2019 YTD actual sales

Water

- Monthly sales units of 100 cubic feet were **1.0% above** budget & **1.8% higher** than November 2019 sales; usage increase in residential and industrial and decrease in commercial
- YTD water sales were **1.6% above** budget & **2.1% lower** than November 2019 YTD actual sales

Sewer

- Monthly sales units of 100 cubic feet were **7.8% below** budget & **17.0% lower** than November 2019 sales due to lower public authority volume.
- YTD sewer sales are **5.3% lower** than November 2019 YTD actual sales

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$243,900 and \$343,100 respectively, due to lower than budgeted demand and overall lower purchased power costs
- Gross margin was \$99,200 **above** budget
- Operating expenses were \$61,400 **below** budget primarily due to lower distribution expenses attributed cut-backs from COVID-19 project delays during the 1st quarter of 2020.
- Operating income was \$315,000 or \$142,700 **above** budget from lower power costs and the reduction in distribution expenses
- Net income was \$272,500 or \$158,500 **above** budget primarily from higher gross margins from lower purchased power costs.

Water

- Operating revenues were \$13,200 **above** budget due to overall slightly higher consumption
- Operating expenses were \$41,900 **below** budget due to fewer project and material requirements during the COVID-19 period in the 1st quarter of 2020
- Operating income was \$639,000 or \$22,000 **above** budget
- Net income was \$490,300 or \$65,500 **above** budget

Sewer

- Operating revenues were \$16,800 **above** budget on strong public authority treatment charges from the 2nd quarter of 2020
- Operating expenses were \$11,700 **above** budget on higher administrative expense allocations
- Operating income was \$270,400 or \$27,800 **below** budget
- Net income was \$262,200 or \$34,600 **below** budget on higher operating expenses including depreciation

Balance Sheets

Electric

- Balance sheet **increased** \$12,400 from October 2020
- Unrestricted cash **increased** \$13,500
- Accounts receivable **decreased** \$3,500 from lower sales for the month
- Accounts payable **decreased** \$28,400 on lower purchased power expense

Water

- Balance sheet **increased** \$42,000 from October 2020
- Total unrestricted and restricted cash **increased** \$110,500 as a result of an increase in collections and lower operating costs for the month
- Accounts receivable **decreased** \$10,600
- Net position **increased** by \$31,200

Sewer

- Balance sheet **decreased** \$21,100 from October 2020
- Unrestricted cash **increased** \$9,500 primarily from a \$12,600 **decrease** in accounts receivable

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 **decreased** \$187,500, or 2.1% from October 2020 primarily from debt payments made in November
- Received interest and distributions of \$8,500 and recorded an unrealized **negative** market adjustment of \$4,300, along with \$600 in management fees, resulting in a net portfolio **gain** of \$3,600 for the month.
- Total interest and investment income earned on all accounts for the month was \$4,200 and \$99,600 year-to-date

OTHER FINANCIAL MATTERS

Re-Establishment of Late Payment Penalties

Beginning January 1, 2021, the Utilities will reinstate the application of late payment penalties to overdue customer balances in accordance with our current PSCW rate orders and regulations. Previously the utilities had suspended late payment penalties to comply with PSCW guidelines surrounding COVID-19 which was lifted beginning in August 2020. We continued the suspension through the remainder of the year to ease the burden on our ratepayers. It should be noted that many of our peer utilities reinstated the fees in September 2020 as permitted by the PSC but we extended ours as a benefit to our ratepayers.

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

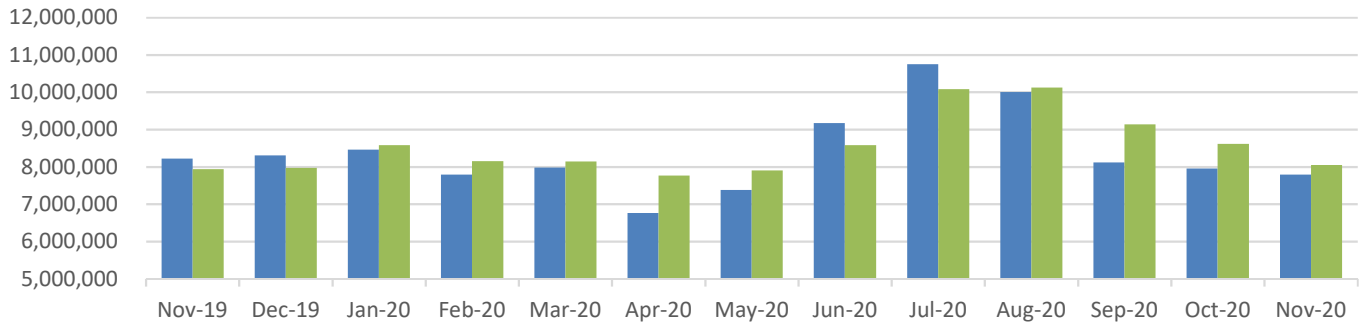
Waupun Utilities											
Construction and Plant Additions Summary											
November 2020											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ -	\$ 30,879	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,879	\$ 10,000
Overhead and underground conductor and devices	763	24,744	10,000	-	-	-	-	-	-	24,744	10,000
Transformers	17,174	75,483	70,000	-	-	-	-	-	-	75,483	70,000
Overhead and Underground Services	2,093	23,073	15,000	-	-	-	-	-	-	23,073	15,000
LED street lighting	2,258	36,998	50,000	-	-	-	-	-	-	36,998	50,000
Voltage conversion	-	241	15,000	-	-	-	-	-	-	241	15,000
Rebuild overhead line	237	5,645	155,000	-	-	-	-	-	-	5,645	155,000
Underground wire and equipment upgrade	-	-	25,000	-	-	-	-	-	-	-	25,000
CIAC - Work Invoiced to Customer / Others	58,946	176,244	-	-	-	-	-	-	-	176,244	-
City of Waupun - Shared Services	580	2,827	-	-	-	-	580	908	-	3,735	-
Harris Lift Station reconfiguration	-	-	-	-	-	169,000	-	-	-	-	169,000
CIPP Sewer lining	-	-	-	-	41,383	40,000	-	-	-	41,383	40,000
Meters	101	5,338	6,000	-	-	-	-	13,310	11,500	18,648	17,500
WWTP Phosphorus Upgrade Engineering	-	-	-	-	1,899,074	1,914,000	-	-	-	1,899,074	1,914,000
WWTP Construction Upgrade - ABNR	-	-	-	-	22,824	-	-	-	-	22,824	-
Services / Laterals	-	-	-	-	-	-	-	-	-	-	-
Hydrants	-	-	-	-	-	-	-	-	10,000	-	10,000
TOTAL CONSTRUCTION	\$ 82,152	\$ 381,471	\$ 356,000	\$ -	\$ 1,963,281	\$ 2,123,000	\$ 580	\$ 14,218	\$ 21,500	\$ 2,358,970	\$ 2,500,500
CARRYOVER PROJECTS:											
Newton/Rock Avenue Engineering	-	-	-	-	26,847	25,000	-	23,873	25,000	50,720	50,000
2019 Madison St Engineering & Construction - Phase 1	-	-	-	-	1,112,880	1,148,100	-	1,246,149	1,442,500	2,359,030	2,590,600
2020 Madison St Engineering & Construction - Phase 2	-	-	-	-	4,000	-	-	4,000	-	8,000	-
PLANT ADDITIONS:	Electric			Sewer			Water			Total	
Description	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Server Replacement	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ 12,000
Accounting software upgrade	-	-	5,000	-	-	5,000	-	-	5,000	-	15,000
SCADA software and computer upgrade	-	12,126	12,000	2,075	46,808	39,500	-	26,851	33,500	85,785	85,000
Backyard machine replacement	-	91,730	105,000	-	-	-	-	-	-	91,730	105,000
Replace wire cutter/hydraulic press tool	-	-	2,900	-	-	-	-	-	-	-	2,900
Valve turner	-	-	-	-	-	-	-	33,086	35,000	33,086	35,000
Leak detection loggers / Submersible pump	-	-	-	-	-	-	-	4,000	7,000	4,000	7,000
Water treatment plant - equipment replacement	-	-	-	-	-	-	-	-	5,000	-	5,000
Shaler lift station - control panel	-	-	-	-	-	14,000	-	-	-	-	14,000
Digester building equipment replacement	-	-	-	-	-	86,500	-	-	-	-	86,500
Blower building equipment replacement	-	-	-	-	10,184	7,000	-	-	-	10,184	7,000
Filter building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Alliant Area 4 Purchase	-	174,183	-	-	-	-	-	-	-	174,183	-
Grit/Screen building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Other equipment replacement	-	-	-	-	7,079	7,500	-	-	-	7,079	7,500
TOTAL PLANT ADDITIONS	\$ -	\$ 278,038	\$ 128,900	\$ 2,075	\$ 64,071	\$ 163,500	\$ -	\$ 63,937	\$ 89,500	\$ 406,046	\$ 381,900

