



AGENDA

Utility Commission Meeting
Waupun Utilities – 817 S Madison St.
Waupun, WI P.O. Box 431
Monday, June 08, 2020 AT 4:00 PM

There is a regular commission meeting scheduled for Monday, June 08, 2020, at 4:00 PM at the Waupun Utilities Administrative Building located on 817 S. Madison Street, Waupun, Wisconsin.

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

- [1.](#) May 11, 2020 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

- [2.](#) 05-2020 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

- [3.](#) Finance Director Report
- [4.](#) April 2020 Financial Report

GM REPORT / OPERATIONS REPORT

- [5.](#) General Manager and Electric Operations Report
- [6.](#) Water and Wastewater Report

APPEARANCE BY VISITORS

AGENDA

7. Election of Officers
- [8.](#) Discuss/Approve USDA Loan Resolution for Improvements to the City of Waupun Wastewater Treatment Plant and Facilities
- [9.](#) Discuss/Approve Quarles & Brady Bond Council Resolution Authorizing the Issuance and Sale of Sewerage System Mortgage Revenue Bonds
- [10.](#) Review/Approve 2019 Compliance Maintenance Annual Report (CMAR)
11. Discuss Waupun Utilities Website Regarding Key Contact Information

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, May 11, 2020**

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

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

Motion made by Thurmer, seconded by Westphal and unanimously carried, to approve minutes from the April 13, 2020 meeting and April 22, 2020 special meeting.

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

On motion by Kaczmariski, seconded by Westphal and unanimously carried, year-to-date financial reports through March 2020 were approved as presented. General Manager Brooks presented a brief overview of key points for the March Financial report.

General Manager Brooks reported on outages that had occurred and repairs made. Currently in the planning stages, General Manager is working with ATC to replace poles due to aging and clearance issues. Waupun Utilities has recently received national recognition from American Public Power Association (APPA) with the award of "Certificate of Excellence in Reliability" for 2019. Our average outage time was 2.4 minutes a year compared to national average outage time of 143 minutes a year.

Office and Customer Service Lead presented a comparison of number of past due notices mailed and customer balances in arrears for months of April/May 2018, 2019 & 2020. There is a notable increase in balances in arrears due to Covid-19 and emergency order to suspended disconnection of services for non-payment.

Treatment Facilities and Operations Superintendent reported that operations have been running smoothly at the water and wastewater treatment facilities. Quarter 1 testing of Volatile Organic Compounds has been completed for the water treatment facility and all compound results were Non-Detect. Whole Effluent Toxicity testing was performed at the wastewater treatment facility and passed with good results. Water/Sewer Crew staff will be working on preventative maintenance of the distribution and collection system over the next months including jetting the sanitary sewer basin and fire hydrant preventative maintenance program. Maintenance programs help to keep our systems working smoothly and help to prevent large repairs and costly expenses down the road.

Treatment Facilities and Operations Superintendent provided an update on USDA Financing for ABNR project at the WWTP. Project costs have increased by approximately \$2.5 million however loan rates have decreased by 1%. Reduced interest rates will cover the potential project increase and will save over \$4.0 million over life of loan. No additional changes will be needed to customer's rates.

Jim Smith, Applied Technologies, presented an update in regards to the Waste Water Treatment Plant project using ABNR cogeneration system. A cogeneration system would supply most of the electricity and heating needed for the WWTP as well as sequester 16,000 pounds of carbon per day. With the cogeneration system, it would produce the necessary CO2 needed for the ABNR system.

On motion by Kaczmariski, seconded by Homan, to approve Amendment No. 02 to Owner-Engineer Agreement between Waupun Utilities and Applied Technologies, Inc. for Waupun WWTP Upgrade with ABNR project. Motion carried unanimously.

Motion by Thurmer, seconded by Kaczmariski and unanimously carried, to appoint Steve Brooks as WPPI Energy Board Director and Jeff Stanek as WPPI Energy Board Alternate.

On motion by Homan, seconded by Kaczmariski and unanimously carried, meeting was adjourned at 5:09 p.m.

