



## **AGENDA**

Utility Commission Meeting  
Waupun Utilities – 817 S Madison St.  
Waupun, WI P.O. Box 431  
Monday, May 08, 2023 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, May 8, 2023, at 4:00 p.m. at the Waupun Utilities Administrative Building, with option to join via virtual and teleconference. Instructions to join the meeting are provided below:

### **Join Zoom Meeting**

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

**By Phone:** 1 312 626 6799

**Meeting ID:** 898 1952 0743

**Passcode:** 061341

### **CALL TO ORDER**

### **ROLL CALL OF COMMISSIONERS**

### **APPROVAL OF PREVIOUS MEETING MINUTES**

1. April 10, 2023 Minutes

### **APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS**

2. April 2023 Accounts Payable

### **FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS**

3. Finance Director Report

### **GM REPORT / OPERATIONS REPORT**

4. General Manager Report
5. Water and Wastewater Operations Report

### **APPEARANCE BY VISITORS**

### **AGENDA**

6. Recognition of Mayoral Appointment of Council Member to Utility Commission
7. Election of Officers
8. Establish Day of Month and Time of Meetings of the Utility Commission
9. Resolution Recognizing the Retirement of Todd Flegner, Journeyman Line Technician for 28 Years of Dedicated Service
10. Mayor's Proclamation Recognizing Drinking Water Week
11. Review 2022 Annual Water Quality Report

### **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, April 10, 2023**

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

Commissioners Daane, Homan, Kaczmarski, Kunz and Westphal were present. Commissioners Heeringa and Thurmer absent with notice.

Motion made by Homan, seconded by Kaczmarski and unanimously carried, to approve minutes from March 13, 2023 meeting.

Motion by Westphal, seconded by Kunz and unanimously carried, bills for month of March 2023 approved as presented.

On motion by Westphal, seconded by Kunz and unanimously carried, year-to-date financial reports through February 2023 approved as presented by Finance Director Stanek. Electric operating income was \$109,700. Water operating income was \$135,900. Sewer operating income was \$86,100.

General Manager Brooks reported on an electric outages and current projects for electric crew. Electric operations staff continue working with United Cooperative on infrastructure design, placement and time of installation. Crew began overhead re-conductor project on S Madison St, which entails replacement of select poles and old copper weld conductor. On April 10<sup>th</sup>, Ross Hackbarth joined our team as Journey Level – Line Technician within the electric department. Winter moratorium ends April 15<sup>th</sup>. Customers who have a balance in arrears of \$75 or greater are subject for service disconnection if payment or arrangements have not been made.

Treatment Facilities and Operations Superintendent Schramm reported on operations at Water and Wastewater Treatment Facilities and current projects of Distribution/Collection crew. Treatment facilities staff replaced chlorine lines for iron removal and disinfections systems, now working to upgrade chlorine-monitoring equipment at water treatment facility. Facilities staff also has been working on preventative maintenance at the wastewater treatment facility in preparation of several process startups that will take place in the coming weeks. Distribution/collection crew repaired a water main break in the area of N Grove St/ Chapman Pl. Crew focus has been conducting manhole inspections for infiltration that flows into collection system, then working to seal cracks and holes around manhole found through inspection using a polyurethane resin. Purpose of inspection/repair is to help reduce infiltration and capacity within collection system and wastewater treatment facility.

Jason Whitford, present as guest via Zoom.

Aaron Worthman, Partner and Ryan Theiler, Manager of Baker Tilly, presented the 2022 financial audit draft report. Financial audit is performed in accordance with Generally Accepted Auditing Standards and Government Auditing Standards. Audit objective is to provide reasonable assurance that financial statements are free from material misstatement. Financial statements of Waupun Utilities received an unmodified opinion, which is highest level of assurance to receive. Utility is in good financial standing. In conclusion, Worthman commended Finance Director Stanek and team for a job well done and thanked everyone for their hard work. On motion by Kaczmarski, seconded by Homan and unanimously carried, 2022 financial audit draft report approved as presented.

On motion by Homan, seconded by Westphal and unanimously carried, meeting adjourned at 4:42 p.m.