Sales and Revenues Dashboard - Nov 2020

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	7,789,782	↓ -3.3%	↓ -3.1%	Power Costs	\$ 533,487	↓ -9.5%	↓ -4.8%
Revenues	\$ 702,128	↓ -5.2%	↓ -2.7%	Gross Margin	\$ 168,640	↑ 11.6%	↑ 5.5%

kWhs Sold

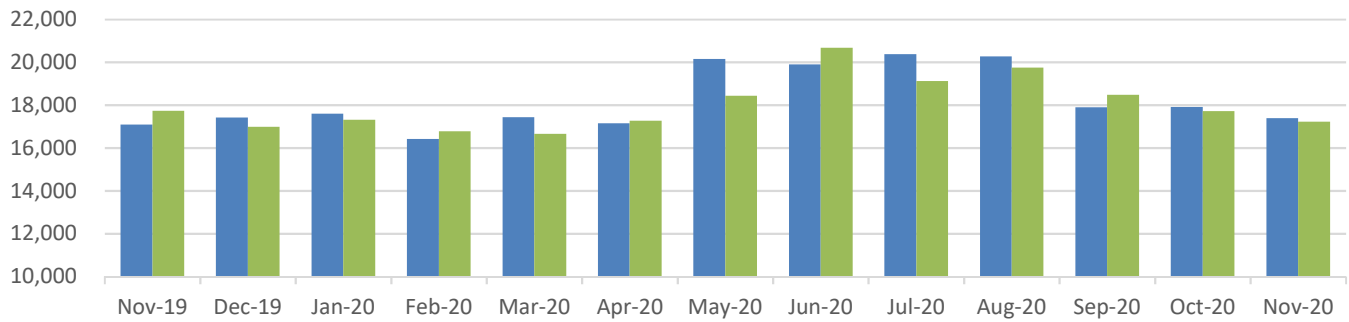
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	17,393	↑ 1.0%	↑ 1.6%	Revenues	\$ 139,326	→ 0.1%	↑ 1.0%

Water Cubic Feet (100's) Sold

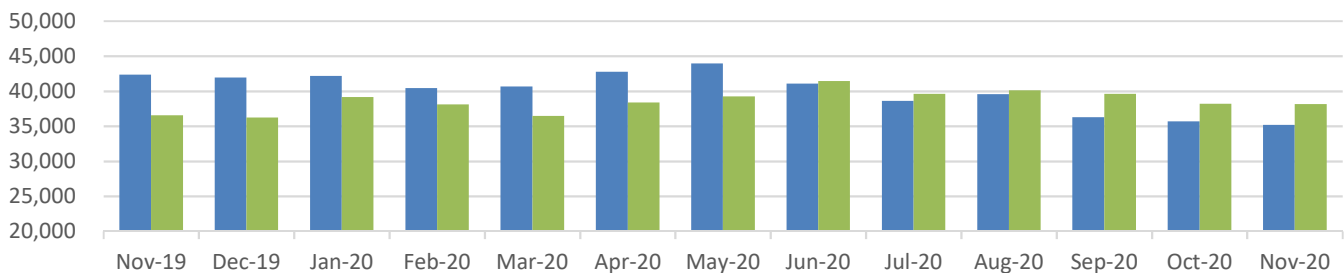
■ Actual ■ Budgeted



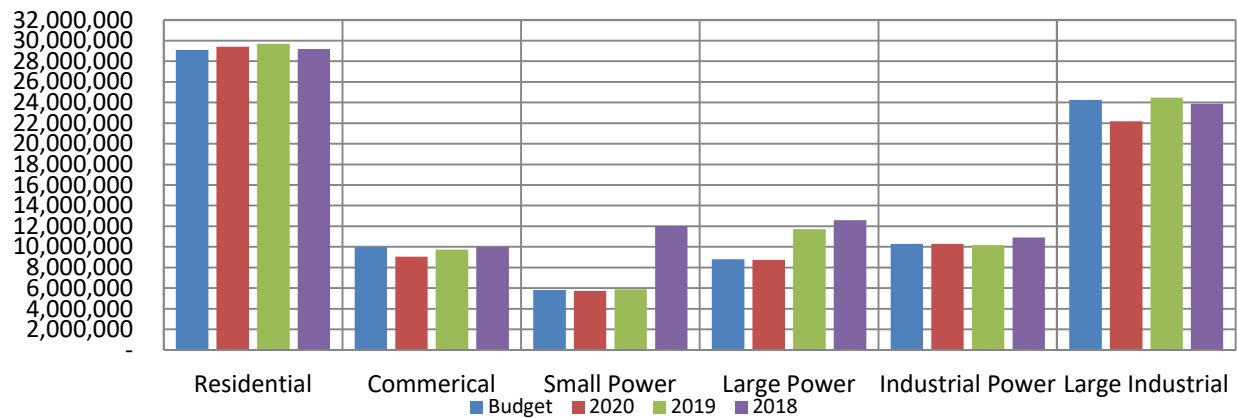
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	35,193	↓ -7.8%	↑ 1.8%	Revenues	\$ 150,685	↓ -11.1%	↑ 1.0%