The next commission meeting is scheduled on June 8, 2020, at 4:00 p.m.

Jen Benson
Office & Customer Service Lead

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
4-CONTROL							
250	6918	Weed Spraying @ Substations & Gravel Yard	05/14/2020	536.47	536.47	45911	05/29/2020
Total 4-CONTROL:				536.47	536.47		
ADVANCED DISPOSAL							
720	E10001416384	SANITARY CHRGS/MAIN OFFC BLDG	04/30/2020	170.94	170.94	45912	05/29/2020
	E10001416384	SANITARY CHRGS/MAIN OFFC BLDG	04/30/2020	128.21	128.21	45912	05/29/2020
	E10001416384	SANITARY CHRGS/MAIN OFFC BLDG	04/30/2020	128.20	128.20	45912	05/29/2020
	E10001416906	SANITARY CHRGS FOR WWTP	04/30/2020	1,769.85	1,769.85	45912	05/29/2020
Total ADVANCED DISPOSAL:				2,197.20	2,197.20		
AGNESIAN WORK & WELLNESS SAH							
825	29922	Annual Random Consortium	02/03/2020	39.00	39.00	45913	05/29/2020
	29922	Annual Random Consortium	02/03/2020	31.00	31.00	45913	05/29/2020
	29922	Annual Random Consortium	02/03/2020	30.00	30.00	45913	05/29/2020
Total AGNESIAN WORK & WELLNESS SAH:				100.00	100.00		
AIRGAS USA INC							
855	9970331603	ACETYLENE/OXYGEN/NITROGEN	04/30/2020	23.35	23.35	45858	05/08/2020
	9970331603	ACETYLENE/OXYGEN/NITROGEN	04/30/2020	23.35	23.35	45858	05/08/2020
	9970331603	ACETYLENE/OXYGEN/NITROGEN	04/30/2020	23.36	23.36	45858	05/08/2020
Total AIRGAS USA INC:				70.06	70.06		
ALLIANT ENERGY							
900	183035-05042020	Gas Utility for Water Plant	05/04/2020	365.91	365.91	45859	05/08/2020
	43700-04302020	GAS UTIL BILL FOR SWG PLNT	04/30/2020	596.43	596.43	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	13.02	13.02	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	10.42	10.42	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	10.42	10.42	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	70.33	70.33	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	70.33	70.33	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	70.33	70.33	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	5.21	5.21	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	5.21	5.21	45859	05/08/2020
	590516-04302020	Split Distribution - Main Bldg	04/30/2020	5.22	5.22	45859	05/08/2020
	80105-05182020	GAS UTILITY FOR WELLHOUSE #5	05/18/2020	20.69	20.69	45914	05/29/2020
	931084-04302020	GAS UTIL @ WWTP GARAGE	04/30/2020	727.46	727.46	45859	05/08/2020
Total ALLIANT ENERGY:				1,970.98	1,970.98		
ALTERNATIVE TECHNOLOGIES INC.							
1000	48023	Samples - KF Moisture, Dissolved Gas Analysis	04/30/2020	1,380.00	1,380.00	45915	05/29/2020
Total ALTERNATIVE TECHNOLOGIES INC.:				1,380.00	1,380.00		
AMARIL UNIFORM COMPANY							
1010	IV168487	Face Masks	04/17/2020	47.14	47.14	45860	05/08/2020