The next regular commission meeting is scheduled on May 8, 2023, at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>4IMPRINT INC</b>							
260	24768945	HALCYON WATER BOTTLES	04/10/2023	355.06	355.06	48931	04/10/2023
Total 4IMPRINT INC:				355.06	355.06		
<b>ADAPTOR INC</b>							
710	62383	QUICK MIX	04/28/2023	340.00	340.00	48959	04/28/2023
Total ADAPTOR INC:				340.00	340.00		
<b>AIRGAS USA INC</b>							
855	9995810100	ACETYLENE/OXYGEN/NITROGEN	04/10/2023	30.17	30.17	48932	04/10/2023
	9995810100	ACETYLENE/OXYGEN/NITROGEN	04/10/2023	30.17	30.17	48932	04/10/2023
	9995810100	ACETYLENE/OXYGEN/NITROGEN	04/10/2023	30.17	30.17	48932	04/10/2023
Total AIRGAS USA INC:				90.51	90.51		
<b>ALLIANT ENERGY</b>							
900	1830335.03312023	GAS UTILITY FOR WATER PLANT	04/10/2023	1,542.29	1,542.29	48933	04/10/2023
	3261389217.04052	WWTF- PROCESS BLD, GREEN HOUSE AND PUMP BLD	04/10/2023	1,800.63	1,800.63	48933	04/10/2023
	437000.03312023	GAS UTIL BILL @ N2721 FDL ST - ADMIN/DIGESTER BLD	04/10/2023	1,639.69	1,639.69	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	16.16	16.16	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	16.16	16.16	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	16.16	16.16	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	218.27	218.27	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	218.27	218.27	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	218.27	218.27	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	32.33	32.33	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	32.33	32.33	48933	04/10/2023
	590516.03312023	SPLIT DISTRIBUTION- MAIN BLD	04/10/2023	40.48	40.48	48933	04/10/2023
	80105.03312023	GAS UTILITY FOR WELLHOUSE #5	04/10/2023	39.58	39.58	48933	04/10/2023
	931084.03312023	GAS UTIL @ N2721 FDL ST - FILTER & DEWATERING BLD	04/10/2023	2,298.54	2,298.54	48933	04/10/2023
Total ALLIANT ENERGY:				8,129.16	8,129.16		
<b>AMAZON CAPITAL SERVICES</b>							
1015	1669-KK4T-1WWC	UNIT 79 SNOW BLOWER TIRE	04/28/2023	43.51	43.51	48960	04/28/2023
	16VH-QJF9-1TGH	UNIT 79 SHIPPING REFUND	04/28/2023	5.58-	5.58-	48960	04/28/2023
	1D7N-L6TW-16PK	UNIT 163 SALTER PARTS	04/28/2023	14.22	14.22	48960	04/28/2023
	1D7N-L6TW-16PK	UNIT 163 SALTER PARTS	04/28/2023	14.23	14.23	48960	04/28/2023
	1D7N-L6TW-16PK	UNIT 163 SALTER PARTS	04/28/2023	14.23	14.23	48960	04/28/2023
	1DM3-FGYL-KD1M	UNIT 79 TIRE INNER TUBES	04/28/2023	16.30	16.30	48960	04/28/2023
	1FYM-GXTC-4RHV	URINAL CAKES - MAIN BLD	04/28/2023	10.08	10.08	48960	04/28/2023
	1FYM-GXTC-4RHV	URINAL CAKES - MAIN BLD	04/28/2023	8.02	8.02	48960	04/28/2023
	1FYM-GXTC-4RHV	URINAL CAKES - MAIN BLD	04/28/2023	7.77	7.77	48960	04/28/2023
	1GRD-YK9P-7HFV	DOUBLE METAL SEAL BEARINGS	04/28/2023	22.29	22.29	48960	04/28/2023
	1K6K-MPQL-6TYW	UNIT 79 SHIPPING CREDIT	04/28/2023	1.41-	1.41-	48960	04/28/2023
	1KQF-1RRL-HDPG	ELECTRIC SHOP TOWELS	04/28/2023	81.51	81.51	48960	04/28/2023
	1KQF-1RRL-HDPG	ELECTRIC IPAD CAR CHARGERS	04/28/2023	11.41	11.41	48960	04/28/2023
	1KQF-1RRL-HDPG	HOOKS FOR TRUCK	04/28/2023	80.85	80.85	48960	04/28/2023
	1KQF-1RRL-HDPG	SHIPPING	04/28/2023	16.94	16.94	48960	04/28/2023
	1QDC-GT7N-3P7W	W/S FOREMAN LAPTOP/WARRANTY	04/28/2023	887.46	887.46	48960	04/28/2023
	1QDC-GT7N-3P7W	W/S FOREMAN LAPTOP/WARRANTY	04/28/2023	887.46	887.46	48960	04/28/2023
	1XNR-P7NC-4RCL	CHECK SCANNER EXTENSION	04/10/2023	15.98	15.98	48934	04/10/2023
	1XNR-P7NC-4RCL	CHECK SCANNER EXTENSION	04/10/2023	12.70	12.70	48934	04/10/2023
	1XNR-P7NC-4RCL	CHECK SCANNER EXTENSION	04/10/2023	12.31	12.31	48934	04/10/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total AMAZON CAPITAL SERVICES:				2,150.28	2,150.28		
<b>APPLIED TECHNOLOGIES</b>							
1340	36297	ABNR UPGRADES	04/20/2023	30,893.03	30,893.03	30043	04/24/2023
	36300	ABNR UPGRADES- GENERATOR ADDITION	04/20/2023	3,785.00	3,785.00	30043	04/24/2023
	36346	ABNR UPGRADES	04/20/2023	28,394.43	28,394.43	30043	04/24/2023
Total APPLIED TECHNOLOGIES:				63,072.46	63,072.46		
<b>B &amp; B TRANSFORMER INC</b>							
2011	28073	(3) 25 POLE TRANSFORMER	04/28/2023	7,026.60	7,026.60	48961	04/28/2023
	28073	(2) 50 PAD TRANSFORMER	04/28/2023	6,684.40	6,684.40	48961	04/28/2023
Total B & B TRANSFORMER INC:				13,711.00	13,711.00		
<b>BADGER LABORATORIES INC</b>							
2130	23-005736	LAB TESTS	04/28/2023	544.70	544.70	48962	04/28/2023
Total BADGER LABORATORIES INC:				544.70	544.70		
<b>BAKER TILLY US LLP</b>							
2333	BT2356604	2022 FINANCIAL AUDIT #3	04/10/2023	1,908.00	1,908.00	48935	04/10/2023
	BT2356604	2022 FINANCIAL AUDIT #3	04/10/2023	2,480.40	2,480.40	48935	04/10/2023
	BT2356604	2022 FINANCIAL AUDIT #3	04/10/2023	1,971.60	1,971.60	48935	04/10/2023
Total BAKER TILLY US LLP:				6,360.00	6,360.00		
<b>BATTERIES PLUS LLC</b>							
2480	P61704080	BATTERIES FOR ADMIN BLD EMERG LIGHTS	04/28/2023	32.06	32.06	48963	04/28/2023
	P61704080	BATTERIES FOR ADMIN BLD EMERG LIGHTS	04/28/2023	24.04	24.04	48963	04/28/2023
	P61704080	BATTERIES FOR ADMIN BLD EMERG LIGHTS	04/28/2023	24.05	24.05	48963	04/28/2023
Total BATTERIES PLUS LLC:				80.15	80.15		
<b>BOARDMAN &amp; CLARK LLP</b>							
3200	266759	EMPLOYMENT MATTERS	04/28/2023	27.60	27.60	48964	04/28/2023
	266759	EMPLOYMENT MATTERS	04/28/2023	28.52	28.52	48964	04/28/2023
	266759	EMPLOYMENT MATTERS	04/28/2023	35.88	35.88	48964	04/28/2023
Total BOARDMAN & CLARK LLP:				92.00	92.00		
<b>BUTTERS-FETTING CO. INC.</b>							
3800	J087258	WWTP 2022 BOILER INSPECTION & REPAIRS	04/28/2023	3,492.50	3,492.50	48965	04/28/2023
Total BUTTERS-FETTING CO. INC.:				3,492.50	3,492.50		
<b>CAPITAL NEWSPAPERS</b>							
5450	149378	SPECIAL MEETING MINTUES	04/28/2023	9.76	9.76	48966	04/28/2023
	149378	SPECIAL MEETING MINTUES	04/28/2023	7.76	7.76	48966	04/28/2023
	149378	SPECIAL MEETING MINTUES	04/28/2023	7.52	7.52	48966	04/28/2023
	152270	MTHLY COMMISSION MTG MINUTES-E	04/28/2023	32.26	32.26	48966	04/28/2023
	152270	MTHLY COMMISSION MTG MINUTES-W	04/28/2023	25.65	25.65	48966	04/28/2023
	152270	MTHLY COMMISSION MTG MINUTES-S	04/28/2023	24.82	24.82	48966	04/28/2023
Total CAPITAL NEWSPAPERS:				107.77	107.77		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>CAREW CONCRETE &amp; SUPPLY CO</b>							
5600	1263057	3/4" CLEAR	04/10/2023	137.02	137.02	48936	04/10/2023
	1263057	3/4" CLEAR	04/10/2023	68.51	68.51	48936	04/10/2023
	1263057	3/4" CLEAR	04/10/2023	68.52	68.52	48936	04/10/2023
Total CAREW CONCRETE & SUPPLY CO:				274.05	274.05		
<b>CORE &amp; MAIN LP</b>							
6310	R810849	(2) 3/4 IPERL METERS	04/28/2023	340.55	340.55	48967	04/28/2023
Total CORE & MAIN LP:				340.55	340.55		
<b>CRANE ENGINEERING SALES INC</b>							
6450	440005-00	(1) 2" SEWER METER 8750W	04/10/2023	3,766.99	3,766.99	48937	04/10/2023
	440005-00	(1) 3" SEWER METER 8750W	04/10/2023	3,974.99	3,974.99	48937	04/10/2023
Total CRANE ENGINEERING SALES INC:				7,741.98	7,741.98		
<b>CRESCENT ELECTRIC SUPPLY CO</b>							
6500	S511314304.001	2" PETROFLEX CONDUIT	04/28/2023	13,140.00	13,140.00	48968	04/28/2023
Total CRESCENT ELECTRIC SUPPLY CO:				13,140.00	13,140.00		
<b>CT LABORATORIES</b>							
6610	177044	SDWA	04/28/2023	305.00	305.00	48969	04/28/2023
Total CT LABORATORIES:				305.00	305.00		
<b>DEPT OF ADMINISTRATION</b>							
7070	FY 23, Q3 Public Be	PB FEES - LOW INCOME ENERGY AS	04/28/2023	8,184.14	8,184.14	48970	04/28/2023
Total DEPT OF ADMINISTRATION:				8,184.14	8,184.14		
<b>DEPT OF NATURAL RESOURCES</b>							
7080	33541-Waterworks	WATERWORKS OPERATOR CERT RENEWAL	04/10/2023	45.00	45.00	48938	04/10/2023
Total DEPT OF NATURAL RESOURCES:				45.00	45.00		
<b>DIAMOND SPEED PRODUCTS</b>							
7250	77844	UNIT 134 BLADES	04/28/2023	224.67	224.67	48971	04/28/2023
	77844	UNIT 134 BLADES	04/28/2023	224.68	224.68	48971	04/28/2023
Total DIAMOND SPEED PRODUCTS:				449.35	449.35		
<b>DIGGERS HOTLINE INC.</b>							
7300	230 3 31801	MONTHLY LOCATE TICKET CHRGS	04/10/2023	74.68	74.68	48939	04/10/2023
Total DIGGERS HOTLINE INC.:				74.68	74.68		
<b>DULTMEIER SALES LLC</b>							
7770	4034557	UNIT 103 HOSE	04/28/2023	52.90	52.90	48972	04/28/2023
	4034557	UNIT 103 HOSE	04/28/2023	52.91	52.91	48972	04/28/2023
	4034557	UNIT 103 HOSE	04/28/2023	52.91	52.91	48972	04/28/2023
Total DULTMEIER SALES LLC:				158.72	158.72		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>ELECTRICAL TESTING LAB LLC</b>							
8150	39634	BLANKETS, HOSES, HOODS TESTED	04/10/2023	282.00	282.00	48940	04/10/2023
Total ELECTRICAL TESTING LAB LLC:				282.00	282.00		
<b>MARTENS ACE HARDWARE</b>							
9200	226979.1	UNIT 6 SUPPLIES	04/28/2023	.01	.01	48981	04/28/2023
	227557	MARKING PAINT	04/28/2023	28.99	28.99	48981	04/28/2023
	227557	MARKING PAINT	04/28/2023	14.49	14.49	48981	04/28/2023
	227557	MARKING PAINT	04/28/2023	14.49	14.49	48981	04/28/2023
	227617	UNIT 103 PARTS	04/28/2023	5.99	5.99	48981	04/28/2023
	227617	UNIT 103 PARTS	04/28/2023	5.99	5.99	48981	04/28/2023
	227617	UNIT 103 PARTS	04/28/2023	6.00	6.00	48981	04/28/2023
	227791	AIR COMPRESSOR HOSE	04/28/2023	16.66	16.66	48981	04/28/2023
	227791	AIR COMPRESSOR HOSE	04/28/2023	16.66	16.66	48981	04/28/2023
	227791	AIR COMPRESSOR HOSE	04/28/2023	16.67	16.67	48981	04/28/2023
	227792	KEYS FOR ROSS	04/28/2023	7.77	7.77	48981	04/28/2023
	227918	FLEXSEAL SPRAY	04/28/2023	16.99	16.99	48981	04/28/2023
	227918	PVC CEMENT	04/28/2023	8.99	8.99	48981	04/28/2023
Total MARTENS ACE HARDWARE:				159.70	159.70		
<b>FASTENAL COMPANY</b>							
9350	WIBEA124542	(2) DRILL BIT	04/28/2023	50.32	50.32	48973	04/28/2023
Total FASTENAL COMPANY:				50.32	50.32		
<b>FERGUSON WATERWORKS #1476</b>							
9480	382822	HYDRANT MAIN VALVE RUBBERS - REF#:31	04/10/2023	490.00	490.00	48941	04/10/2023
	382822	SEAT ASSY VALVE REF#: 31	04/10/2023	1,200.00	1,200.00	48941	04/10/2023
	382822	CROSSARM - SINGLE DRAIN, REF#: 30	04/10/2023	420.00	420.00	48941	04/10/2023
	384170	6 FLEX TAP SDL WYE	04/28/2023	152.10	152.10	48974	04/28/2023
	384641	8" SCH 35	04/28/2023	1,653.40	1,653.40	48974	04/28/2023
	384676	8" & 10" VALVE BOX - TOP DOME	04/28/2023	103.72	103.72	48974	04/28/2023
Total FERGUSON WATERWORKS #1476:				4,019.22	4,019.22		
<b>FORSTER ELECTRICAL ENGINEERING</b>							
9885	24527	UNITED COOP (W08-22B)	04/10/2023	1,622.50	1,622.50	48942	04/10/2023
Total FORSTER ELECTRICAL ENGINEERING:				1,622.50	1,622.50		
<b>GFL ENVIRONMENTAL</b>							
11300	U90000134978	DUMPSTER - OFFICE BLDG-E	04/28/2023	227.22	227.22	48975	04/28/2023
	U90000134978	DUMPSTER - OFFICE BLDG-W	04/28/2023	170.42	170.42	48975	04/28/2023
	U90000134978	DUMPSTER - OFFICE BLDG-S	04/28/2023	170.43	170.43	48975	04/28/2023
	U90000135323	DUMPSTER - WWTP	04/28/2023	2,741.52	2,741.52	48975	04/28/2023
Total GFL ENVIRONMENTAL:				3,309.59	3,309.59		
<b>GORDON FLESCH COMPANY INC</b>							
11325	IN14151760	MTHLY CLICK COUNTS -E	04/10/2023	61.75	61.75	48943	04/10/2023
	IN14151760	MTHLY CLICK COUNTS -W	04/10/2023	49.08	49.08	48943	04/10/2023
	IN14151760	MTHLY CLICK COUNTS -S	04/10/2023	47.52	47.52	48943	04/10/2023
Total GORDON FLESCH COMPANY INC:				158.35	158.35		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>GRAINGER</b>							
11400	9656588218	HOSE FITTINGS FOR WWTP	04/10/2023	144.90	144.90	48944	04/10/2023
	9658107165	HOSE FITTINGS FOR WWTP	04/10/2023	46.46	46.46	48944	04/10/2023
	9665231529	SAWZALL BLADES AND CUT OFF WHEEL	04/10/2023	235.20	235.20	48944	04/10/2023
Total GRAINGER:				426.56	426.56		
<b>HYDROCORP INC.</b>							
13985	71585-IN	CROSS CNNCTN CONTROL PROG & INSP/REP SERV	04/10/2023	2,306.00	2,306.00	48945	04/10/2023
	71841-IN	100 V-3 HBVB	04/10/2023	723.00	723.00	48945	04/10/2023
	71841-IN	100 VB-222 AFHBVB	04/10/2023	1,086.00	1,086.00	48945	04/10/2023
Total HYDROCORP INC.:				4,115.00	4,115.00		
<b>ICS MEDICAL ANSWERING SERVICE LLC</b>							
14120	230400101101	TELEPHONE ANSWERING SERVICE- E	04/28/2023	72.12	72.12	48976	04/28/2023
	230400101101	TELEPHONE ANSWERING SERVICE- W	04/28/2023	57.33	57.33	48976	04/28/2023
	230400101101	TELEPHONE ANSWERING SERVICE- S	04/28/2023	55.49	55.49	48976	04/28/2023
Total ICS MEDICAL ANSWERING SERVICE LLC:				184.94	184.94		
<b>IRBY, STUART C</b>							
14890	S013256072.002	3 & 4 HOLE TRANS CONNECTORS	04/28/2023	2,212.00	2,212.00	48977	04/28/2023
	S013499714.001	RISER POLE ARRESTOR - 10 KV	04/28/2023	752.50	752.50	48977	04/28/2023
	S013507585.001	ALL PURPOSE G CONNECTOR	04/28/2023	558.00	558.00	48977	04/28/2023
Total IRBY, STUART C:				3,522.50	3,522.50		
<b>ITU ABSORB TECH INC.</b>							
14950	8113246	SHOP TOWELS FOR WWTP	04/28/2023	24.19	24.19	48978	04/28/2023
	8113249	SHOP TOWELS MTHLY RENTAL FEE-E	04/28/2023	13.35	13.35	48978	04/28/2023
	8113249	SHOP TOWELS MTHLY RENTAL FEE-W	04/28/2023	13.34	13.34	48978	04/28/2023
	8113249	SHOP TOWELS MTHLY RENTAL FEE-S	04/28/2023	13.34	13.34	48978	04/28/2023
Total ITU ABSORB TECH INC.:				64.22	64.22		
<b>J &amp; H CONTROLS INC</b>							
16000	1000024629	BUILDING MAINT MTHLY CHRГ-WTP	04/10/2023	182.00	182.00	48946	04/10/2023
	1000024630	BUILDING MAINT MTHLY CHRГ-E	04/10/2023	188.00	188.00	48946	04/10/2023
	1000024630	BUILDING MAINT MTHLY CHRГ-W	04/10/2023	141.00	141.00	48946	04/10/2023
	1000024630	BUILDING MAINT MTHLY CHRГ-S	04/10/2023	141.00	141.00	48946	04/10/2023
Total J & H CONTROLS INC:				652.00	652.00		
<b>KEMIRA WATER SOLUTIONS INC.</b>							
17513	9017788927	FERROUS CHLORIDE	04/28/2023	11,369.51	11,369.51	48979	04/28/2023
Total KEMIRA WATER SOLUTIONS INC.:				11,369.51	11,369.51		
<b>LOCATORS &amp; SUPPLIES INC.</b>							
18825	306200-IN	PULLING ROPE	04/28/2023	645.00	645.00	48980	04/28/2023
	306200-IN	HARD HATS	04/28/2023	134.75	134.75	48980	04/28/2023
	306200-IN	SHIPPING	04/28/2023	89.45	89.45	48980	04/28/2023
Total LOCATORS & SUPPLIES INC.:				869.20	869.20		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>MEUW</b>							
23500	4049	KAUKAUNA/LAMBEAU/PACKERS HOF REG - BROOKS	04/10/2023	300.00	300.00	48947	04/10/2023
	4049	KAUKAUNA/LAMBEAU/PACKERS HOF REG - STANEK	04/10/2023	300.00	300.00	48947	04/10/2023
	4075	ACCOUNTING & FINANCE TRAINING- HILBER	04/28/2023	115.05	115.05	48982	04/28/2023
	4075	ACCOUNTING & FINANCE TRAINING- HILBER	04/28/2023	91.45	91.45	48982	04/28/2023
	4075	ACCOUNTING & FINANCE TRAINING- HILBER	04/28/2023	88.50	88.50	48982	04/28/2023
Total MEUW:				895.00	895.00		
<b>MILTON PROPANE INC</b>							
25000	T523972	PROPANE DELIVERED - E	04/28/2023	38.96	38.96	48983	04/28/2023
	T523972	PROPANE DELIVERED - W	04/28/2023	38.96	38.96	48983	04/28/2023
	T523972	PROPANE DELIVERED - S	04/28/2023	38.96	38.96	48983	04/28/2023
Total MILTON PROPANE INC:				116.88	116.88		
<b>SECURIAN FINANCIAL GROUP INC</b>							
25200	2832L-1027	May 20 GROUP LIFE INSURANCE PREMIUM	04/10/2023	338.57	338.57	48949	04/10/2023
	2832L-1027	May 20 EMPLOYER CONTRIBUTION 20%-E	04/10/2023	13.08	13.08	48949	04/10/2023
	2832L-1027	May 20 EMPLOYER CONTRIBUTION 20%-W	04/10/2023	10.40	10.40	48949	04/10/2023
	2832L-1027	May 20 EMPLOYER CONTRIBUTION 20%-S	04/10/2023	10.07	10.07	48949	04/10/2023
Total SECURIAN FINANCIAL GROUP INC:				372.12	372.12		
<b>MIRON CONSTRUCTION CO INC</b>							
25700	210790-PA 21	PAY APPLICATION 21 - WWTP UPGRADE	04/20/2023	72,222.80	72,222.80	30044	04/24/2023
	210790-PA 22	PAY APPLICATION 22 - WWTP UPGRADE	04/20/2023	241,526.32	241,526.32	30044	04/24/2023
Total MIRON CONSTRUCTION CO INC:				313,749.12	313,749.12		
<b>NCL OF WISCONSIN INC</b>							
33000	485408	LAB SUPPLIES- WWTP	04/28/2023	291.03	291.03	48984	04/28/2023
Total NCL OF WISCONSIN INC:				291.03	291.03		
<b>ODP BUSINESS SOLUTIONS LLC</b>							
38877	307044657001	(2) PLANNERS	04/28/2023	19.49	19.49	48985	04/28/2023
	307044657001	(2) PLANNERS	04/28/2023	15.49	15.49	48985	04/28/2023
	307044657001	(2) PLANNERS	04/28/2023	15.00	15.00	48985	04/28/2023
	307044657001	WWTP CLEANING SUPPLIES	04/28/2023	101.02	101.02	48985	04/28/2023
Total ODP BUSINESS SOLUTIONS LLC:				151.00	151.00		
<b>OLSEN SAFETY EQUIPMENT CORP</b>							
38930	405936-IN	WWTP DISPOSABLE GLOVES	04/28/2023	142.73	142.73	48986	04/28/2023
Total OLSEN SAFETY EQUIPMENT CORP:				142.73	142.73		
<b>PIGGLY WIGGLY</b>							
41200	S00238-333	SAFETY SCHOOL BREAKFAST	04/28/2023	11.25	11.25	48987	04/28/2023
	S00238-5560	OFFICE SUPPLIES	04/28/2023	1.17	1.17	48987	04/28/2023
	S00238-5560	OFFICE SUPPLIES	04/28/2023	.93	.93	48987	04/28/2023
	S00238-5560	OFFICE SUPPLIES	04/28/2023	.90	.90	48987	04/28/2023
Total PIGGLY WIGGLY:				14.25	14.25		



Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>POSTMASTER</b>							
42200	2023 BOX RENTAL	PO BOX RENTAL - YEARLY RENEWAL-S	04/10/2023	99.60	99.60	48948	04/10/2023
	2023 BOX RENTAL	PO BOX RENTAL - YEARLY RENEWAL-W	04/10/2023	102.92	102.92	48948	04/10/2023
	2023 BOX RENTAL	PO BOX RENTAL - YEARLY RENEWAL-E	04/10/2023	129.48	129.48	48948	04/10/2023
Total POSTMASTER:				332.00	332.00		
<b>POWER SYSTEM ENGINEERING INC</b>							
42800	9046925	GIS SUPPORT-S	04/28/2023	193.33	193.33	48988	04/28/2023
	9046925	GIS SUPPORT-W	04/28/2023	193.33	193.33	48988	04/28/2023
	9046925	GIS SUPPORT-E	04/28/2023	193.34	193.34	48988	04/28/2023
Total POWER SYSTEM ENGINEERING INC:				580.00	580.00		
<b>RAMTHUN, JARED</b>							
45330	2023 EV Charger	EV CHARGER REBATE-2023	04/28/2023	250.00	250.00	48989	04/28/2023
Total RAMTHUN, JARED:				250.00	250.00		
<b>RUEKERT-MIELKE</b>							
49300	146160	2021 WATER MODEL UPDATE AND UDF PLAN	04/28/2023	2,768.00	2,768.00	48990	04/28/2023
Total RUEKERT-MIELKE:				2,768.00	2,768.00		
<b>RWI PIPE FABRICATORS INC.</b>							
49700	21127	SPOOL FOR METER	04/28/2023	458.00	458.00	48991	04/28/2023
Total RWI PIPE FABRICATORS INC.:				458.00	458.00		
<b>SEERA</b>							
51535	WAUPUN/MAR 202	"WAUPUN" FOCUS PROGRAM FEE	04/10/2023	2,726.34	2,726.34	48950	04/10/2023
Total SEERA:				2,726.34	2,726.34		
<b>SPECTRUM BUSINESS</b>							
52500	33381041323	INTERNET SERVICES-E	04/28/2023	99.12	99.12	48992	04/28/2023
	33381041323	INTERNET SERVICES-W	04/28/2023	78.79	78.79	48992	04/28/2023
	33381041323	INTERNET SERVICES-S	04/28/2023	76.24	76.24	48992	04/28/2023
	33381041323	MONTHLY SERVICE EXP 1ST & 2ND-E	04/28/2023	104.93	104.93	48992	04/28/2023
	33381041323	MONTHLY SERVICE EXP 1ST & 2ND-W	04/28/2023	83.41	83.41	48992	04/28/2023
	33381041323	MONTHLY SERVICE EXP 1ST & 2ND-S	04/28/2023	80.72	80.72	48992	04/28/2023
	33381041323	WATER PLANT VOICE SERV	04/28/2023	79.98	79.98	48992	04/28/2023
	33381041323	WASTEWATER VOICE SERV	04/28/2023	79.98	79.98	48992	04/28/2023
Total SPECTRUM BUSINESS:				683.17	683.17		
<b>SPEE-DEE</b>							
52600	778323	SERVICE CHRG FOR WATER SAMPLES	04/10/2023	56.34	56.34	48951	04/10/2023
	791071	SERVICE CHRG FOR WATER SAMPLES	04/28/2023	50.16	50.16	48993	04/28/2023
Total SPEE-DEE:				106.50	106.50		
<b>STATE INDUSTRIAL PRODUCTS</b>							
53200	902864168	FRESH DEFENSE	04/28/2023	232.10	232.10	48994	04/28/2023
Total STATE INDUSTRIAL PRODUCTS:				232.10	232.10		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
<b>STEPHEN EDWARD GRAPHICS LLC</b>							
53300	37	BUSINESS CARDS - E	04/28/2023	85.14	85.14	48995	04/28/2023
	37	BUSINESS CARDS - W	04/28/2023	75.74	75.74	48995	04/28/2023
	37	BUSINESS CARDS - S	04/28/2023	74.54	74.54	48995	04/28/2023
Total STEPHEN EDWARD GRAPHICS LLC:				235.42	235.42		
<b>SUPERIOR CHEMICAL CORP</b>							
54200	357439	CLEANING SUPPLIES	04/30/2023	27.71	27.71	48996	04/28/2023
	361413	URINAL SCREENS - WWTP	04/28/2023	108.61	108.61	48996	04/28/2023
Total SUPERIOR CHEMICAL CORP:				136.32	136.32		
<b>TOTAL BUSINESS PRODUCTS INC.</b>							
57350	91285	NAME PLATE - JAHN	04/10/2023	18.00	18.00	48952	04/10/2023
TOTAL BUSINESS PRODUCTS INC.:				18.00	18.00		
<b>TRUCLEANERS LLC</b>							
58700	APRIL 2023	MONTHLY CLEANING SERVICE - E	04/28/2023	390.00	390.00	48997	04/28/2023
	APRIL 2023	MONTHLY CLEANING SERVICE - W	04/28/2023	310.00	310.00	48997	04/28/2023
	APRIL 2023	MONTHLY CLEANING SERVICE - S	04/28/2023	300.00	300.00	48997	04/28/2023
Total TRUCLEANERS LLC:				1,000.00	1,000.00		
<b>USA BLUE BOOK</b>							
59600	325175	LAB SUPPLIES	04/28/2023	380.65	380.65	48998	04/28/2023
	345352	LAB SUPPLIES	04/28/2023	1,652.85	1,652.85	48998	04/28/2023
Total USA BLUE BOOK:				2,033.50	2,033.50		
<b>VAN BUREN, JEROME and/or SANDRA</b>							
60800	March Solar Credit	SOLAR CREDIT	04/10/2023	213.92	213.92	48953	04/10/2023
Total VAN BUREN, JEROME and/or SANDRA:				213.92	213.92		
<b>VERIZON WIRELESS</b>							
62900	9933082114	CELLPHONE MTHLY EXPENSES - E	04/28/2023	121.25	121.25	48999	04/28/2023
	9933082114	CELLPHONE MTHLY EXPENSES - W	04/28/2023	96.38	96.38	48999	04/28/2023
	9933082114	CELLPHONE MTHLY EXPENSES - S	04/28/2023	93.27	93.27	48999	04/28/2023
	9933082114	DPW'S MTHLY/DATA TABLET CHRGS	04/28/2023	60.00	60.00	48999	04/28/2023
Total VERIZON WIRELESS:				370.90	370.90		
<b>W &amp; W ELECTRIC MOTORS INC</b>							
70400	WPN13168	BIOTOWER FAN MOTOR	04/28/2023	510.00	510.00	49000	04/28/2023
Total W & W ELECTRIC MOTORS INC:				510.00	510.00		
<b>WAUPUN, CITY OF</b>							
74400	2023 Econ Devop	WAUPUN ECONOMIC DEVELOPMENT	04/28/2023	1,000.00	1,000.00	49003	04/28/2023
	PILOT - APRIL 2023	PILOT-ELECTRIC	04/10/2023	21,058.00	21,058.00	48954	04/10/2023
	PILOT - APRIL 2023	PILOT-WATER	04/10/2023	28,288.00	28,288.00	48954	04/10/2023
	STORMWATER - M	STORMWATER RECEIPTS	04/10/2023	49,198.38	49,198.38	48954	04/10/2023
	TRASH-MARCH 20	TRASH/RECYCLING COLLECTION	04/10/2023	47,545.26	47,545.26	48954	04/10/2023

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WAUPUN, CITY OF:				147,089.64	147,089.64		
<b>WAUPUN UTILITIES</b>							
76800	2023-Drawer Cash	INCREASE CASH DRAWER	04/28/2023	73.71	73.71	49001	04/28/2023
Total WAUPUN UTILITIES:				73.71	73.71		
<b>WISCONSIN CORRECTIONAL CENTER</b>							
84300	19006	INMATE LABOR 02/12/2023-02/25/2023	04/10/2023	100.00	100.00	48955	04/10/2023
Total WISCONSIN CORRECTIONAL CENTER:				100.00	100.00		
<b>WISCONSIN DEPT OF REVENUE</b>							
85800	4075- 2023 2nd INS	2023 GROSS REVENUE LICENSE FEE	04/28/2023	4,251.86	4,251.86	49004	04/28/2023
Total WISCONSIN DEPT OF REVENUE:				4,251.86	4,251.86		
<b>WISCONSIN STATE LAB OF HYGIENE</b>							
88300	739349	FLUORIDE	04/10/2023	28.00	28.00	48956	04/10/2023
Total WISCONSIN STATE LAB OF HYGIENE:				28.00	28.00		
<b>WAUPUN UTILITIES (Refund Acct)</b>							
100000	16042560.35	REF OVERPAYMT FRM: 111 W JEFFERSON	04/28/2023	50.51	50.51	49002	04/28/2023
Total WAUPUN UTILITIES (Refund Acct):				50.51	50.51		
Grand Totals:				640,024.69	640,024.69		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS (CD)</b>						
<b>1</b>						
04/10/2023	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,486.76	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	243.09	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	280.30	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH	.00	2,010.15-
Total 1:					2,010.15	2,010.15-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>2</b>						
04/03/2023	2	WF Xfer to LGIP Swr Surplus - 2023 DSR f	3-1128-1290-00	SURPLUS FUND - LGIP	115,000.00	
		WF Xfer to LGIP Swr Surplus - 2023 DSR f	9-1131-0000-00	COMBINED CASH	.00	115,000.00-
Total 2:					115,000.00	115,000.00-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>3</b>						
04/22/2023	3	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,086.41	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	508.82	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	748.44	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH	.00	2,343.67-
Total 3:					2,343.67	2,343.67-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>4</b>						
04/28/2023	4	Record March's Wholesale Power Bill ACH	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	623,425.67	
		Record March's Wholesale Power Bill ACH	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,502.34	
		Record March's Wholesale Power Bill ACH	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,314.03	
		Record March's Wholesale Power Bill ACH	9-1131-0000-00	COMBINED CASH	.00	626,242.04-
Total 4:					626,242.04	626,242.04-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>5</b>						
04/07/2023	5	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	13.31	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	10.58	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	10.23	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH	.00	34.12-
Total 5:					34.12	34.12-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>6</b>						
04/12/2023	6	Record Mar Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	8,140.98	
		Record Mar Sales & Use Tax	9-1131-0000-00	COMBINED CASH	.00	8,140.98-
Total 6:					8,140.98	8,140.98-
<b>CASH DISBURSEMENTS (CD)</b>						
<b>7</b>						
04/03/2023	7	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	2,519.25	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	697.64	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	658.88	

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS (CD) (continued)</b>						
		Record PSN Fees	9-1131-0000-00	COMBINED CASH	.00	3,875.77-
Total CASH DISBURSEMENTS (CD):					<u>757,646.73</u>	<u>757,646.73-</u>
References: 7 Transactions: 24						
Total 7:					<u>3,875.77</u>	<u>3,875.77-</u>

Account Number	Account Title	Debit Amount	Credit Amount
<b>CASH DISBURSEMENTS (CD) (continued)</b>			
31128129000	SURPLUS FUND - LGIP	115,000.00	
12232000000	ACCOUNTS PAYABLE - ELECTRIC	626,012.15	
22232000000	ACCOUNTS PAYABLE - WATER	2,264.83	
32232000000	ACCOUNTS PAYABLE - WASTEWATER	2,353.00	
12241241600	TAX COLL PAY - SALES TAX	8,140.98	
15921101020	OFC SUP & EXP CREDIT CARD TRAN	2,519.25	
25921101020	OFC SUP & EXP CREDIT CARD TRAN	697.64	
35851101020	OFC SUP & EXP-CREDIT CARD TRAN	658.88	
91131000000	COMBINED CASH	.00	757,646.73-
Grand Totals:		<u>757,646.73</u>	<u>757,646.73-</u>
Grand Totals:			<u>757,646.73</u> <u>757,646.73-</u>



TO: Waupun Utilities Commissioners  
FROM: Jeff Stanek, CPA, Finance Director  
DATE: May 8, 2023  
SUBJECT: March 2023 Financial Report

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## CONSTRUCTION AND PLANT ADDITIONS

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

Plant addition activity for the month consisted of \$10,519 for water SCADA upgrades for towers 1 & 2.

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

### Sales

#### Electric

- Monthly kWh sales were **4.7% above** budget & **2.1% higher** than March 2022 on lower sales to Residential & General Service customers.
- YTD kWh sales were **2.6% above** budget & **0.3% lower** than March 2022 YTD actual sales.

#### Water

- Monthly sales units of 100 cubic feet were **6.2% above** budget & **6.0% lower** than March 2022 sales on a change in sales to Industrial customers.
- YTD water sales were **6.0% above** budget & **1.5% lower** than March 2022 YTD actual sales.

#### Sewer

- Monthly sales units of 100 cubic feet were **28.4% above** budget & **28.4% higher** than March 2022 from increased volumes to public authority customers.
- YTD sewer sales were **22.8% above** budget & **22.8% higher** than March 2022 YTD actual sales.

### Income Statement

#### Electric

- Operating revenues and purchased power expense were **above** budget \$154,300 and \$147,700, respectively, due to overall higher purchased power costs from increased sales and continued high market energy prices.
- Gross margin was \$6,600 **below** budget.
- Operating expenses were \$52,900 **below** budget primarily due to lower tree trimming costs than budgeted.
- Operating income was \$130,000 or \$124,000 **above** budget from increased revenues and lower operating costs than budgeted.
- Net income was \$143,700 or \$145,800 **above** budget primarily from increased sales and lower than budgeted distribution expenses.

#### Water

- Operating revenues were \$14,700 *above* budget due to overall higher consumption for industrial customers.
- Operating expenses were \$47,800 *below* budget on lower supply and distribution expenses.
- Operating income was \$201,600 or \$74,500 *above* budget from lower than budgeted operating expenses.
- Net income was \$193,600 or \$103,200 *above* budget.

#### Sewer

- Operating revenues were \$135,700 *above* budget from increased consumption and high strength charges to public authority customers.
- Operating expenses were \$16,300 *above* budget due to the payment timing associated with software licenses and utility-paid contributions to employees Health Savings accounts at the beginning of the year.
- Operating income was 139,200 or 110,700 *above* budget.
- Received \$795,000 in grant contributions related to USDA disbursement draws.
- Net income was \$887,400 or \$41,300 *below* budget largely due to the timing and dollar value of grant contributions compared to budget. Without grant contributions, net income was \$92,400 or \$70,900 above budget.

### **Balance Sheets**

#### Electric

- Balance sheet *decreased* \$117,300 from February 2023 due to a decrease in receivables associated with higher sales in the previous month and a debt payment that was made during the month.
- Restricted cash *decreased* \$170,500 from February 2023 from a principal and interest payment on the Utilities debt for \$175,000.
- Long-term debt decreased \$175,000 from the aforementioned annual debt payment above.
- Net position *increased* \$30,100 from February 2023.