Sewer Cubic Feet (100's) Treated

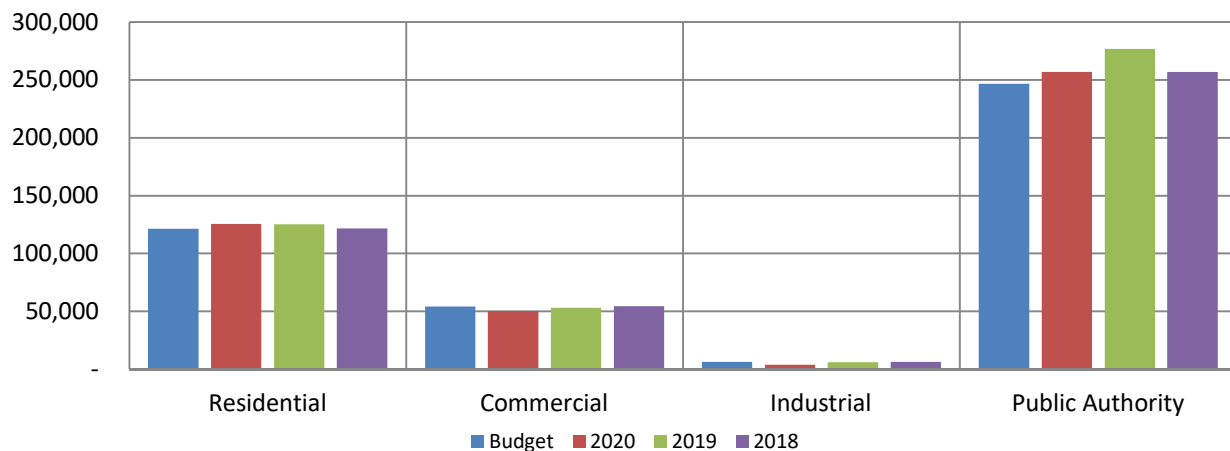
■ Actual ■ Budgeted



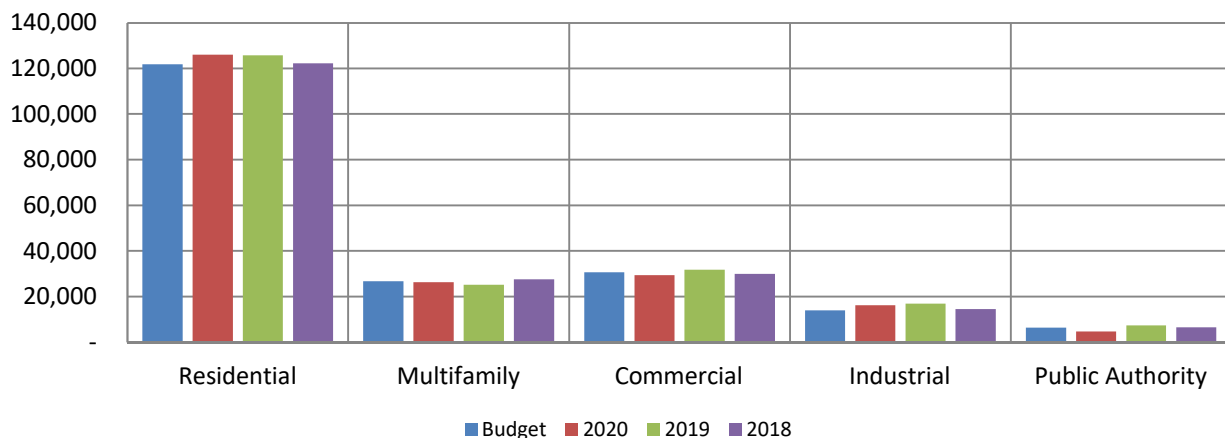
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	Nov 2018	Nov 2019	Nov 2020
Sales of Electricity	\$ 10,089,545	\$ 9,726,087	\$ 9,405,018
Purchased Power	8,011,123	7,688,816	7,338,316
Gross Margin	2,078,422	2,037,271	2,066,702
	20.6%	20.9%	22.0%
Other Operating Revenues	93,537	103,071	94,698
Operating Expenses			
Distribution expense	295,446	379,765	330,833
Customer accounts expense	115,971	118,416	127,031
Advertising expense	(1,632)	505	535
Administrative & general expense	386,486	427,302	413,598
Total operating expenses	796,271	925,987	871,998
Other Operating Expenses			
Depreciation expense	580,522	589,904	602,779
Taxes	350,343	348,442	354,026
Total other operating expenses	930,865	938,346	956,805
Operating Income	444,823	276,009	332,598
Other Income (Expense)			
Capital contributions	202,984	44,072	22,649
Interest expense	(35,791)	(31,822)	(39,594)
Amortization of debt-related costs	(18,292)	(17,216)	(29,870)
Other	(38,172)	117,925	(14,470)
Total other income (expense)	110,729	112,959	(61,285)
Net Income	\$ 555,552	\$ 388,968	\$ 271,312