	IV168487	Face Masks	04/17/2020	37.47	37.47	45860	05/08/2020
	IV168487	Face Masks	04/17/2020	36.27	36.27	45860	05/08/2020
Total AMARIL UNIFORM COMPANY:				120.88	120.88		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
AMERICAN CASTING & MFG CORP							
1020	317601	Electric Meter Seals	01/13/2020	476.20	476.20	45861	05/08/2020
Total AMERICAN CASTING & MFG CORP:				476.20	476.20		
APPLIED TECHNOLOGIES							
1340	34686	ABNR Upgrades	05/07/2020	202,275.70	202,275.70	45916	05/29/2020
Total APPLIED TECHNOLOGIES:				202,275.70	202,275.70		
AUTO PLUS AUTO PARTS							
1700	039862339	5W20 Oil	04/30/2020	15.62	15.62	45862	05/08/2020
	398000213	Ameristart #155	05/07/2020	97.51	97.51	45917	05/29/2020
	398000216	Crore Deposit return #155	05/07/2020	15.00-	15.00-	45917	05/29/2020
	398000312	V-Belt WWTP	05/11/2020	8.63	8.63	45917	05/29/2020
Total AUTO PLUS AUTO PARTS:				106.76	106.76		
BAKER TILLY VIRCHOW KRAUSE LLP							
2333	BT1614801	PROFESSIONAL SERVICES	05/01/2020	1,531.85	1,531.85	45863	05/08/2020
	BT1614801	PROFESSIONAL SERVICES	05/01/2020	1,531.85	1,531.85	45863	05/08/2020
	BT1614801	PROFESSIONAL SERVICES	05/01/2020	1,532.30	1,532.30	45863	05/08/2020
Total BAKER TILLY VIRCHOW KRAUSE LLP:				4,596.00	4,596.00		
BALLWEG IMPLEMENT CO INC.							
2400	P85090	PARTS FOR UNIT #15	04/23/2020	15.39	15.39	45864	05/08/2020
	P85090	PARTS FOR UNIT #15	04/23/2020	15.39	15.39	45864	05/08/2020
	P85090	PARTS FOR UNIT #15	04/23/2020	15.38	15.38	45864	05/08/2020
	P86266	PARTS FOR UNIT #15	05/04/2020	129.89	129.89	45864	05/08/2020
	P86266	PARTS FOR UNIT #15	05/04/2020	129.89	129.89	45864	05/08/2020
	P86266	PARTS FOR UNIT #15	05/04/2020	129.89	129.89	45864	05/08/2020
Total BALLWEG IMPLEMENT CO INC.:				435.83	435.83		
BL VREE PLUMBING LLC							
3100	734	227 W Brown- Clear Sewer	02/20/2020	160.00	160.00	45918	05/29/2020
	897	Hydrant testing	05/07/2020	265.00	265.00	45918	05/29/2020
Total BL VREE PLUMBING LLC:				425.00	425.00		
BLACKSTONE TECHNOLOGIES LLC							
3105	201281	Coal Patch Mix	04/30/2020	518.44	518.44	45919	05/29/2020
	201281	Coal Patch Mix	04/30/2020	259.22	259.22	45919	05/29/2020
	201281	Coal Patch Mix	04/30/2020	259.22	259.22	45919	05/29/2020
Total BLACKSTONE TECHNOLOGIES LLC:				1,036.88	1,036.88		
BORDER STATES ELECTRIC SUPPLY							
3300	919855934	FIBERGLASS CROSSARM	04/23/2020	1,494.38	1,494.38	45865	05/08/2020
	920003074	(CRUCIFIX) FIBERGLASS STANDOFF	05/20/2020	797.25	797.25	45920	05/29/2020
	920003074	4/0 URD TRIPLEX	05/20/2020	1,249.50	1,249.50	45920	05/29/2020
	920003074	Staples	05/20/2020	100.90	100.90	45920	05/29/2020
	920003074	3/8 Stinger Covers	05/20/2020	372.20	372.20	45920	05/29/2020
Total BORDER STATES ELECTRIC SUPPLY:				4,014.23	4,014.23		