#### Water

- Balance sheet *decreased* \$426,100 from February 2023 due to a principal and interest payment made on the Utility's debt.
- Restricted cash *decreased* \$446,700 from February 2023 from a principal and interest payment on the Utilities debt for \$440,000.
- Long-term debt decreased \$440,000 from the aforementioned annual debt payment above.
- Net position *increased* by \$66,700.

#### Sewer

- Balance sheet *increased* \$73,200 from February 2023 largely from monthly restricted cash transfers for the 5/1/2023 debt payments.
- Unrestricted cash *decreased* \$17,100 because of increase A&G expenses for the month.
- Net position *increased* \$46,800.

### **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. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *decreased* \$440,400 or **4.4%** from February 2023 primarily from principal and interest payments on Electric & Water Utility debt totaling \$570,144.
- Received interest and distributions of \$6,700 and recorded unrealized *positive* market adjustments of \$20,400, along with (\$500) in management fees, resulting in a net portfolio *gain* of \$26,600 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$22,000 and \$55,600 year-to-date.

## OTHER FINANCIAL MATTERS

### WWTP Upgrade – Construction Update and Progress

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

<b>Total Project Budget</b> ( <i>As of 4/14/2022</i> ):	<b>\$ 37,508,000</b>
<b>Total Project Costs to Date</b> ( <i>Thru 5/1/2023</i> ):	<b>\$ 33,391,693</b>
<b>Loan Draws – Project to Date</b> ( <i>Thru 4/4/2023</i> ):	<b>\$ 27,807,000</b>
<b>Grants Provided</b> ( <i>Thru 5/1/2023</i> ):	<b>\$ 5,356,000</b>
<b>Disburse Request #25 Requested</b> ( <i>4/4/2023</i> ):	<b>\$ 269,921</b>
<b>Disburse Request #24,25 – Paid</b> ( <i>4/24/2023</i> ):	<b>\$ 676,000</b>

### Electric Rate Study – Test Year 2023

Utility staff is finalizing a draft of the Test Year 2023 Electric Rate study with WPPI staff to present recommendations to the Utility Commission at the June 2023 Commission meeting. Current electric rates were effective as of September 2016. The rate study is being completed to address changes in the utility's cost and cost recovery structure since the prior rate case in 2016 including; changes in the customer base, utility plant infrastructure, operation, and maintenance expenses. Utility Commission approval is required prior to the submittal of the rate case to the Public Service Commission for their review.

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



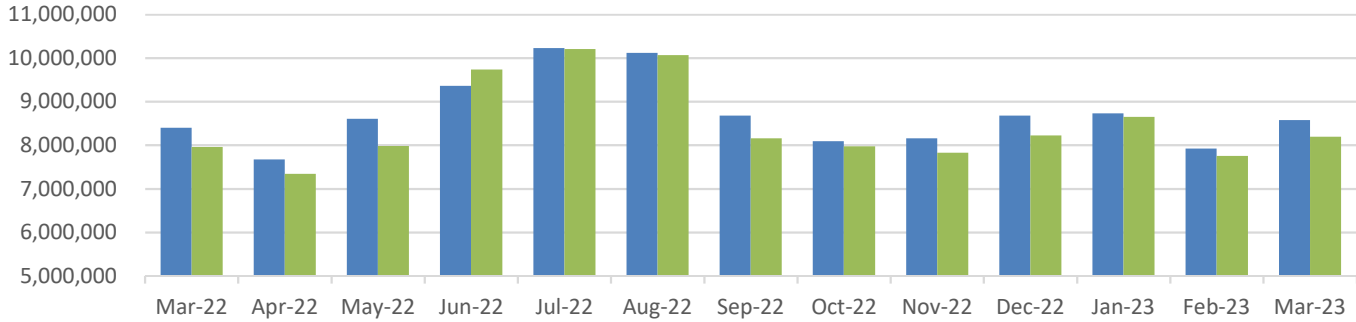
Waupun Utilities											
Construction and Plant Additions Summary											
March 2023											
<b>CONSTRUCTION:</b>											
Description	Electric			Sewer			Water			Total	
	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
<b>Projects:</b>											
Substation upgrades	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Poles, towers and fixtures	-	-	10,000	-	-	-	-	-	-	-	10,000.00
Overhead and underground conductor and devices	1,009	1,009	20,000	-	-	-	-	-	-	1,009	20,000
Transformers	95,385	107,726	110,000	-	-	-	-	-	-	107,726	110,000
Overhead and Underground Services	-	6,844	15,000	-	-	-	-	-	-	6,844	15,000
LED street lighting	2,773	4,531	5,000	-	-	-	-	-	-	4,531	5,000
Rebuild overhead and underground line	207	207	193,500	-	-	-	-	-	-	207	193,500
CIAC - Work Invoiced to Customer / Others	244	3,110	-	-	-	-	-	-	-	3,110	-
City of Waupun - Shared Services	-	134	-	-	-	-	-	-	-	134	-
Sewer CIPP & manhole lining	-	-	-	-	-	80,500	-	-	-	-	80,500
Meters	-	-	12,000	-	-	-	53	5,265	8,000	5,265	20,000
Miscellaneous Work Orders	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CONSTRUCTION</b>	<b>\$ 99,618</b>	<b>\$ 123,561</b>	<b>\$ 455,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,500</b>	<b>\$ 53</b>	<b>\$ 5,265</b>	<b>\$ 8,000</b>	<b>\$ 128,827</b>	<b>\$ 544,000</b>
<b>CARRYOVER PROJECTS:</b>											
Underground services	\$ -	\$ 5,377	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,377	\$ -
Overhead rebuild - Bly Street	-	39,544	-	-	-	-	-	-	-	39,544	-
United Co-op primary extention	3,386	6,583	-	-	-	-	-	-	-	6,583	-
WWTF Phosphorus Upgrade Engineering	-	-	-	-	3,519,053	3,804,000	-	-	-	3,519,053	3,804,000
WWTF Construction Upgrade - ABNR	-	-	-	5,459	29,409,704	33,704,000	-	-	-	29,409,704	33,704,000
S. Madison street reconstruction - phase 2	-	-	-	-	548,369	574,541	-	734,047	784,242	1,282,416	1,358,783
<b>TOTAL CARRYOVER CONSTRUCTION</b>	<b>\$ 3,386</b>	<b>\$ 51,504</b>	<b>\$ -</b>	<b>\$ 5,459</b>	<b>\$ 33,477,126</b>	<b>\$ 38,082,541</b>	<b>\$ -</b>	<b>\$ 734,047</b>	<b>\$ 784,242</b>	<b>\$ 34,262,677</b>	<b>\$ 38,866,783</b>
<b>PLANT ADDITIONS:</b>											
Description	Electric			Sewer			Water			Total	
	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Cable locator	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Safety equipment & misc tools	-	-	22,000	-	-	-	-	-	-	-	22,000
SCADA upgrades	-	-	-	-	-	-	10,519	10,519	22,000	10,519	22,000
Digester building equipment replacement	-	-	-	-	-	62,500	-	-	-	-	62,500
Other equipment replacement	-	-	-	-	-	4,000	-	-	6,300	-	10,300
<b>TOTAL PLANT ADDITIONS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 66,500</b>	<b>\$ 10,519</b>	<b>\$ 10,519</b>	<b>\$ 28,300</b>	<b>\$ 10,519</b>	<b>\$ 126,800</b>

## Sales and Revenues Dashboard - March 2023

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	8,574,522	↑ 4.7%	↑ 2.6%	Power Costs	\$ 621,045	↑ 5.8%	↑ 8.1%
Revenues	\$ 793,343	↑ 6.0%	↑ 6.6%	Gross Margin	\$ 172,298	↑ 6.6%	↑ 1.3%

### kWhs Sold

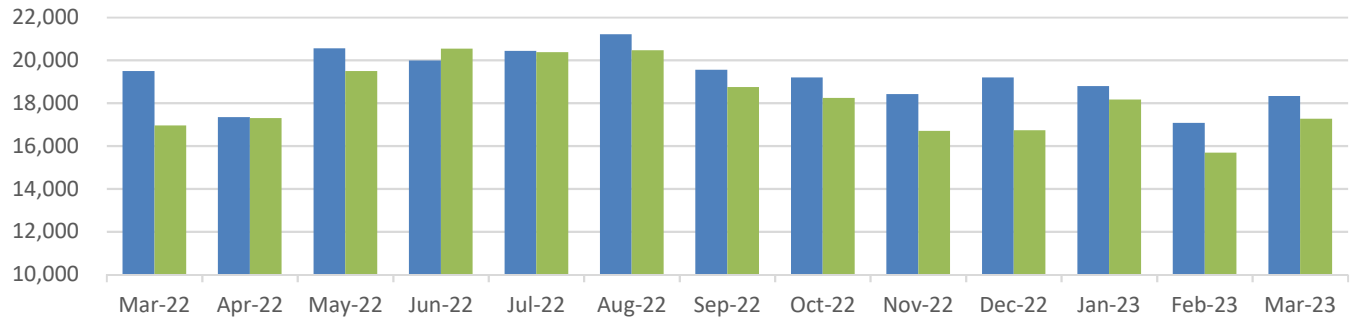
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	18,337	↑ 6.2%	↑ 6.0%	Revenues	\$ 144,098	↑ 3.2%	↑ 3.1%

### Water Cubic Feet (100's) Sold

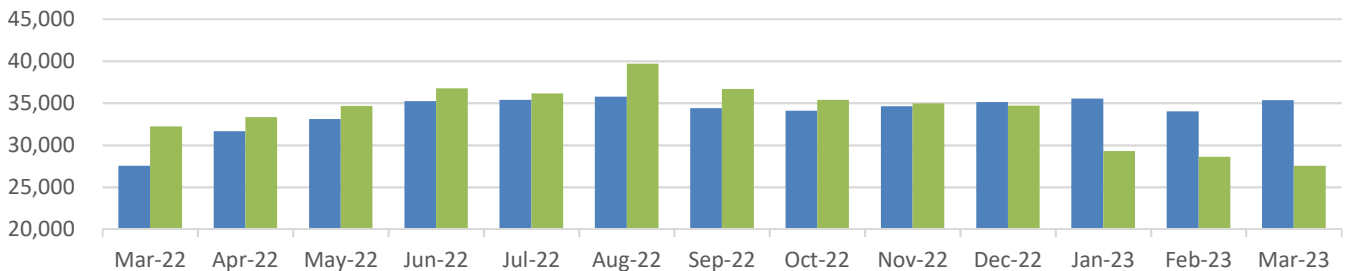
■ Actual ■ Budgeted



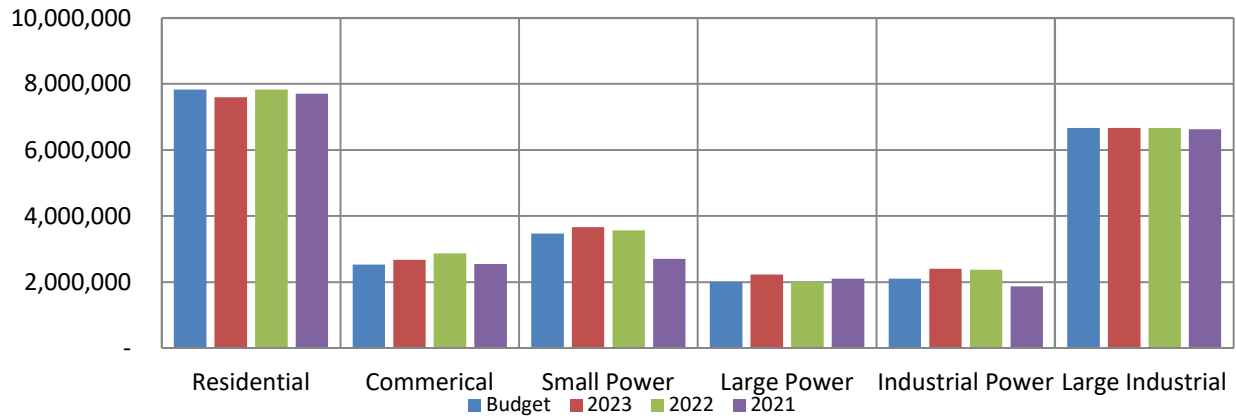
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	35,370	↑ 28.4%	↑ 22.8%	Revenues	\$ 220,884	↑ 17.9%	↑ 13.7%

### Sewer Cubic Feet (100's) Treated

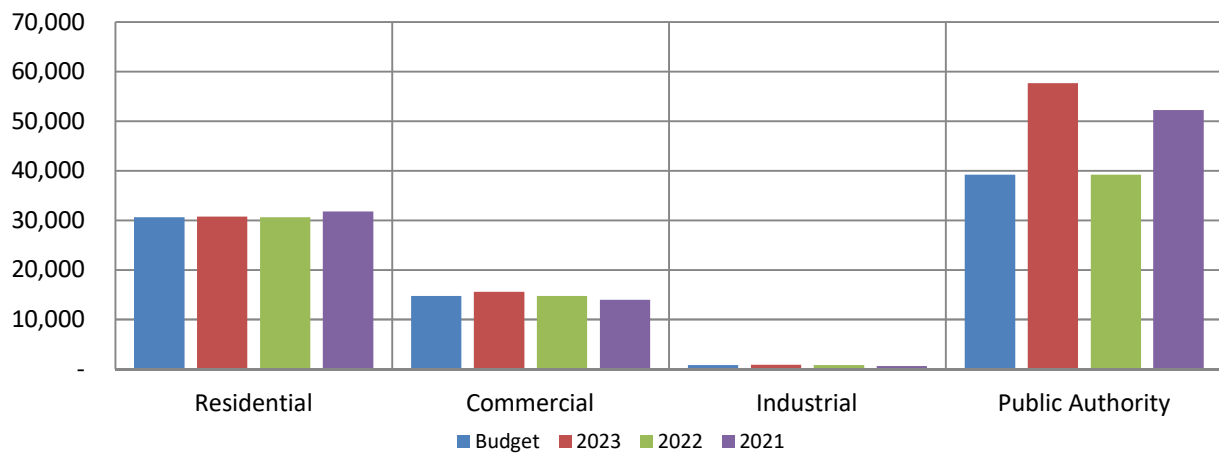
■ Actual ■ Budgeted



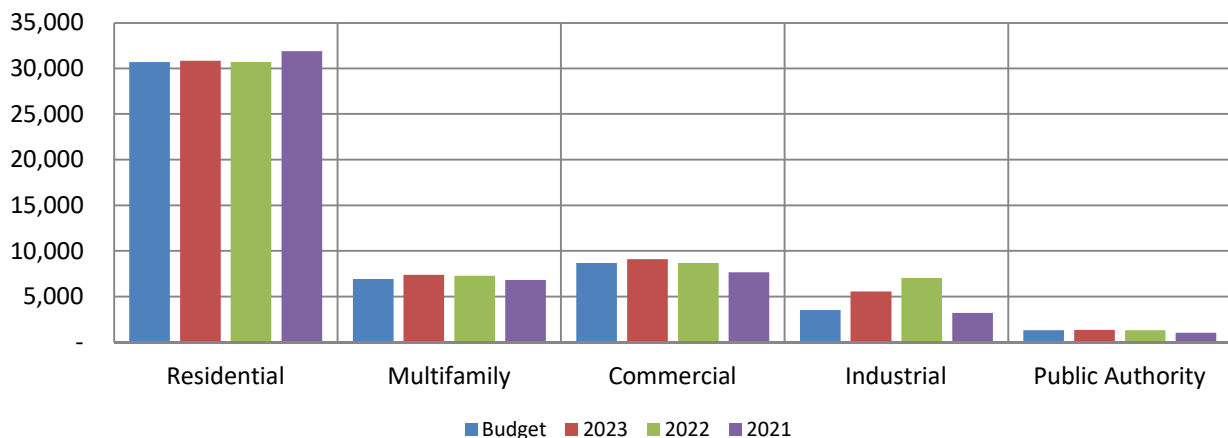
### YTD Electric Sales (kWh)