Regulatory Operating Income	532,088	339,938	436,193
Rate of Return	6.21	4.08	5.22
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	3.2	4.8	4.8
Months of Unrestricted Cash on Hand	2.3	2.4	2.9
Equity vs Debt	0.86	0.88	0.90
Asset Utilization	0.50	0.51	0.52
Combined E&W Debt Coverage	3.11	3.14	2.65
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 Nov, 30 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,405,018	\$ 8,684,028	\$ 8,927,911	\$ (243,883)
Purchased Power	7,338,316	6,792,763	7,135,886	(343,123)
Gross Margin	2,066,702	1,891,265	1,792,025	99,240
	22.0%	21.8%	20.1%	
Other Operating Revenues	94,698	85,410	91,509	(6,099)
Operating Expenses				
Distribution expense	330,833	326,962	384,573	(57,611)
Customer accounts expense	127,031	110,738	98,868	11,870
Advertising expense	535	335	1,463	(1,128)
Administrative & general expense	413,598	341,119	355,696	(14,577)
Total operating expenses	871,998	779,154	840,600	(61,446)
Other Operating Expenses				
Depreciation expense	602,779	552,233	540,969	11,264
Taxes	354,026	330,259	329,637	622
Total other operating expenses	956,805	882,492	870,606	11,886
Operating Income	332,598	315,029	172,328	142,701
Other Income (Expense)				
Capital contributions	22,649	15,835	-	15,835
Interest expense	(39,594)	(34,589)	(34,155)	(434)
Amortization of debt-related costs	(29,870)	(7,437)	(20,521)	13,084
Other	(14,470)	(16,387)	(3,663)	(12,724)
Total other income (expense)	(61,285)	(42,579)	(58,339)	15,760
Net Income	\$ 271,312	\$ 272,451	\$ 113,989	\$ 158,462

	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019
Operating Revenues	\$ 702,128	\$ 717,547	\$ 828,989	\$ 980,998	\$ 1,043,420	\$ 899,648	\$ 742,398	\$ 624,264	\$ 706,940	\$ 700,877	\$ 736,820	\$ 720,989	\$ 716,170
Purchased Power	533,487	550,064	669,840	800,564	849,687	720,390	579,587	460,334	540,853	527,569	560,387	545,553	548,208
Gross Margin	168,640	167,483	159,149	180,433	193,733	179,258	162,810	163,930	166,087	173,309	176,433	175,436	167,961
	24.0%	23.3%	19.2%	18.4%	18.6%	19.9%	21.9%	26.3%	23.5%	24.7%	23.9%	24.3%	23.5%
Other Operating Revenues	12,132	9,411	6,923	6,973	6,969	6,891	6,857	6,813	6,900	7,962	7,577	9,288	8,655
Operating Expenses													
Distribution expense	21,210	11,729	17,173	39,927	39,928	28,198	25,191	22,349	44,574	38,112	38,570	3,870	42,184
Customer accounts expense	8,053	11,420	8,806	8,935	11,298	9,758	9,856	8,203	9,875	12,379	12,155	16,293	10,368
Advertising expense	190	(7,946)	8,339	453	(12,176)	2,934	6,392	-	1,000	450	700	200	-
Administrative & general expense	30,046	31,936	27,380	25,179	30,267	23,325	24,632	29,646	43,151	26,356	49,201	72,480	34,281
Total operating expenses	59,498	47,140	61,698	74,495	69,317	64,214	66,071	60,198	98,601	77,297	100,626	92,843	86,833
Other Operating Expenses													
Depreciation expense	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,203	50,546	49,118
Taxes	27,577	43,441	27,161	27,655	28,911	27,739	27,111	34,223	28,229	27,678	30,534	23,767	27,494
Total other operating expenses	77,780	93,644	77,364	77,858	79,114	77,942	77,314	84,426	78,432	77,881	80,737	74,313	76,612
Operating Income	43,494	36,110	27,011	35,053	52,271	43,993	26,284	26,120	(4,046)	26,093	2,647	17,568	13,172
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	15,835	-	6,814	-
Interest expense	(2,675)	(2,675)	(8,246)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(5,005)	(2,624)
Amortization of debt-related costs	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(676)	(22,433)	(1,427)
Other	612	(1,115)	(68)	945	425	20,900	3,417	5,011	(58,566)	8,909	3,143	1,917	3,920
Total other income (expense)	(2,739)	(4,466)	(8,989)	(2,356)	(2,875)	17,600	116	1,710	(61,866)	21,444	(157)	(18,707)	(131)
Net Income	\$ 40,755	\$ 31,644	\$ 18,022	\$ 32,698	\$ 49,396	\$ 61,593	\$ 26,400	\$ 27,830	\$ (65,912)	\$ 47,536	\$ 2,490	\$ (1,139)	\$ 13,041

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

WATER	Nov 2018	Nov 2019	Nov 2020
Operating Revenues	\$ 2,574,667	\$ 2,613,889	\$ 2,593,342
Operating Expenses			
Source of supply expenses	52,871	523	44,781
Pumping expenses	94,302	90,269	80,626
Water treatment expenses	183,596	174,301	172,992
Transmission & distribution expenses	293,534	307,129	251,263
Customer accounts expenses	113,026	113,351	108,702
Administrative & general expense	247,063	246,050	298,660
Total operating expenses	984,391	931,624	957,024
Other Operating Expenses			
Depreciation expense	554,090	537,646	579,372
Taxes	382,628	379,958	380,425
Total other operating expenses	936,719	917,604	959,797
Operating Income	653,557	764,661	676,522
Other Income (Expense)			
Capital contributions from customers and municipal	383,082	67,178	-
Interest expense	(134,985)	(134,455)	(154,814)
Amortization of debt-related costs	(53,041)	(58,670)	(104,193)
Other	20,991	28,171	7,375
Total other income (expense)	216,047	(97,777)	(251,633)
Net Income	\$ 869,604	\$ 666,884	\$ 424,889
Regulatory Operating Income	711,447	810,522	736,833
Rate of Return	5.12	5.95	5.52
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	26.04	25.14	40.21
Months of Unrestricted Cash on Hand	8.80	8.32	13.93
Equity vs Debt	0.68	0.70	0.72
Asset Utilization	0.34	0.36	0.38

Note 1 - Water rates increased May 2012.

Definitions

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

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

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

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

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

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Water Utility
For the Period Ended Nov 30, 2020

WATER

	Last 12 Months	YTD 2020	YTD Budget	Difference
Operating Revenues	\$ 2,593,342	\$ 2,382,659	\$ 2,369,453	\$ 13,206
Operating Expenses				
Source of supply expenses	44,781	44,666	67,363	(22,697)
Pumping expenses	80,626	73,460	86,768	(13,308)
Water treatment expenses	172,992	159,360	188,650	(29,290)
Transmission & distribution expenses	251,263	230,609	241,670	(11,061)
Customer accounts expenses	108,702	101,676	98,747	2,929
Administrative & general expense	298,660	243,238	211,717	31,521
Total operating expenses	957,024	853,009	894,915	(41,906)
Other Operating Expenses				
Depreciation expense	579,372	541,213	508,200	33,013
Taxes	380,425	349,392	349,250	142
Total other operating expenses	959,797	890,605	857,450	33,155
Operating Income	676,522	639,044	617,088	21,956
Other Income (Expense)				
Capital contributions	-	-	-	-
Interest expense	(154,814)	(135,223)	(139,777)	4,554
Amortization of debt-related costs	(104,193)	(19,468)	(61,228)	41,760
Other	7,375	5,954	8,712	(2,758)
Total other income (expense)	(251,633)	(148,737)	(192,293)	43,556
Net Income	\$ 424,889	\$ 490,307	\$ 424,795	\$ 65,512