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BUTTERS-FETTING CO. INC.							
3800	J074696	WWTP HVAC gage glass assembly	04/29/2020	226.23	226.23	45866	05/08/2020
Total BUTTERS-FETTING CO. INC.:				226.23	226.23		
CAPITAL NEWSPAPERS							
5450	1702471	MTHLY COMMISSION MTG MINUTES	04/29/2020	32.36	32.36	45867	05/08/2020
	1702471	MTHLY COMMISSION MTG MINUTES	04/29/2020	25.72	25.72	45867	05/08/2020
	1702471	MTHLY COMMISSION MTG MINUTES	04/29/2020	24.89	24.89	45867	05/08/2020
	1703461	MTHLY COMMISSION MTG MINUTES	05/03/2020	7.58	7.58	45867	05/08/2020
	1703461	MTHLY COMMISSION MTG MINUTES	05/03/2020	6.03	6.03	45867	05/08/2020
	1703461	MTHLY COMMISSION MTG MINUTES	05/03/2020	5.83	5.83	45867	05/08/2020
Total CAPITAL NEWSPAPERS:				102.41	102.41		
CAREW CONCRETE & SUPPLY CO							
5600	1165249	Concrete	05/11/2020	73.41	73.41	45921	05/29/2020
	1165607	3/4 CLEAR STONE	05/01/2020	92.51	92.51	45921	05/29/2020
	1166351	3/4 CRUSHER RUN	05/19/2020	89.02	89.02	45921	05/29/2020
	1166591	Clear Stone & Crusher Run	05/20/2020	205.79	205.79	45921	05/29/2020
Total CAREW CONCRETE & SUPPLY CO:				460.73	460.73		
CREE							
6470	2390985	LED Fixture Open Bottom Replacements	05/11/2020	13,750.00	13,750.00	45922	05/29/2020
Total CREE:				13,750.00	13,750.00		
CT LABORATORIES							
6610	153510	Sludge Testing	05/14/2020	464.00	464.00	45923	05/29/2020
Total CT LABORATORIES:				464.00	464.00		
DEPT OF ADMINISTRATION							
7070	505-0000047518	PB FEES - LOW INCOME ENERGY AS	05/06/2020	8,022.00	8,022.00	45924	05/29/2020
Total DEPT OF ADMINISTRATION:				8,022.00	8,022.00		
DIGGERS HOTLINE INC.							
7300	200 4 31801	MONTHLY LOCATE TICKET CHRGS	04/30/2020	194.39	194.39	45925	05/29/2020
Total DIGGERS HOTLINE INC.:				194.39	194.39		
DORNER COMPANY							
7700	152439	Valve Actuator Replacement-WWTP	04/23/2020	5,810.53	5,810.53	45868	05/08/2020
Total DORNER COMPANY:				5,810.53	5,810.53		
ELECTRICAL TESTING LAB LLC							
8150	34183	Gloves & Sleeves Tested	04/28/2020	138.88	138.88	45869	05/08/2020
Total ELECTRICAL TESTING LAB LLC:				138.88	138.88		
ELSTER SOLUTIONS LLC							
8225	9000105152	Electric Meters FM 9S	04/30/2020	289.00	289.00	45870	05/08/2020
	9000106427	2S Meters	05/22/2020	3,180.00	3,180.00	45926	05/29/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total ELSTER SOLUTIONS LLC:				3,469.00	3,469.00		
ENVIRONMENTAL PRODUCTS & ACCESS LLC							
8380	245915	PARTS & SERVICE FOR UNIT#20	05/21/2020	17.68	17.68	45927	05/29/2020
	245915	PARTS & SERVICE FOR UNIT #20	05/21/2020	17.68	17.68	45927	05/29/2020
	245915	PARTS & SERVICE FOR UNIT #20	05/21/2020	141.48	141.48	45927	05/29/2020
Total ENVIRONMENTAL PRODUCTS & ACCESS LLC:				176.84	176.84		
EVOQUA WATER TECHNOLOGIES LLC							
8955	904449135	Mixbed, Filter Cartridge & Surcharge	05/06/2020	690.99	690.99	45928	05/29/2020
Total EVOQUA WATER TECHNOLOGIES LLC:				690.99	690.99		
FABICK RENTALS							
9155	PIMS0042165	Parts for Unit# 33	05/19/2020	8.92	8.92	45929	05/29/2020
	PIMS0042165	Parts for Unit# 33	05/19/2020	8.91	8.91	45929	05/29/2020