### YTD Sewer Sales (Ccf)



### YTD Water Sales (Ccf)



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

<b>ELECTRIC</b>	March 2021	March 2022	March 2023
Sales of Electricity	\$ 9,436,188	\$ 10,347,732	\$ 11,178,037
Purchased Power	7,356,504	8,278,265	9,067,941
<b>Gross Margin</b>	<b>2,079,684</b>	<b>2,069,467</b>	<b>2,110,095</b>
	<b>22.0%</b>	<b>20.0%</b>	<b>18.9%</b>
<b>Other Operating Revenues</b>	97,622	182,465	115,981
<b>Operating Expenses</b>			
Distribution expense	286,395	289,335	285,443
Customer accounts expense	113,312	112,458	118,389
Advertising expense	1,414	2,565	(2,070)
Administrative & general expense	370,635	353,441	383,158
<b>Total operating expenses</b>	<b>771,756</b>	<b>757,799</b>	<b>784,919</b>
<b>Other Operating Expenses</b>			
Depreciation expense	621,613	607,943	634,782
Taxes	332,247	319,599	293,287
<b>Total other operating expenses</b>	<b>953,860</b>	<b>927,543</b>	<b>928,069</b>
<b>Operating Income</b>	<b>451,689</b>	<b>566,591</b>	<b>513,088</b>
<b>Other Income (Expense)</b>			
Capital contributions	34,903	142,097	136,867
Interest expense	(37,073)	(26,726)	(21,324)
Amortization of debt-related costs	(7,760)	(6,675)	(6,547)
Other	159,628	11,539	30,066
<b>Total other income (expense)</b>	<b>149,698</b>	<b>120,235</b>	<b>139,062</b>
<b>Net Income</b>	<b>\$ 601,387</b>	<b>\$ 686,825</b>	<b>\$ 652,150</b>

<b>Regulatory Operating Income</b>	515,174	590,854	524,763
<b>Rate of Return</b>	5.92	6.91	6.24
<b>Authorized Rate of Return</b>	5.00	5.00	5.00
<b>Current Ratio</b>	5.7	6.5	6.6
<b>Months of Unrestricted Cash on Hand</b>	3.4	3.9	3.9
<b>Equity vs Debt</b>	0.90	0.92	0.94
<b>Asset Utilization</b>	0.51	0.53	0.56
<b>Combined E&amp;W Debt Coverage</b>	4.31	4.41	4.26
<b>Minimum Required Coverage</b>	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 March, 31 2023**

	Last 12 Months	YTD 2023	YTD Budget	Difference
<b>ELECTRIC</b>				
Operating Revenues	\$ 11,178,037	\$ 2,485,638	\$ 2,331,309	\$ 154,329
Purchased Power	9,067,941	1,964,226	1,816,525	147,701
<b>Gross Margin</b>	<b>2,110,095</b>	<b>521,412</b>	<b>514,784</b>	<b>6,628</b>
	18.9%	21.0%	22.1%	
<b>Other Operating Revenues</b>	115,981	97,072	26,868	70,204
<b>Operating Expenses</b>				
Distribution expense	285,443	84,008	143,755	(59,747)
Customer accounts expense	118,389	28,361	29,934	(1,573)
Advertising expense	(2,070)	750	399	351
Administrative & general expense	383,158	143,027	134,916	8,111
<b>Total operating expenses</b>	<b>784,919</b>	<b>256,146</b>	<b>309,004</b>	<b>(52,858)</b>
<b>Other Operating Expenses</b>				
Depreciation expense	634,782	158,821	158,823	(2)
Taxes	293,287	73,514	67,845	5,669
<b>Total other operating expenses</b>	<b>928,069</b>	<b>232,335</b>	<b>226,668</b>	<b>5,667</b>
<b>Operating Income</b>	<b>513,088</b>	<b>130,003</b>	<b>5,980</b>	<b>124,023</b>
<b>Other Income (Expense)</b>				
Capital contributions	136,867	-	-	-
Interest expense	(21,324)	(4,856)	(4,857)	1
Amortization of debt-related costs	(6,547)	(1,598)	(4,416)	2,819
Other	30,066	20,173	1,251	18,922
<b>Total other income (expense)</b>	<b>139,062</b>	<b>13,719</b>	<b>(8,022)</b>	<b>21,741</b>
<b>Net Income</b>	<b>\$ 652,150</b>	<b>\$ 143,722</b>	<b>\$ (2,042)</b>	<b>\$ 145,764</b>

	March 2023	Feb 2023	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022
Operating Revenues	\$ 793,343	\$ 754,546	\$ 937,748	\$ 834,648	\$ 843,995	\$ 825,740	\$1,041,910	\$1,200,611	\$1,236,535	\$ 1,074,961	\$ 916,617	\$ 717,382	\$ 753,435
Purchased Power	621,045	579,903	763,277	654,234	671,332	660,754	871,172	1,015,723	1,052,262	887,358	739,992	550,888	584,861
<b>Gross Margin</b>	<b>172,298</b>	<b>174,643</b>	<b>174,471</b>	<b>180,414</b>	<b>172,664</b>	<b>164,986</b>	<b>170,739</b>	<b>184,888</b>	<b>184,273</b>	<b>187,603</b>	<b>176,624</b>	<b>166,494</b>	<b>168,574</b>
	21.7%	23.1%	18.6%	21.6%	20.5%	20.0%	16.4%	15.4%	14.9%	17.5%	19.3%	23.2%	22.4%
<b>Other Operating Revenues</b>	8,364	8,700	80,009	(50,986)	9,089	4,163	9,676	11,057	9,782	9,110	8,492	8,526	8,415
<b>Operating Expenses</b>													
Distribution expense	27,741	26,694	29,572	8,126	21,087	24,861	21,196	25,400	22,945	22,703	25,532	29,585	41,722
Customer accounts expense	9,852	10,193	8,316	5,377	9,598	12,709	10,129	9,686	9,564	9,963	10,392	12,610	8,387
Advertising expense	550	200	-	(3,135)	430	1,112	-	2,000	(2,769)	(628)	54	115	2,357
Administrative & general expense	44,490	40,711	57,825	(17,463)	25,907	44,596	34,340	26,363	36,278	23,336	30,156	36,618	37,223
<b>Total operating expenses</b>	<b>82,634</b>	<b>77,799</b>	<b>95,713</b>	<b>(7,095)</b>	<b>57,021</b>	<b>83,277</b>	<b>65,665</b>	<b>63,448</b>	<b>66,018</b>	<b>55,374</b>	<b>66,135</b>	<b>78,929</b>	<b>89,690</b>
<b>Other Operating Expenses</b>													
Depreciation expense	52,940	52,940	52,940	59,987	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997	51,997
Taxes	24,644	24,348	24,522	(25,315)	33,502	38,673	27,739	27,809	27,767	27,944	52,873	8,780	28,460
<b>Total other operating expenses</b>	<b>77,585</b>	<b>77,288</b>	<b>77,462</b>	<b>34,672</b>	<b>85,499</b>	<b>90,670</b>	<b>79,736</b>	<b>79,806</b>	<b>79,764</b>	<b>79,941</b>	<b>104,870</b>	<b>60,777</b>	<b>80,457</b>
<b>Operating Income</b>	<b>20,443</b>	<b>28,256</b>	<b>81,304</b>	<b>101,850</b>	<b>39,233</b>	<b>(4,798)</b>	<b>35,013</b>	<b>52,690</b>	<b>48,273</b>	<b>61,398</b>	<b>14,111</b>	<b>35,315</b>	<b>6,843</b>
<b>Other Income (Expense)</b>													
Capital contributions	-	-	-	11,954	5,000	112,275	5,888	-	-	-	1,749	-	10,385
Interest expense	(1,619)	(1,619)	(1,619)	(1,201)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)	(1,908)
Amortization of debt-related costs	(533)	(533)	(533)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)	(550)
Other	11,832	1,593	6,748	(5,907)	7,964	2,762	(2,101)	1,156	5,254	(1,261)	3,476	(1,451)	(5,191)
<b>Total other income (expense)</b>	<b>9,681</b>	<b>(558)</b>	<b>4,596</b>	<b>4,297</b>	<b>10,506</b>	<b>112,579</b>	<b>1,329</b>	<b>(1,302)</b>	<b>2,796</b>	<b>(3,719)</b>	<b>2,766</b>	<b>(3,910)</b>	<b>2,736</b>
<b>Net Income</b>	<b>\$ 30,124</b>	<b>\$ 27,698</b>	<b>\$ 85,900</b>	<b>\$ 106,147</b>	<b>\$ 49,739</b>	<b>\$ 107,781</b>	<b>\$ 36,342</b>	<b>\$ 51,388</b>	<b>\$ 51,068</b>	<b>\$ 57,679</b>	<b>\$ 16,878</b>	<b>\$ 31,405</b>	<b>\$ 9,579</b>

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

<b>WATER</b>	March 2021	March 2022	March 2023
Operating Revenues	\$ 2,600,319	\$ 2,621,316	\$ 2,662,557
<b>Operating Expenses</b>			
Source of supply expenses	1,368	551	32,944
Pumping expenses	78,189	86,528	90,172
Water treatment expenses	164,944	160,366	185,858
Transmission & distribution expenses	257,178	253,959	246,384
Customer accounts expenses	100,858	103,375	108,590
Administrative & general expense	258,062	257,347	331,763
<b>Total operating expenses</b>	<b>860,598</b>	<b>862,127</b>	<b>995,711</b>
<b>Other Operating Expenses</b>			
Depreciation expense	580,449	571,479	574,502
Taxes	377,303	362,787	341,511
<b>Total other operating expenses</b>	<b>957,752</b>	<b>934,266</b>	<b>916,013</b>
<b>Operating Income</b>	<b>781,969</b>	<b>824,924</b>	<b>750,833</b>
<b>Other Income (Expense)</b>			
Capital contributions from customers and municipal	180,432	80,000	-
Interest expense	(146,632)	(112,551)	(99,325)
Amortization of debt-related costs	(20,216)	(16,965)	(16,122)
Other	(348)	(9,252)	35,505
<b>Total other income (expense)</b>	<b>13,236</b>	<b>(58,768)</b>	<b>(79,942)</b>
<b>Net Income</b>	<b>\$ 795,205</b>	<b>\$ 766,156</b>	<b>\$ 670,891</b>

<b>Regulatory Operating Income</b>	817,658	827,223	791,463
<b>Rate of Return</b>	5.90	5.82	5.68
<b>Authorized Rate of Return</b>	6.50	6.50	6.50
<b>Current Ratio</b>	82.88	59.77	169.31
<b>Months of Unrestricted Cash on Hand</b>	15.87	19.72	18.66
<b>Equity vs Debt</b>	0.73	0.76	0.79
<b>Asset Utilization</b>	0.36	0.38	0.40

**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 March 31, 2023**

	Last 12 Months	YTD 2023	YTD Budget	Difference
<b>WATER</b>				
Operating Revenues	\$ 2,662,557	\$ 649,500	\$ 634,790	\$ 14,710
<b>Operating Expenses</b>				
Source of supply expenses	32,944	946	15,099	(14,153)
Pumping expenses	90,172	23,321	24,057	(736)
Water treatment expenses	185,858	43,688	48,609	(4,921)
Transmission & distribution expenses	246,384	33,760	71,139	(37,379)
Customer accounts expenses	108,590	26,011	28,008	(1,997)
Administrative & general expense	331,763	94,032	82,635	11,397
<b>Total operating expenses</b>	<b>995,711</b>	<b>221,759</b>	<b>269,547</b>	<b>(47,789)</b>
<b>Other Operating Expenses</b>				
Depreciation expense	574,502	138,267	146,994	(8,727)
Taxes	341,511	87,861	91,137	(3,276)
<b>Total other operating expenses</b>	<b>916,013</b>	<b>226,128</b>	<b>238,131</b>	<b>(12,003)</b>
<b>Operating Income</b>	<b>750,833</b>	<b>201,613</b>	<b>127,112</b>	<b>74,501</b>
<b>Other Income (Expense)</b>				
Capital contributions	-	-	-	-
Interest expense	(99,325)	(23,656)	(23,655)	(1)
Amortization of debt-related costs	(16,122)	(3,817)	(13,620)	9,803
Other	35,505	19,504	624	18,880
<b>Total other income (expense)</b>	<b>(79,942)</b>	<b>(7,968)</b>	<b>(36,651)</b>	<b>28,683</b>
<b>Net Income</b>	<b>\$ 670,891</b>	<b>\$ 193,645</b>	<b>\$ 90,461</b>	<b>\$ 103,184</b>