WATER

	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019
Operating Revenues	\$ 210,306	\$ 214,389	\$ 217,636	\$ 225,251	\$ 226,155	\$ 223,349	\$ 225,189	\$ 210,519	\$ 211,212	\$ 206,309	\$ 212,343	\$ 210,684	\$ 210,237
Operating Expenses													
Source of supply expenses	-	-	-	18	-	-	-	1,015	35,148	8,485	-	115	-
Pumping expenses	5,830	6,002	6,030	6,553	6,518	6,253	6,884	7,057	7,354	7,474	7,505	7,166	6,713
Water treatment expenses	11,722	14,529	15,935	15,409	12,854	13,244	14,199	16,195	18,171	13,668	13,435	13,632	10,371
Transmission & distribution expenses	43,763	16,016	20,121	28,996	38,911	21,203	16,105	9,097	11,692	9,998	14,706	20,653	38,804
Customer accounts expenses	7,078	10,414	7,796	7,944	10,349	8,742	8,597	7,417	8,946	12,199	12,194	7,026	9,949
Administrative & general expense	18,017	25,094	21,803	18,507	24,048	18,685	18,032	21,364	27,156	19,148	31,386	55,422	18,024
Total operating expenses	86,410	72,055	71,686	77,428	92,681	68,127	63,818	62,144	108,466	70,971	79,225	104,015	83,862
Other Operating Expenses													
Depreciation expense	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	49,201	38,159	45,265
Taxes	31,208	34,672	31,419	31,430	32,100	31,646	31,093	31,140	31,053	31,729	31,903	31,032	29,402
Total operating expenses	80,409	83,873	80,620	80,631	81,301	80,847	80,294	80,342	80,254	80,930	81,104	69,191	74,666
Operating Income	43,486	58,461	65,331	67,192	52,173	74,375	81,077	68,033	22,493	54,408	52,014	37,478	51,709
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(10,488)	(10,488)	(35,071)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)	(19,591)	(11,589)
Amortization of debt-related costs	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(1,770)	(84,725)	(4,138)
Other	-	122	124	140	169	231	395	919	1,238	1,265	1,350	1,421	1,420
Total other income (expense)	(12,258)	(12,136)	(36,716)	(11,527)	(11,498)	(11,436)	(11,271)	(10,748)	(10,429)	(10,402)	(10,317)	(102,896)	(14,302)
Net Income	\$ 31,229	\$ 46,325	\$ 28,615	\$ 55,665	\$ 40,675	\$ 62,939	\$ 69,806	\$ 57,286	\$ 12,064	\$ 44,006	\$ 41,697	\$ (65,418)	\$ 37,402

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

SEWER	Nov 2018	Nov 2019	Nov 2020
Operating Revenues	\$ 2,398,308	\$ 2,424,774	\$ 2,424,340
Operating Expenses			
WWTP operation expenses	377,449	374,894	356,425
Laboratory expenses	63,761	76,981	77,286
Maintenance expenses	390,951	480,194	418,708
Customer accounts expenses	146,081	152,352	148,721
Administrative & general expenses	414,624	386,236	451,899
Total operating expenses	1,392,867	1,470,656	1,453,038
Other Operating Expenses			
Depreciation expense	676,252	674,716	709,389
Total other operating expenses	676,252	674,716	709,389
Operating Income	329,189	279,401	261,913
Other Income (Expense)			
Interest expense	(70,668)	(53,891)	(46,385)
Capital contributions	342,072	63,390	-
Other	59,109	165,379	39,262
Total other income (expense)	330,514	174,878	(7,123)
Net Income	\$ 659,703	\$ 454,279	\$ 254,790

Operating Income (excluding GASB 68 & 75)	360,309	299,147	300,116
Rate of Return	2.36	2.26	2.31
Current Ratio	53.31	138.85	168.49
Months of Unrestricted Cash on Hand	7.80	14.44	21.79
Equity vs Debt	0.85	0.90	0.81
Asset Utilization	0.49	0.50	0.52

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 Nov 30, 2020

	Last 12 Months	YTD 2020	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,424,340	\$ 2,221,928	\$ 2,205,126	\$ 16,802
Operating Expenses				
WWTP operation expenses	356,425	318,520	349,547	(31,027)
Laboratory expenses	77,286	73,785	58,982	14,803
Maintenance expenses	418,708	386,111	384,725	1,386
Customer accounts expenses	148,721	136,095	146,663	(10,568)
Administrative & general expenses	451,899	375,810	338,662	37,148
Total operating expenses	1,453,038	1,290,320	1,278,579	11,742
Other Operating Expenses				
Depreciation expense	709,389	661,214	628,342	32,872
Total other operating expenses	709,389	661,214	628,342	32,872
Operating Income	261,913	270,394	298,205	(27,811)
Non-operating Income (Expense)				
Interest Expense	(46,385)	(42,011)	(36,674)	(5,337)
Capital contributions	-	-	-	-
Other	39,262	33,818	35,288	(1,470)
Total other income (expense)	(7,123)	(8,193)	(1,386)	(6,807)
Net Income	\$ 254,790	\$ 262,202	\$ 296,819	\$ (34,618)