	March 2023	Feb 2023	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022
<b>WATER</b>													
Operating Revenues	\$ 217,490	\$ 211,459	\$ 220,551	\$ 217,935	\$ 219,019	\$ 225,597	\$ 223,220	\$ 230,796	\$ 228,004	\$ 225,883	\$ 229,129	\$ 213,473	\$ 220,610
<b>Operating Expenses</b>													
Source of supply expenses	946	-	-	490	76	54	23,005	-	8,092	-	-	281	-
Pumping expenses	7,805	8,217	7,299	9,810	6,718	6,321	8,384	7,254	7,393	7,019	6,985	6,967	8,219
Water treatment expenses	13,627	17,931	12,130	14,050	18,537	14,577	15,003	20,809	13,153	11,452	21,549	13,038	16,463
Transmission & distribution expenses	14,483	11,211	8,066	48,611	15,315	30,946	28,431	14,519	18,659	14,705	22,250	19,190	12,896
Customer accounts expenses	9,005	9,483	7,523	6,636	8,451	11,594	8,882	8,551	8,859	8,870	9,136	11,601	9,559
Administrative & general expense	30,437	21,104	42,491	30,185	26,256	23,067	28,516	27,113	32,032	18,525	23,286	28,751	25,817
<b>Total operating expenses</b>	<b>76,303</b>	<b>67,946</b>	<b>77,509</b>	<b>109,782</b>	<b>75,354</b>	<b>86,559</b>	<b>112,220</b>	<b>78,246</b>	<b>88,188</b>	<b>60,571</b>	<b>83,206</b>	<b>79,827</b>	<b>72,953</b>
<b>Other Operating Expenses</b>													
Depreciation expense	46,089	46,089	46,089	51,830	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051	48,051
Taxes	29,431	29,116	29,314	(2,698)	31,412	35,202	31,557	31,597	31,468	31,374	61,870	1,867	31,287
<b>Total operating expenses</b>	<b>75,520</b>	<b>75,205</b>	<b>75,403</b>	<b>49,132</b>	<b>79,463</b>	<b>83,253</b>	<b>79,608</b>	<b>79,647</b>	<b>79,519</b>	<b>79,425</b>	<b>109,920</b>	<b>49,918</b>	<b>79,337</b>
<b>Operating Income</b>	<b>65,666</b>	<b>68,308</b>	<b>67,639</b>	<b>59,021</b>	<b>64,203</b>	<b>55,785</b>	<b>31,392</b>	<b>72,903</b>	<b>60,297</b>	<b>85,888</b>	<b>36,003</b>	<b>83,727</b>	<b>68,319</b>
<b>Other Income (Expense)</b>													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(7,885)	(7,885)	(7,885)	(6,869)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)	(8,600)
Amortization of debt-related costs	(1,272)	(1,272)	(1,272)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)	(1,367)
Other	10,162	1,860	7,482	4,851	8,847	3,170	(2,083)	(1,117)	1,263	(1,225)	3,825	(1,532)	(5,570)
<b>Total other income (expense)</b>	<b>1,005</b>	<b>(7,298)</b>	<b>(1,676)</b>	<b>(3,385)</b>	<b>(1,120)</b>	<b>(6,797)</b>	<b>(12,050)</b>	<b>(11,084)</b>	<b>(8,704)</b>	<b>(11,192)</b>	<b>(6,142)</b>	<b>(11,500)</b>	<b>(15,537)</b>
<b>Net Income</b>	<b>\$ 66,671</b>	<b>\$ 61,011</b>	<b>\$ 65,963</b>	<b>\$ 55,636</b>	<b>\$ 63,083</b>	<b>\$ 48,988</b>	<b>\$ 19,343</b>	<b>\$ 61,819</b>	<b>\$ 51,593</b>	<b>\$ 74,696</b>	<b>\$ 29,861</b>	<b>\$ 72,228</b>	<b>\$ 52,782</b>

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

<b>SEWER</b>	March 2021	March 2022	March 2023
Operating Revenues	\$ 2,311,805	\$ 2,236,505	\$ 2,873,572
<b>Operating Expenses</b>			
WWTP operation expenses	372,624	388,860	531,709
Laboratory expenses	89,602	68,111	75,463
Maintenance expenses	413,767	613,154	469,961
Customer accounts expenses	133,341	140,278	143,526
Administrative & general expenses	435,944	405,943	446,010
<b>Total operating expenses</b>	<b>1,445,278</b>	<b>1,616,346</b>	<b>1,666,668</b>
<b>Other Operating Expenses</b>			
Depreciation expense	707,695	697,051	705,174
<b>Total other operating expenses</b>	<b>707,695</b>	<b>697,051</b>	<b>705,174</b>
<b>Operating Income</b>	<b>158,832</b>	<b>(76,891)</b>	<b>501,730</b>
<b>Other Income (Expense)</b>			
Interest expense	(60,313)	(135,983)	(299,114)
Capital contributions	134,100	92,000	4,980,000
Other	(130,276)	(36,912)	46,757
<b>Total other income (expense)</b>	<b>(56,488)</b>	<b>(80,896)</b>	<b>4,727,644</b>
<b>Net Income</b>	<b>\$ 102,344</b>	<b>\$ (157,787)</b>	<b>\$ 5,229,373</b>

<b>Operating Income (excluding GASB 68 &amp; 75)</b>	163,375	(120,090)	470,111
<b>Rate of Return</b>	1.04	(0.85)	3.37
<b>Current Ratio</b>	52.05	9.18	7.96
<b>Months of Unrestricted Cash on Hand</b>	18.71	9.50	6.52
<b>Equity vs Debt</b>	0.81	0.39	0.40
<b>Asset Utilization</b>	0.50	0.49	0.51
<b>Debt Coverage</b>	0.91	0.47	1.40
<b>Minimum Required Coverage</b>	1.20	1.20	1.20

**Note 1** - Sewer rates increased April 2022.

**Definitions**

**Rate of Return** - Return on investment in capital infrastructure.

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

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

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

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

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



**WAUPUN UTILITIES**  
**Detailed Income Statement and YTD Budget Comparison**  
**Sewer Utility**  
**For the Period Ended March 31, 2023**

	Last 12 Months	YTD 2023	YTD Budget	Difference
<b>SEWER</b>				
Operating Revenues	\$ 2,873,572	\$ 783,511	\$ 647,857	\$ 135,654
<b>Operating Expenses</b>				
WWTP operation expenses	531,709	162,555	170,253	(7,698)
Laboratory expenses	75,463	20,122	19,305	817
Maintenance expenses	469,961	98,801	99,117	(316)
Customer accounts expenses	143,526	34,245	38,370	(4,125)
Administrative & general expenses	446,010	147,924	120,333	27,591
<b>Total operating expenses</b>	<b>1,666,668</b>	<b>463,647</b>	<b>447,378</b>	<b>16,269</b>
<b>Other Operating Expenses</b>				
Depreciation expense	705,174	180,619	171,894	8,725
<b>Total other operating expenses</b>	<b>705,174</b>	<b>180,619</b>	<b>171,894</b>	<b>8,725</b>
<b>Operating Income (Loss)</b>	<b>501,730</b>	<b>139,244</b>	<b>28,585</b>	<b>110,659</b>
<b>Non-operating Income (Expense)</b>				
Interest Expense	(299,114)	(80,128)	(80,127)	(1)
Capital contributions	4,980,000	795,000	976,524	(181,524)
Other	46,757	33,314	3,750	29,564
<b>Total other income (expense)</b>	<b>4,727,644</b>	<b>748,186</b>	<b>900,147</b>	<b>(151,961)</b>
<b>Net Income (Loss)</b>	<b>\$ 5,229,373</b>	<b>\$ 887,430</b>	<b>\$ 928,732</b>	<b>\$ (41,302)</b>

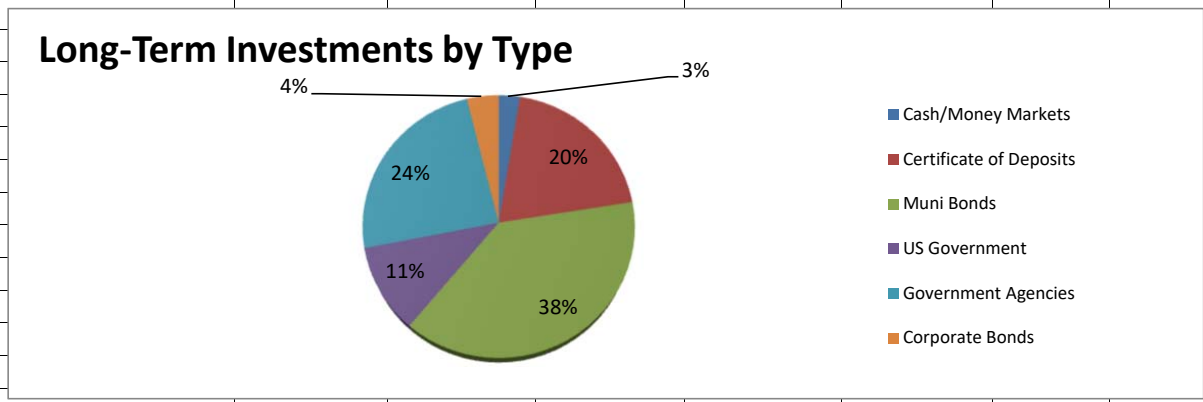
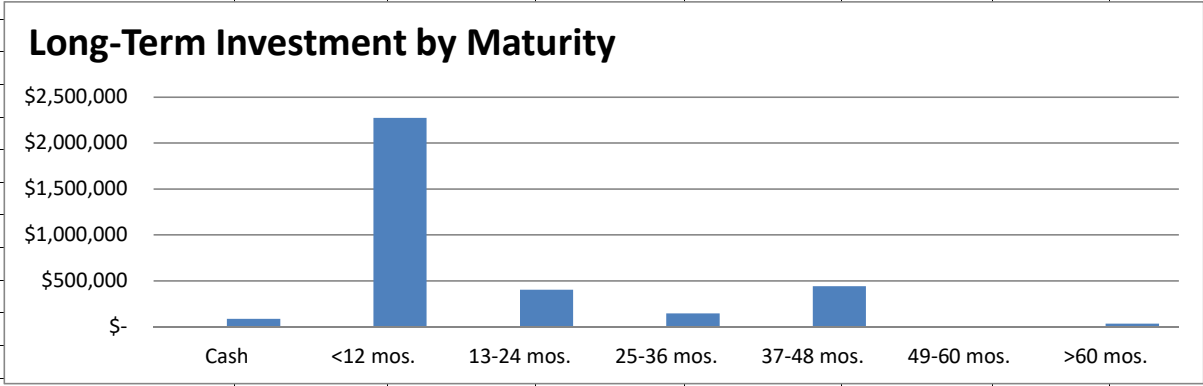
	March 2023	Feb 2023	Jan 2023	Dec 2022	Nov 2022	Oct 2022	Sept 2022	Aug 2022	July 2022	June 2022	May 2022	April 2022	March 2022
<b>SEWER</b>													
Operating Revenues	\$ 263,430	\$ 249,808	\$ 270,273	\$ 272,291	\$ 246,708	\$ 243,017	\$ 213,457	\$ 257,409	\$ 225,150	\$ 211,007	\$ 216,243	\$ 204,779	\$ 167,923
<b>Operating Expenses</b>													
WWTP operation expenses	65,214	73,383	23,958	54,439	33,715	54,084	40,531	32,189	35,704	30,994	50,865	36,633	29,548
Laboratory expenses	7,571	7,326	5,225	5,417	6,624	6,684	4,466	5,272	6,253	6,375	5,640	8,610	5,579
Maintenance expenses	23,944	42,924	31,932	101,794	13,060	51,477	32,048	29,233	22,604	33,698	57,242	30,006	25,178
Customer accounts expenses	11,711	12,087	10,448	8,150	11,819	14,806	12,066	11,744	11,658	12,011	12,346	14,682	12,094
Administrative & general expense	41,625	37,237	69,061	(6,763)	41,442	48,548	33,204	29,798	39,030	27,848	42,578	42,399	38,575
<b>Total operating expenses</b>	<b>150,065</b>	<b>172,958</b>	<b>140,624</b>	<b>163,037</b>	<b>106,659</b>	<b>175,598</b>	<b>122,315</b>	<b>108,236</b>	<b>115,250</b>	<b>110,925</b>	<b>168,671</b>	<b>132,330</b>	<b>110,974</b>
<b>Other Operating Expenses</b>													
Depreciation expense	60,206	60,206	60,206	55,375	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648	58,648
<b>Total other operating expenses</b>	<b>60,206</b>	<b>60,206</b>	<b>60,206</b>	<b>55,375</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>	<b>58,648</b>
<b>Operating Income (Loss)</b>	<b>53,158</b>	<b>16,644</b>	<b>69,442</b>	<b>53,879</b>	<b>81,401</b>	<b>8,772</b>	<b>32,495</b>	<b>90,525</b>	<b>51,253</b>	<b>41,434</b>	<b>(11,075)</b>	<b>13,802</b>	<b>(1,699)</b>
<b>Other Income (Expense)</b>													
Interest expense	(26,709)	(26,709)	(26,709)	(24,104)	(23,723)	(24,573)	(24,573)	(24,573)	(24,573)	(24,573)	(24,573)	(23,723)	(23,723)
Capital contributions	-	795,000	-	1,064,000	-	1,502,000	-	1,619,000	-	-	-	-	-
Other	20,398	(636)	13,552	821	19,039	5,167	(9,259)	(5,868)	1,173	(4,654)	12,264	(5,240)	(18,757)
<b>Total other income (expense)</b>	<b>(6,312)</b>	<b>767,655</b>	<b>(13,157)</b>	<b>1,040,717</b>	<b>(4,684)</b>	<b>1,482,595</b>	<b>(33,832)</b>	<b>1,588,559</b>	<b>(23,399)</b>	<b>(29,226)</b>	<b>(12,309)</b>	<b>(28,963)</b>	<b>(42,479)</b>
<b>Net Income (Loss)</b>	<b>\$ 46,847</b>	<b>\$ 784,298</b>	<b>\$ 56,285</b>	<b>\$ 1,094,595</b>	<b>\$ 76,717</b>	<b>\$ 1,491,366</b>	<b>\$ (1,337)</b>	<b>\$ 1,679,085</b>	<b>\$ 27,853</b>	<b>\$ 12,208</b>	<b>\$ (23,384)</b>	<b>\$ (15,161)</b>	<b>\$ (44,178)</b>