	Nov 2020	Oct 2020	Sept 2020	Aug 2020	July 2020	June 2020	May 2020	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019
SEWER													
Operating Revenues	\$ 177,162	\$ 185,810	\$ 185,610	\$ 207,307	\$ 197,710	\$ 209,481	\$ 229,858	\$ 222,270	\$ 209,064	\$ 191,422	\$ 206,234	\$ 202,412	\$ 209,870
Operating Expenses													
WWTP operation expenses	20,637	29,125	37,862	38,061	32,575	22,600	41,685	24,650	27,175	24,398	19,754	37,904	24,653
Laboratory expenses	7,825	6,568	9,748	4,405	6,091	6,590	8,964	5,222	5,172	5,227	7,973	3,501	8,270
Maintenance expenses	70,484	28,630	37,003	23,423	42,314	18,055	43,042	18,255	48,256	42,270	14,380	32,598	54,792
Customer accounts expenses	10,402	13,737	11,163	11,244	(6,593)	15,439	15,291	14,142	15,560	18,054	17,658	12,626	12,985
Administrative & general expense	31,118	40,914	35,317	30,921	41,003	24,291	34,270	30,720	38,614	29,055	39,585	76,089	27,692
Total operating expenses	140,466	118,973	131,094	108,053	115,390	86,976	143,251	92,989	134,776	119,003	99,350	162,718	128,392
Other Operating Expenses													
Depreciation expense	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	48,175	56,406
Total other operating expenses	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	60,110	48,175	56,406
Operating Income	(23,414)	6,726	(5,594)	39,144	22,210	62,395	26,496	69,171	14,178	12,308	46,773	(8,481)	25,071
Other Income (Expense)													
Interest expense	(4,939)	2,295	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	3,555	(5,331)	(37,702)	3,205	1,435	7,414	10,921	14,976	7,332	19,190	8,823	5,444	5,658
Total other income (expense)	(1,385)	(3,035)	(42,076)	(1,169)	(2,939)	3,040	6,547	10,602	2,958	14,816	4,449	1,070	1,283
Net Income	\$ (24,798)	\$ 3,691	\$ (47,671)	\$ 37,975	\$ 19,271	\$ 65,435	\$ 33,043	\$ 79,773	\$ 17,135	\$ 27,124	\$ 51,223	\$ (7,411)	\$ 26,354

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Nov 2018	Nov 2019	Nov 2020	Oct 2020	Change
Cash and investments - unrestricted	\$ 1,728,130	\$ 1,825,666	\$ 2,077,948	\$ 2,064,412	\$ 13,536
Cash and investments - restricted	218,437	223,165	131,785	115,369	16,416
Receivables	814,983	919,388	954,116	957,615	(3,499)
Materials and supplies	229,238	180,597	228,557	228,148	409
Other assets	47,647	59,268	115,054	110,287	4,767
Plant - net of accumulated depreciation	9,291,867	9,160,630	9,070,058	9,089,262	(19,204)
Deferred outflows of resources	277,060	482,730	408,536	408,536	-
Total Assets	12,607,361	12,851,445	12,986,055	12,973,630	12,425
Accounts payable	606,872	559,670	619,936	648,335	(28,399)
Payable to sewer utility	176,365	-	-	-	-
Interest accrued	8,650	7,651	8,025	5,350	2,675
Accrued benefits	304,183	88,249	87,576	85,326	2,250
Deferred inflows of resources	170,938	726,052	727,923	732,779	(4,856)
Long-term debt	1,432,760	1,268,540	1,070,000	1,070,000	-
Net Position	9,907,594	10,201,283	10,472,595	10,431,840	40,755
Total Liabilities & Net Position	\$ 12,607,361	\$ 12,851,445	\$ 12,986,055	\$ 12,973,630	\$ 12,425
WATER	Nov 2018	Nov 2019	Nov 2020	Oct 2020	Change
Cash and investments - unrestricted / designated	\$ 1,002,081	\$ 909,563	\$ 1,552,505	\$ 1,487,482	\$ 65,023
Cash and investments - restricted	604,318	691,904	346,490	301,027	45,463
Receivables	183,373	247,101	241,544	252,177	(10,633)
Materials and supplies	55,732	50,357	58,572	56,980	1,592
Other assets	280,410	215,253	190,917	198,505	(7,588)
Plant - net of accumulated depreciation	15,446,148	16,223,049	15,752,507	15,804,273	(51,766)
Deferred outflows of resources	149,936	243,359	204,803	204,803	-
Total Assets	17,721,998	18,580,587	18,347,338	18,305,248	42,090
Accounts payable	12,897	12,084	13,157	12,028	1,129
Interest accrued	32,623	33,932	31,464	20,976	10,488
Accrued benefits	151,447	46,840	50,293	48,959	1,333
Deferred inflows of resources	87,854	353,723	462,716	464,804	(2,088)
Long-term debt	5,403,652	5,484,188	4,715,000	4,715,000	-
Net Position	12,033,525	12,649,820	13,074,709	13,043,480	31,229
Total Liabilities & Net Position	\$ 17,721,998	\$ 18,580,587	\$ 18,347,338	\$ 18,305,248	\$ 42,090
SEWER	Nov 2018	Nov 2019	Nov 2020	Oct 2020	Change
Cash and investments - unrestricted	\$ 905,364	\$ 1,769,142	\$ 2,638,620	\$ 2,629,138	\$ 9,481
Cash and investments - restricted	4,040,451	2,147,652	2,227,315	2,189,689	37,626
Receivables	192,128	235,544	199,017	211,614	(12,597)
Receivable from electric utility	176,823	-	-	-	-
Materials and supplies	9,209	8,500	7,866	7,866	-
Advances to other funds	428,440	428,440	328,440	328,440	-
Other assets	28,002	(9,589)	16,024	15,486	538
Plant - net of accumulated depreciation	13,603,324	14,790,024	15,787,188	15,843,314	(56,126)
Deferred outflows of resources	197,765	329,543	278,275	278,275	-
Total Assets	19,581,506	19,699,257	21,482,745	21,503,822	(21,078)
Accounts payable	11,867	10,883	11,902	11,350	552
Interest accrued	8,720	3,555	4,939	3,104	1,836
Accrued benefits	148,478	61,691	66,702	65,369	1,333
Deferred inflows of resources	116,026	459,328	446,263	446,263	-
Long-term debt	2,019,629	1,532,153	3,066,500	3,066,500	-
Net Position	17,276,787	17,631,648	17,886,438	17,911,236	(24,798)
Total Liabilities & Net Position	\$ 19,581,506	\$ 19,699,257	\$ 21,482,745	\$ 21,503,822	\$ (21,078)

Monthly Dashboard - Cash & Investments						November 2020	
Account	Restrictions	Nov 2020	Oct 2020	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 574,499	\$ 545,159	\$ 29,340	5.38%		
Checking - W	Unrestricted	833,917	848,431	(14,514)	-1.71%		
Checking - S	Unrestricted	225,093	177,848	47,245	26.57%		
Reserves - E	Unrestricted	1,503,449	1,519,253	(15,804)	-1.04%		
Reserves - W	Unrestricted	252,177	172,640	79,537	46.07%		
Reserves - S	Unrestricted	2,413,526	2,451,290	(37,764)	-1.54%		
P&I Redemption - E	Restricted	131,785	115,369	16,416	14.23%		
P&I Redemption - W	Restricted	346,490	301,027	45,463	15.10%		
P&I Redemption - S	Restricted	254,047	217,984	36,063	16.54%		
Depreciation - E	Restricted	-	-	-	#DIV/0!		
Depreciation - W	Restricted	-	-	-	#DIV/0!		
ERF - Water Plant	Designated	466,410	466,410	-	0.00%		
ERF - WWTP	Restricted	1,973,268	1,971,706	1,562	0.08%		
		\$ 8,974,662	\$ 8,787,118	\$ 187,544	2.13%		
Unrestricted and Designated		\$ 6,269,072	\$ 6,181,033	\$ 88,040	1.42%		
	Restricted	\$ 2,705,590	\$ 2,606,085	\$ 99,505	3.82%		

Long-Term Investment by Maturity

Maturity	Investment (\$)
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.	~\$20,000
>60 mos.	~\$50,000

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: December 14, 2020
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On 11-15-2020 at 5:38 am a tree branch came in contact with a secondary line causing the transformer over current device to operate. After removing the branch, the line was inspected and the transformer fuse was replaced. Power was restored at 6:43 am. The power outage affected 19 customers.
- On 11-28-2020 at 12:30 am the Waupun Fire Department requested power to be disconnected at 540 E. Jefferson St.
- On 11-30-2020 at 10:30 am a power outage was reported in the 300 block of Fond du lac St. A balloon came in contact with the primary side of the transformer causing a flash over and operating the over current device. The crew inspected the equipment and re-fused the transformer. Power was restored at 10:59 am. The power outage affected 20 customers.
- On 12-7-2020 at 11:51 am a large power outage was reported. A squirrel came in contact with primary equipment on a riser pole causing the over current device to operate. After repairing the damaged equipment, the line was re-fused and power was restored to 165 customers at 12:50 pm.

New Service for Dentistry of Wisconsin

- A 600-amp single phase service was installed and energized for the new Dentistry of Wisconsin dental office located at the intersection of E. Lincoln St. and Shaler Dr.

Infrared System Inspection

- The crew completed repairs on all areas of concern identified in the infrared inspection report.

Park Lighting

- The crew replaced underground wires feeding the park lights at West End Park.

General Manager Update:

Tax Roll

- On 10/15/2020, 725 delinquent accounts were mailed tax roll letters. Of the original 725 accounts, 166 delinquent accounts were placed on the 2020 property tax bill as of 11/16/2020 in the amount of \$69,844.52.

Job Descriptions

- Management is working to review and update job descriptions for all Waupun Utilities employees. With staff changes this year some employees have taken on different responsibilities.

Community Outreach

- WPPI Energy worked in partnership with member utilities to create a children's book titled "If I were a Lineworker." The book, now receiving national recognition, has been distributed by member utilities to local students and their community in digital and hard copy format. The book explores the job of a public power lineworker through a child's imagination. Supplemental pages at the end of the book promote safety and educate children about lineworkers and the equipment they use to do their work.
- Waupun Utilities staff worked with the local schools to coordinate delivery of the Lineworker books. At the time of delivery, students gathered outside and listened to a brief overview of the book followed by a demonstration with the bucket truck. At the end of the demonstration and all questions from the students had been answered, each child in the class received their very own copy of the book. Our staff did a great job interacting with the kids promoting Waupun Utilities and our role in our community. If anyone would like a copy of the book, please let me know.
- Waupun Utilities participated in the 2020 Waupun Winter Wonderland Holiday Parade using our bucket truck decked out in lights. Lineman Owen and his son Dane represented our utility.

WPPI Meetings

- Jeff and I will be attending virtually the Executive Committee meeting on December 16th and the Board of Directors meeting on December 17th.

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



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: January 11, 2021
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- On December 14, 2020 at 7:00 a.m. the crew took an outage to replace a bad a transformer located on the corner of S. Madison St. and E. Jefferson St. Power was restored at 7:47 a.m. The outage affected 4 customers.

Electric Services

- The electric crew installed new home services on Tanager St, Beske St and Edgewood Dr.

Line Clearance

- The electric crew will begin work on the annual line clearance maintenance program. They will focus on trimming 3 phase primary circuits, single phase primary taps, and secondary lines.

Federal Mogul Scheduled Power Outage

- Annually, Federal Mogul schedules a power outage between the holidays to perform preventive maintenance on their electrical equipment. At 10:00 a.m. December 29th while the crew attempted to re-energize one of the 1500 KVA transformers that feeds Federal Mogul, an internal secondary fault occurred in the internal windings of the transformer. The fault caused the transformer to have a catastrophic failure. At this time additional staff was called in from scheduled vacation to help with replacing the transformer. The replacement of the transformer required assistance from John's Crane and Rigging Co. The 1500 KVA transformer weighs 11,000 pounds and needed to be lifted over the building and lowered into a very tight area. The electric crew did a great job coordinating the replacement and restored power at 2:00 p.m., before the scheduled start-up time for production. This is the second transformer to fail in the same location.
- The load on that service has increased over recent years and the lack of air flow due to the location of the transformer caused excessive heating of the oil. This excessive heat caused the insulation to break down resulting in an internal fault. I am working with Krause Power Engineering to find a solution for this problem. A larger 2000 KVA transformer is on order to replace the current 1500 KVA transformer at a cost of \$27,000.

General Manager Update:

Public Service Commission

- Waupun Utilities staff participated in a question-and-answer call with MEUW members and the Public Service Commission (PSC). The purpose of the call was to get answers and information directly from staff at the Public Service Commission about upcoming regulatory reporting related to arrears management and collections policies.
- In the coming weeks staff will be working to submit our comprehensive plans addressing the financial impact of arrears along with our proposed customer disconnection plan to the PSC per their guidelines. Disconnections were halted as a result of COVID-19 in March 2020. Future meetings will be held by the PSC analyzing information submitted from utilities while also evaluating the current situation of the COVID-19 pandemic to determine whether they will lift the moratorium or not for residential disconnections on April 15, 2021.

Late Payment Penalties

- Effective January 1, 2021, Waupun Utilities will reinstate the application of late payment penalties on past due customer balances. Previously we had suspended late payment penalties in March 2020 in compliance with PSC guidelines due to the COVID-19 pandemic. The suspension of applying late payment penalties was lifted by the PSC beginning August 2020. We felt it pertinent to continue the suspension through the remainder of 2020 to help ease the burden on our customers.

Waupun Utilities Staff Helping DPW

- The Department of Public Works was short staffed with 2 employees out on FMLA and one in quarantine from an exposure to COVID-19. A snow storm in the forecast, Jeff Daane requested help with plowing the streets December 30th. Waupun Utilities responded with 2 employees to operate snow plows. WU staff worked from 1:00 a.m. to 6:30 a.m. to help clear the streets.