**WAUPUN UTILITES**  
**Balance Sheets**  
**Electric, Water, and Sewer**

<b>ELECTRIC</b>	<b>March 2021</b>	<b>March 2022</b>	<b>March 2023</b>	<b>Feb 2023</b>	<b>Change</b>
Cash and investments - unrestricted	\$ 2,378,999	\$ 3,063,988	\$ 3,326,251	\$ 3,324,257	\$ 1,994
Cash and investments - restricted	57,840	57,164	57,657	228,137	(170,480)
Receivables	862,853	855,678	870,917	937,553	(66,636)
Materials and supplies	192,577	198,022	383,611	329,934	53,677
Other assets	103,095	116,793	115,466	97,123	18,343
Plant - net of accumulated depreciation	9,080,029	8,913,115	8,912,101	8,866,271	45,829
Deferred outflows of resources	491,728	694,671	1,004,815	1,004,815	-
<b>Total Assets</b>	<b>13,167,121</b>	<b>13,899,431</b>	<b>14,670,818</b>	<b>14,788,091</b>	<b>(117,274)</b>
Accounts payable	564,549	597,768	634,609	592,910	41,698
Payable to sewer utility	-	-	-	-	-
Interest accrued	2,331	1,907	1,181	10,588	(9,406)
Accrued benefits	77,577	78,582	88,414	86,381	2,033
Deferred inflows of resources	832,018	1,013,704	1,261,994	1,268,717	(6,723)
Long-term debt	905,000	735,000	560,000	735,000	(175,000)
Net Position	10,785,645	11,472,470	12,124,620	12,094,496	30,124
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 13,167,121</b>	<b>\$ 13,899,431</b>	<b>\$ 14,670,818</b>	<b>\$ 14,788,091</b>	<b>\$ (117,274)</b>
<b>WATER</b>	<b>March 2021</b>	<b>March 2022</b>	<b>March 2023</b>	<b>Feb 2023</b>	<b>Change</b>
Cash and investments - unrestricted / designated	\$ 1,636,765	\$ 2,012,692	\$ 2,078,891	\$ 2,012,159	\$ 66,732
Cash and investments - restricted	203,512	201,168	203,677	650,416	(446,739)
Receivables	239,437	258,283	235,888	241,838	(5,951)
Materials and supplies	59,280	68,739	69,891	70,145	(254)
Other assets	190,979	151,051	122,183	122,368	(184)
Plant - net of accumulated depreciation	15,756,514	15,700,053	15,880,761	15,920,417	(39,656)
Deferred outflows of resources	245,971	383,028	577,351	577,351	-
<b>Total Assets</b>	<b>18,332,457</b>	<b>18,775,013</b>	<b>19,168,641</b>	<b>19,594,694</b>	<b>(426,053)</b>
Accounts payable	13,002	29,396	6,870	20,064	(13,194)
Interest accrued	9,636	8,600	6,802	49,478	(42,676)
Accrued benefits	40,214	47,774	55,015	53,557	1,458
Deferred inflows of resources	497,232	575,713	755,533	753,846	1,687
Long-term debt	4,295,000	3,870,000	3,430,000	3,870,000	(440,000)
Net Position	13,477,374	14,243,529	14,914,421	14,847,750	66,671
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 18,332,457</b>	<b>\$ 18,775,013</b>	<b>\$ 19,168,641</b>	<b>\$ 19,594,694</b>	<b>\$ (426,053)</b>
<b>SEWER</b>	<b>March 2021</b>	<b>March 2022</b>	<b>March 2023</b>	<b>Feb 2023</b>	<b>Change</b>
Cash and investments - unrestricted	\$ 2,253,657	\$ 1,279,914	\$ 904,945	\$ 922,073	\$ (17,128)
Cash and investments - restricted	2,388,366	2,587,764	2,944,366	2,819,129	125,237
Receivables	261,830	183,004	280,907	271,717	9,189
Receivable from electric utility	-	-	-	-	-
Materials and supplies	7,789	7,346	7,294	7,294	-
Advances to other funds	291,946	255,452	0	0	-
Other assets	29,149	45,077	38,547	27,079	11,469
Plant - net of accumulated depreciation	15,936,031	35,232,854	47,103,262	47,158,805	(55,544)
Deferred outflows of resources	338,279	519,315	797,752	797,752	-
<b>Total Assets</b>	<b>21,507,048</b>	<b>40,110,725</b>	<b>52,077,072</b>	<b>52,003,849</b>	<b>73,223</b>
Accounts payable	11,969	54,719	14,196	17,723	(3,527)
Interest accrued	36,364	104,572	134,797	108,088	26,709
Accrued benefits	59,343	70,198	80,129	77,987	2,142
Deferred inflows of resources	510,810	648,648	896,518	895,466	1,052
Long-term debt	3,066,500	21,568,313	28,057,782	28,057,782	-
Net Position	17,822,062	17,664,275	22,893,649	22,846,802	46,847
<b>Total Liabilities &amp; Net Position</b>	<b>\$ 21,507,048</b>	<b>\$ 40,110,725</b>	<b>\$ 52,077,072</b>	<b>\$ 52,003,849</b>	<b>\$ 73,223</b>

<b>Monthly Dashboard - Cash &amp; Investments</b>	<b>March 2023</b>
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Account	Restrictions	March 2023	Feb 2023	\$ Inc/(Dec)	% Inc/(Dec)
Checking - E	Unrestricted	\$ 876,599	\$ 1,856,894	\$ (980,295)	-52.79%
Checking - W	Unrestricted	407,832	798,002	(390,170)	-48.89%
Checking - S	Unrestricted	546,104	573,393	(27,289)	-4.76%
Reserves - E	Unrestricted	2,449,652	1,467,363	982,289	66.94%
Reserves - W	Unrestricted	1,159,530	704,568	454,961	64.57%
Reserves - S	Unrestricted	358,841	348,680	10,161	2.91%
P&I Redemption - E	Restricted	16,451	187,251	(170,800)	-91.21%
P&I Redemption - W	Restricted	45,818	493,782	(447,964)	-90.72%
P&I Redemption - S	Restricted	997,826	894,428	103,398	11.56%
Bond Reserve - S	Restricted	203,272	194,253	9,019	4.64%
Construction - S	Restricted	927	927	0	0.00%
Depreciation - E	Restricted	41,206	40,887	320	0.78%
Depreciation - W	Restricted	157,858	156,633	1,225	0.78%
ERF - Water Plant	Designated	511,529	509,589	1,940	0.38%
ERF - WWTP	Restricted	<u>1,742,340</u>	<u>1,729,520</u>	<u>12,820</u>	<u>0.74%</u>
		<u>\$ 9,515,786</u>	<u>\$ 9,956,171</u>	<u>\$ (440,385)</u>	<u>-4.42%</u>
Unrestricted and Designated		<u>\$ 6,310,087</u>	<u>\$ 6,258,489</u>	<u>\$ 51,597</u>	<u>0.82%</u>
	Restricted	<u>\$ 3,205,700</u>	<u>\$ 3,697,682</u>	<u>\$ (491,982)</u>	<u>-13.31%</u>





TO: Waupun Utilities Commissioners  
FROM: Steve Brooks, General Manager  
DATE: May 8, 2023  
SUBJECT: General Manager Report

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### **Electric Department Update:**

#### Call-Ins

- April 17<sup>th</sup> for downed wire behind 315 E. Main St. (Communications Line)
- April 25<sup>th</sup> for downed wire behind 500 block of E. Main St. (Communications Line)

#### United Cooperative

- We continue to work with United Cooperative on infrastructure design, placement, and timing of installation. Staff is also working to complete the Construction Authorization Agreement, a requirement of the Wisconsin Public Service Commission.

#### South Madison Street (County Road M)

- The South Madison Street re-conductor project is in progress. Project is expected to be complete in May.

#### Porcelain Cutout Replacement

- The crew replaced 28 porcelain cutouts on Feeder #6 Main Substation.

### **General Manager Update:**

#### Drinking Water Week

- Mayor Bishop signed a proclamation recognizing Drinking Water Week, May 7-13<sup>th</sup>. Drinking water week is a celebration of Waupun Utilities' year-round service of providing drinking water to Waupun. In addition to the Proclamation, Waupun Utilities is promoting its best tasting water in the state, along with highlighting our dedicated staff.

#### Staff Update

- Todd Flegner's last working day is May 12<sup>th</sup>.
- Ross is becoming more acclimated to our distribution system. We plan to have Ross start to participate in the on-call rotation starting in June.
- A part-time temporary employee has committed to work this summer to help cover the office while employees are on extended leave.

## WPPI Board of Directors Meeting

- Jeff Stanek and I attended the WPPI Board meeting April 27<sup>th</sup>. We received updates from Legal, Government Affairs, and Energy Services. Power Supply provided an overview of MISO (Midcontinent Independent System Operator) energy markets, and transmission planning for tranche 1. Approved projects include (18) new 345 kV lines, with estimated construction cost of \$10.5 billion.
- Boarder States, one of our electrical equipment suppliers, provided a presentation about the current status of the supply chain and what to expect for lead times into 2024.

## Electric Disconnects

- The winter moratorium ended April 15, 2023, allowing utilities to disconnect electric services for those customers in arrears. On March 31, 2023, 442 disconnection notices and 89 friendly reminders were generated. On April 19, 2023, total of 24 electric service disconnections took place due to non-payment.

## Orientation to WPPI

- WPPI is hosting an “Orientation to WPPI Energy” event on June 8<sup>th</sup>. This half-day educational program is optimal for new utility staff and governing body members. Through staff presentations, attendees will learn more about the three functions of WPPI: Power Supply, Government Relations, and Support Services. Any commissioner interested in attending the educational program about our joint action agency, please let WU staff know and we will take care of the rest.

## Large Business Customer Survey

- In late April, WPPI launched the membership’s market research focusing on large business customers. On a three-year rotating basis, WPPI undertakes such studies for members targeting one of their three main customer segments: residential, small-to-midsize businesses, and large businesses. This year’s effort will gather insight from local managed accounts on how to most successfully meet their most important needs. WPPI again partnered with energy industry marketing firm E Source to conduct the survey, which will be branded from each participating member utility.

## Electric Rate Case

- Staff continues to work to provide information required for filing the electric rate case with the Wisconsin Public Service Commission.

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



TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: May 4, 2023  
SUBJECT: Monthly Operation Report

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### **Water Treatment Facility:**

There are no call-ins to report this month.

Veolia completed Tower 1 and Tower 2 routine tank condition assessment as part of our tank maintenance contract. This assessment consists of reviewing the safety, sanitation, structure, security and coatings condition of the tower to help address any minor failures before they become a major problem. After the inspection, a detailed report is provided for code compliance and recommend targeted solutions to remediate critical issues. I am pleased to report, that there are no critical issues.

### **Wastewater Treatment Facility:**

There are no call-ins to report this month.

Xylem Sanitaire completed annual cleaning of the aeration diffusers. Regular cleaning and maintenance of the diffusers will ensure optimal equipment performance, consistently effective treatment of wastewater, and substantial energy savings.

Our WPDES permit requires disinfection beginning May 1<sup>st</sup> through September 30<sup>th</sup>. Disinfection is considered to be the primary mechanism for the inactivation/destruction of pathogenic organisms to prevent the spread of waterborne diseases to downstream users and the environment.

Sabel Trucking has completed spring biosolids land application. Our nutrient management plan allowed 1800 cubic yards of biosolids to be applied to 62 acres of DNR approved agriculture land.

### **Water/Sewer Crew:**

There are no call-ins to report this month.

During the annual leak detection survey, the crew identified and correlated three service leaks that were not surfacing. The leaks are located on West Franklin Street, Roosevelt Street, and Monroe Street. In addition to the service leaks, there was one main line valve leak located on South Harris.

Visu-Sewer has completed lining combined total of 945 feet of sanitary sewer main line on Park Avenue, East Jefferson Street, and West Lincoln Street. The lining process rehabilitates pipes by installing a new fully structural cured-in-place pipe inside the host pipe from above ground. The new pipe "inside the old pipe" will provide maximum strength and flow capacity without the need for digging.

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

WAUPUN UTILITIES COMMISSION

RESOLUTION NO. 05-08-23-01

RESOLUTION RECOGNIZING THE RETIREMENT OF TODD FLEGNER

WHEREAS, the Waupun Utilities Commission gives special recognition to the retirement of longterm employee Todd Flegner;

WHEREAS, the members of this Commission wish to extend our utmost appreciation for the work performed by the staff member:

- Todd Flegner for twenty-eight (28) years of service;

NOW, THEREFORE BE IT RESOLVED, the Waupun Utilities Commission hereby thank and commend Mr. Flegner for his years of dedicated service and contributions to Waupun Utilities.

Dated this 8<sup>th</sup> day of May, 2023.

ATTEST:

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice President

MAYOR'S PROCLAMATION RECOGNIZING DRINKING WATER WEEK

MAY 7-13, 2023

A WEEK-LONG CELEBRATION OF WAUPUN UTILITIES' YEAR-ROUND SERVICE OF PROVIDING DRINKING WATER TO WAUPUN

WHEREAS, water is our most valuable natural resource; and

WHEREAS, Waupun not only has Wisconsin's most delicious water, but also Wisconsin's healthiest water, from the state's only reverse osmosis water treatment facility; and

WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

WHEREAS, Waupun water system provides fluoridated water to community, in which CDC named fluoridated water as 1 of 10 great public health achievements of the 20<sup>th</sup> century as it prevents cavities and tooth decay; and

WHEREAS, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

WHEREAS, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking through treatment and testing of water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers' taps; and

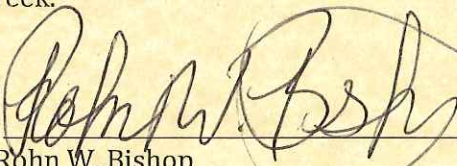
WHEREAS, the coronavirus pandemic has shone a light on the importance of drinking water for health, hydration and hygiene needs; and


WHEREAS, we are all stewards of the water infrastructure upon which current and future generations depend; and

WHEREAS, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;

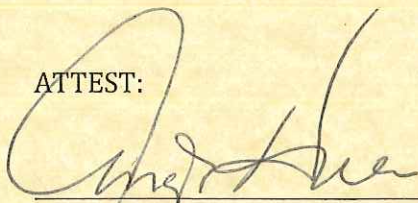
NOW, THEREFORE, be it resolved that by virtue of the authority vested in me as Mayor of Waupun, I do hereby proclaim May 7-13, 2023, as Drinking Water Week.

Dated this 18<sup>th</sup> day of April, 2023.