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: December 9, 2020
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

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

Staff has been evaluating an amperometric electrode system. This system monitors free chlorine and chlorine dioxide. The dual channel system (chlorine and pH) will provide on-line conversion from hypochlorous acid to free chlorine, which allows staff to optimize feed rates and potentially reduce operating expenses.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Staff replaced digester #2 pressure/vacuum valve & flame arrester combination unit. This unit is designed to protect the digester from damage created by over- pressure or excessive vacuum, at the same time it provides protection from external sources of heat and ignition, which increases fire protection and safety.

Staff has been limited this past month due to several vacations. With limited staff the operators worked on preventive maintenance items.

Water/Sewer Crew:

There are no call-ins to report this month.

Staff has been televising customer's sanitary laterals on Newton Avenue and Rock Avenue. This allows WU to verify sanitary lateral condition and location, along with verifying water lateral type prior to 2021 construction.

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

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: January 5, 2021
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Level 1 bleeders were turned on December 22nd. "Bleeding" means the controlled wasting of water through an orifice (prior to meter). The orifice will maintain water flow in the service lines and prevent freezing.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Crane Engineering has completed their annual preventative maintenance program for all pumps. This program includes setting pump clearances, seal adjustments, and laser alignment of the rotating assembly. This program identifies potential problems prior to a major mechanical failure, saving the Utilities costly repairs.

Staff has been limited this past month due to several vacations. With limited staff the operators worked on preventive maintenance items. There were a few weather related freeze ups that the crew has been dealing with over the past week.

Water/Sewer Crew:

There is one call-in to report this month for a water main break.

- The call-in was on 12/20/2020, and it was an 8" radial crack on Rock Ave. The leak was calculated at 280 gpm or a total of 84,000 gallons. Repairs were made and service was returned.

Crew's focus remains to be preventative maintenance on the collection system. They have completed flushing the majority of basins. They will continue televising the sanitary sewers over the course of the next several months.

ABNR Schedule Update:

- 1/19/21 Advertise for Bid
- 2/1/21 Pre-bid Onsite Walk Through
- 2/25/21 Bid Opening
- 3/11/21 Notice of Award
- 3/26/21 Receive and Review Contractor Documents
- 4/5/21 Notice to Proceed

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: January 6, 2021
SUBJECT: Private Well Permit

Purpose

The purpose of the Policy for Permitting of Private Wells is to minimize and monitor potential sources of direct contamination of the City of Waupun water supply.

Policy

The Waupun Utilities will maintain a database on private wells with-in the City limits. The database will include information showing property address, current owner, available information on well construction (size, capacity, date of installation, etc.), well use (potable, non-potable, cooling, etc.), date of last safe sample, well permit number, and other available information pertinent to the private well.

Private Well Permits will be issued for five-year terms with permit fee of \$75.00, as established by the Utility Commission. Permit fees may be adjusted periodically to reflect actual administrative costs for the Private Well program.

Renewal of Private Well Permits will require submittal of a safe bacti sample result, a minimum of once during the permit term, per the requirements of the current Municipal Code of the City of Waupun.

Residential private wells must have the City Plumbing Inspector or Utility Designee inspect the well during the term of each five-year permit, to assure compliance with current Municipal Code requirements.

Wells Permit Numbers for Approval

Permit No. 36	Permit No. 40
Permit No. 37	Permit No. 41
Permit No. 38	Permit No. 42
Permit No. 39	Permit No. 43

Municipal Code - 12.03 (4)

NEW WELLS. The installation of private wells within municipal boundaries to service residential, commercial or industrial customers is prohibited, except by permit issued pursuant to this ordinance. This prohibition does not apply to private wells installed prior to May 1, 2003, but such wells are governed by [12.03\(6\)](#) of this Code. A private well permit may be issued by the Waupun Utility Commission in its discretion, on demonstration of adverse economic impact and minimal risk to existing or planned municipal well sites. The Waupun Utility Commission may condition such permits on terms, restrictions and requirements it considers appropriate consistent with the purposes of the wellhead protection ordinance.

Municipal Code - 12.03 (6)

WELL OPERATION PERMIT FOR EXISTING WELLS. (Am. #11-01) The Waupun Utilities may grant a permit to a private well owner to operate a well for a period not to exceed 5 years, providing the conditions of this section are met. An owner may request renewal of a well operation permit by submitting information verifying that the conditions of this section are met. The City's Plumbing Inspector or Utility Designee shall conduct inspections or have water quality tests conducted at the applicant's expense to obtain or verify information necessary for consideration of a permit application or renewal. Permit applications and renewals shall be made on forms provided by the Utility Manager. Permits will not be issued for any new wells requested after May 1, 2003. The following conditions must be met for renewal of a well operation permit for an existing well:

- (a) The well and pump installation meet or are upgraded to meet the requirements of Ch. NR 812, Wis. Adm. Code.
- (b) The well construction and pump installation have a history of producing bacteriologically safe water as evidenced by at least one sampling, with sample not to exceed 30 days prior to permit application. No exception to this condition may be made for unsafe wells, unless the Department of Natural Resources approves in writing the continued use of the well. (Am. #11-01)
- (c) There are no cross-connections between the well and pump installation and the municipal water system.
- (d) A permit fee of \$75.00 shall be charged for the 5-year permit period. (Am. #11-01)

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

Waupun Utilities
COVID-19 Plan
Updated: January 11, 2021

Amendment to Waupun Utilities COVID-19 Policy (Amendment 01-21)

Waupun Utilities established its original COVID-19 policy dated September 23, 2020 in response to federal and State of Wisconsin public health emergencies declared at their respective levels. The original policy was revised and approved by the Commission at its October 12, 2020 Commission meeting. That policy and its contents expired as of December 31, 2020.

The Federal and State of Wisconsin Public health emergencies declared in 2020 have been extended indefinitely into 2021. In response to this extension, Waupun Utilities will extend all provisions of its Amended policy from October 12, 2020 with the following revisions:

- Section 9, para. 2 – “Waupun Utilities will approve a temporary paid COVID leave to those positions listed in this resolution of up to a total of 2 weeks (based on the individual’s scheduled hours per week) . . .”
- Policy Extension - This provision and the associated 2 weeks (max of 80 hours) of leave time allotted shall be extended to June 30, 2021 for those employees that did not exhaust all or part of the benefit prior to December 31, 2020. Any unused balances will be available as of January 1, 2021 and will expire on June 30, 2021. Unused time will not be paid out as a benefit to the employee.

This extension and the Amended COVID-19 policy from 2020 is subject to future review and extension dependent upon the status of Federal, State and local public emergency declarations or public health conditions.

Joe Heeringa
Commission President

Date

David Gerritson
Commission Vice-President

Date