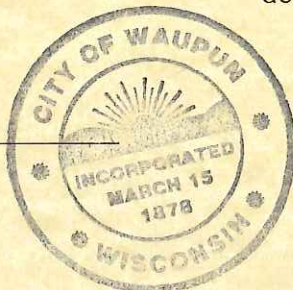
  
Rohn W. Bishop  
Mayor

  
Steven L. Brooks  
General Manager

ATTEST:



Angela J. Hull  
Clerk/Treasurer







TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: May 4, 2023  
SUBJECT: Consumer Confidence Report

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### **What is the Consumer Confidence Report:**

- The Consumer Confidence Reports (CCR) is required by the Federal Environmental Protection Agency (EPA).
- The CCR must be prepared and distributed to all water systems customers, in order to provide information concerning water quality for the previous monitoring year. This report identifies detected contaminants, compliance with drinking water rules, and educational language, and is based on information reported to the Wisconsin Department of Natural Resources (DNR).

### **Summary of Consumer Confidence Results:**

Waupun Utilities adheres to the highest state and federal drinking water standards. We routinely collect more samples and run more tests than are actually required by the EPA and DNR. Those test results are reflected in our Annual Drinking Water Quality Report, showing Waupun's water once again meets or exceeds all federal and state standards for health and safety.

Unless otherwise noted, results are based on testing conducted in 2022. We are pleased to report that we continue to supply high quality water that meets or exceeds all federal and state standards for health and safety.

Please take the time to review, so we can discuss in-depth on Monday.

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## **WAUPUN UTILITIES 2022 ANNUAL WATER QUALITY REPORT**

The Waupun Utilities is pleased to present you with its annual Water Quality Report for 2022. This report provides a complete summary of water quality information from 2022 and also includes general information describing the city's water system, services and other activities of interest. The Waupun Utilities is committed to providing its customers with clear information describing water quality. Informed customers are strong allies.

**During 2022, the Utility had no violations of maximum contaminant levels or other water quality standards.**

### **Our Water Supply**

Waupun Utilities obtains its groundwater supply from five wells ranging in depth from 611 to 921 feet. These wells penetrate the St. Peter, Prairie du Chien, Trempealeau, Franconia, Galesville, Eau Claire and Mr. Simon formations. These five wells are capable of pumping 7.7 million gallons per day.

The Utilities average day design flow is 1.2 million gallons per day based on the capacity of one iron filter and one reverse osmosis system in operation. The maximum capacity of the plant is 2.9 million gallons per day with both iron filters and both reverse osmosis systems in service.

The plant removes iron and manganese, which may cause discoloring and taste issues. Raw well water contains approximately 25 grains of hardness. The treatment plant softens water down to approximately 5 grains of hardness, requiring no in-home softening or iron removal.

In 2022 fluoride dosages from all City sample sites averaged 0.659 PPM. Water samples are routinely taken and analyzed for contaminants as required by Federal and State regulations. Unless otherwise noted, information shown in this report is for the period January 1 through December 31, 2022. This report contains many terms and abbreviations related to water quality that our customers may not be familiar with. A summary of terms, abbreviations and definitions is included in this report to help you better understand the information.

### **Why are there contaminants in my drinking water?**

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline (800-426-4791), or by visiting their Office of Water website at [www.epa.gov/OW](http://www.epa.gov/OW).

## **Do I need to take special precautions?**

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the environmental protection agency's Safe Water Drinking Hotline (800-426-4791). The Waupun Utilities vigilantly tests and monitors the City's water supply to assure the end quality to consumers. Test results have detected some contaminants. The Water Quality Data Table section of this report provides information showing that all water quality criteria met or exceeded Federal and State requirements in 2022.

**The EPA has determined that City of Waupun water is safe at the levels detected.**

## **Water Quality at the Wells**

Samples are taken periodically (as required by sampling schedules issued by the Wisconsin DNR) at Utility wells to monitor concentrations of several common indicators. The information shown below shows ranges of results of water samples taken directly from the Utilities five active wells, in accordance with sampling requirements and schedules provided by the DNR.

### **Well Contaminants**

Indicator	Range of Results	Average
Alkalinity	264 - 366	300
Calcium	69 - 144	87
Chloride	2 - 135	28
Hardness	300 - 335	320
Iron	0.85 - 1.4	1.1
Magnesium	29 - 172	63
Manganese	0.02 - 0.5	0.083
pH	7.0 - 7.3	7.2

## **Water Quality Data Table**

The Water Quality Data Table that follows lists all drinking water contaminants detected and the most recent sample date. The EPA or the DNR allows the Water Utility to monitor for certain contaminants less than once per year because concentrations of these contaminants do not change frequently.

### **Water Quality Data Table**

#### **Inorganic Contaminants**

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Antimony (ppb)	6	6	.65	ND	ND	2020	NO	Discharge from petroleum refineries; fire retardants; ceramic; electronics; solder.
Arsenic (ppm)	0	.0110	ND	ND	ND	2020	NO	Erosion of natural deposits; runoff from orchards; runoff from glass and electronics productions wastes.
Barium (ppm)	2	2	0.0725	0.0725	0.0725	2020	NO	Discharge of drilling wastes; discharge from metal refineries; erosion of natural deposits.

### Water Quality Data Table Continued

#### Inorganic Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Cadmium (ppm)	.005	.005	ND	ND	ND	2020	NO	Corrosion of galvanized pipes; erosion of natural deposits; discharge from metal refineries; runoff from waste batteries and paints.
Total Chromium (ppm)	.1	.1	ND	ND	ND	2020	NO	Discharge from steel and pulp mills; erosion of natural deposits; corrosion of household plumbing systems.
Fluoride (ppm)	4	4	0.5	.5	.5	2020	NO	Erosion of natural deposits; water additive which promotes strong teeth.
Mercury (ppm)	.002	.002	ND	ND	ND	2020	NO	Erosion of natural deposits; discharge of refineries and factories; runoff from landfills; runoff from cropland.
Nitrate Nitrogen (ppm)	10	10	ND	ND	ND	2022	NO	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits. Highest average from any individual sample site.
Nitrite Nitrogen (ppm)	1	1	ND	ND	ND	2020	NO	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits.
Selenium (ppm)	.05	.05	ND	ND	ND	2020	NO	Discharge from petroleum and metal refineries; erosion of natural deposits; discharge from mines.
Thallium (ppm)	.0005	.002	ND	ND	ND	2020	NO	Leaching from ore-processing sites; discharge from electronics, glass and drug factories.

### Water Quality Data Table

#### Unregulated Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Bromoform (ppb)	NR	NR	ND	ND	ND	2022	NO	Range reflects highest results from monitoring sites.
Bromodichloromethane (ppb)	NR	NR	1.1	1.1	1.1	2022	NO	Range reflects highest results from monitoring sites.
Chloroform (ppb)	NR	NR	2.0	2.0	2.0	2022	NO	Range reflects highest results from monitoring sites.
Sodium (ppm)	NR	NR	8.34	8.34	8.37	2020	NO	Range reflects highest results from monitoring sites.

### Water Quality Data Table

#### Volatile Organic Contaminants

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
Tetrachloroethylene (ppb)	0	5	ND	ND	ND	2022	NO	Discharge from factories and dry cleaners.
Trichloroethylene (ppb)	0	5	ND	ND	ND	2022	NO	Discharge from metal degreasing sites and other factories.
<b>Radioactivity</b>								
Gross Alpha (Excl R & U) (pCi/l)	0	15	ND	ND	ND	2022	NO	Erosion of natural deposits.
Gross Alpha (Incl R & U) (pCi/l)	NR	NR	ND	ND	ND	2022	NO	Erosion of natural deposits.
Radium (226+228) (pCi/l)	0	5	.76	.76	.76	2022	NO	Erosion of natural deposits.

### Water Quality Data Table

#### Disinfection Byproducts

Contaminants (units)	MCLG	MCL	Your Water	Range Low	Range High	Sampled Date	Violation	Typical Source
HAA5 (ppb) Haloacetic Acid	60	60	1.27	1.27	1.27	2022	NO	By-product of drinking water chlorination; samples from distribution system.
TTHMs (ppb) Total Trihalomethanes	0	80	7.7	7.7	7.7	2022	NO	By-product of drinking water chlorination; samples from distribution system.

## Water Quality Data Table

### Inorganic Contaminants

Contaminants (units)	MCLG	AL	Your Water	Samples Taken	Sampled Date	Violation	Typical Source
*Copper (ppm)	1.3	1.3	.241	20	2020	NO	Erosion of natural deposits; leaching; corrosion of household plumbing systems; from wood preservatives.
*Lead (ppb)	0	15	.96	20	2020	NO	Corrosion of household plumbing systems; erosion of natural deposits.

\*Sampled every three years

## Water Quality Data Table

### Microbiological Contaminants

Total 2021 samples from sites in the water distribution system	117
Number of coliform detects in 2022	0
Total 2021 samples from water system production wells	16
Number of coliform detects in 2022 production well samples	0

### Synthetic Organic Chemicals

Source water samples taken in 2020 showed no detectable synthetic organic chemicals.
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## Terms and Abbreviations used in this report

- **Variations & Exemptions (V&E)**: State or EPA permission not to meet an MCL or a treatment technique under certain conditions.
- **Non-Detects (ND)**: Laboratory analysis indicates the constituent is not present.
- **Not-Applicable (n/a)**: Limits do not apply.
- **Not-Regulated (NR)**: State or EPA has not established a limit.
- **Parts per million (ppm) or Milligrams per liter (mg/l)**: One part per million corresponds to one minute in two years or one penny in \$10,000.
- **Parts per billion (ppb), or Micrograms per liter (µg/l)**: One part per billion corresponds to one minute in 2,000 years or one penny in \$10,000,000.
- **Picocuries per liter (pCi/l)**: Picocuries per liter is a measure of the radioactivity in water.
- **Total Coliform Rule (TCR)**: Refers to EPA regulations for microbiological standards.
- **Treatment Technique (TT)**: A required process intended to reduce the level of a contaminant in drinking water.
- **MCLG (Maximum Contaminant Level Goal)**: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MCL (Maximum Contaminant Level)**: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. **MCLs are set at very stringent levels. To understand the possible health effects described for many regulated contaminants, a person would have to consume 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.**
- **\*AL (Action Level)**: The concentration of a contaminant which, if exceeded, triggers a treatment or other requirement which a water system must follow. Systems exceeding a lead and/or copper action level must take actions to reduce lead and/or copper in the drinking water. The lead and copper values represent the 90th percentile of all compliance samples collected. If you want information on the number of sites or the actions taken to reduce these levels, please contact the Water Utility office.

## Health Information

### **Lead**

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The Waupun Utilities is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline (800-426-4791) at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead)

### **Radon**

Radon is a radioactive gas that you can't see, taste, or smell. It is found throughout the U.S. Radon can move up through the ground and into a home through cracks and holes in the foundation. Radon can build up to high levels in all types of homes. Radon can also get into indoor air when released from tap water from showering, washing dishes, and other household activities. Compared to radon entering the home through soil, radon entering the home through tap water will in most cases be a small source of radon in indoor air. Radon is a known human carcinogen. Breathing air containing radon can lead to lung cancer. Drinking water containing radon may also cause increased risk of stomach cancer. If you are concerned about radon in your home, test the air in your home. Testing is inexpensive and easy. Fix your home if the level of radon in your air is 4 Picocuries per liter of air (pCi/L) or higher. There are simple ways to fix a radon problem that aren't too costly. For additional information, call your state radon program or call EPA's Radon Hotline (800-SOS-RADON).

### **Nitrates**

Nitrates in drinking water at levels above 10 ppm are a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

## Additional Lead Awareness

### **Which homes are most at risk of having lead in drinking water?**

- Homes with lead household plumbing. This can be determined by a licensed plumber.
- Homes with copper piping and lead solder installed between 1982 and 1987. Lead-based solder was banned for use after this time.
- Homes with faucets or fittings of brass which contain some lead. Plumbing and fixtures installed before January 1, 2014 or purchased from sources outside of the United States may contain lead.

### **How to reduce the risk of lead in your drinking water:**

- Flush your plumbing before using tap water for drinking or cooking. Flush by running the kitchen faucet on cold for a minimum of 3 minutes.
- Use only cold water for cooking and drinking. Water from the hot tap water can dissolve lead more easily than cold water. Boiling water will not reduce the amount of lead in your drinking or cooking water. In fact, boiling can concentrate the lead in water.
- Inspect your faucet aerator. The aerator on the end of your faucet is a screen that can catch debris, including particles of lead. It is recommended to periodically remove the aerator and rinse out any debris.
- Purchase a home filtration system. Home drinking water filtration systems can reduce or eliminate lead. Be sure to look for products certified by NSF/ANSI under Standard 53 for removal of lead.
- Replace your lead service line or interior plumbing. Replacement must be done by a licensed plumber under contract from the homeowner.

### **Please direct any questions to:**

Steve Schramm  
Treatment Facilities and Operations Superintendent  
920-324-7920

## **Waupun Utilities Planning, Improvements, and Operations**

### **Planning**

- Waupun Utilities owns and maintains \$25,500,000 in assets that treat, store, and distribute water to your home or business. These assets consist of five wells, a water treatment facility, one underground reservoir, two elevated water towers, over 50 miles of distribution mains, 3,500 services, and 457 hydrants.
- It is our utmost priority to provide safe, quality water at all times. We continue to monitor for specific contaminants, and strive to meet compliance requirements.

### **Operations**

- Unidirectional flushing (UDF) program to remove mineral and sediment deposits that accumulate over time in the distribution system. UDF is a process designed to move water through pipelines in one direction at a high velocity and from a single water source. This systematic, street-by-street method of flushing is labor-intensive, requiring detailed preparation, planning and execution. UDF has been shown to scour water mains more effectively than traditional flushing. This highly effective flushing program will minimize the frequency of flushing events required by WDNR. In addition, UDF will promote water conservation and improve water quality.
- By regular valve exercising we will have detailed records to ensure the operability of our distribution system. Surveying helps identify the condition and location of all our valves. Knowing the condition of the valves and having an updated GIS system helps eliminate higher costs associated with water main breaks, lost time digging up buried valves, and congested traffic due to excavating roadways.
- Leak detection surveys are conducted on the distribution system with the aid of a correlator. A water leak/break is determined by the use of a correlator to find difficult leaks that are not easily located with traditional acoustical methods. The correlator utilizes two transmitters with sensitive microphones to listen on either side of the known or unknown leak and calculates (correlates) the exact distance to the leak by use of the signal delay, the sensor distance, and the sound velocity. Correlating reduces water loss, unplanned service disruptions, and reduces O&M costs.