Total FABICK RENTALS:				17.83	17.83		
FARM & HOME SUPPLY							
9200	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	13.98	13.98	45871	05/08/2020
	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	13.99	13.99	45871	05/08/2020
	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	15.57	15.57	45871	05/08/2020
	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	120.17	120.17	45871	05/08/2020
	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	37.95	37.95	45871	05/08/2020
	475905-APRIL 2020	MISCELLANEOUS ITEMS	04/30/2020	16.12	16.12	45871	05/08/2020
Total FARM & HOME SUPPLY:				217.78	217.78		
FARMERS ELEVATOR CORP LTD							
9300	107933	Mineral Oil for WWTP	05/18/2020	58.20	58.20	45930	05/29/2020
Total FARMERS ELEVATOR CORP LTD:				58.20	58.20		
FERGUSON WATERWORKS #1476							
9480	300441	Sewer Tapping Saddle	05/07/2020	63.42	63.42	45931	05/29/2020
	301162	6" Saddle Tee	05/14/2020	53.51	53.51	45931	05/29/2020
	301186	6" Saddle WYE	05/13/2020	58.50	58.50	45931	05/29/2020
Total FERGUSON WATERWORKS #1476:				175.43	175.43		
GRAINGER							
11400	9411199855	Pipe Insulation WWTP	01/15/2020	40.40	40.40	45932	05/29/2020
	9418005964	Pressure Gauge WWTP	01/21/2020	36.62	36.62	45932	05/29/2020
	9460859896	Conduit- WWTP	03/02/2020	35.52	35.52	45932	05/29/2020
	9500743290	Chemical Feed Pump Parts WWTP	04/09/2020	257.97	257.97	45932	05/29/2020
Total GRAINGER:				370.51	370.51		
GREMMER & ASSOCIATES INC.							
11600	3	Project 200128-Sewer System Mapping	05/05/2020	120.00	120.00	45933	05/29/2020
Total GREMMER & ASSOCIATES INC.:				120.00	120.00		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
GUELIG WASTE REMOVAL							
11690	50046	RENTAL OF 20yd DUMPSTER - ELEC DEPT	05/13/2020	485.00	485.00	45934	05/29/2020
Total GUELIG WASTE REMOVAL:				485.00	485.00		
GUENTHER SUPPLY INC							
11700	323287	WWTP Gaskets	05/05/2020	77.62	77.62	45872	05/08/2020
	323605	WWTP Gaskets	05/08/2020	22.72	22.72	45935	05/29/2020
Total GUENTHER SUPPLY INC:				100.34	100.34		
H & R SAFETY SOLUTIONS LLC							
12020	4962	Work Gloves	05/27/2020	54.00	54.00	45936	05/29/2020
Total H & R SAFETY SOLUTIONS LLC:				54.00	54.00		
HYDROCORP INC.							
13985	0057086-IN	CROSS CNNCTN CONTROL PROGRM	04/30/2020	2,252.00	2,252.00	45937	05/29/2020
Total HYDROCORP INC.:				2,252.00	2,252.00		
INFOSEND INC							
14490	170063	BILL PRINT & POSTAGE	03/31/2020	957.43	957.43	45873	05/08/2020
	170063	BILL PRINT & POSTAGE	03/31/2020	761.03	761.03	45873	05/08/2020
	170063	BILL PRINT & POSTAGE	03/31/2020	736.49	736.49	45873	05/08/2020
	170063	Bulk Pick Up Insert-City of Waupun	03/31/2020	392.20	392.20	45873	05/08/2020
	170063	Spring Recycling Event	03/31/2020	392.20	392.20	45873	05/08/2020
	171448	BILL PRINT & POSTAGE	04/30/2020	1,073.93	1,073.93	45938	05/29/2020
	171448	BILL PRINT & POSTAGE	04/30/2020	853.64	853.64	45938	05/29/2020
	171448	BILL PRINT & POSTAGE	04/30/2020	826.10	826.10	45938	05/29/2020
	171448	Rate Notice	04/30/2020	146.48	146.48	45938	05/29/2020
	171448	Rate Notice	04/30/2020	116.43	116.43	45938	05/29/2020
	171448	Rate Notice	04/30/2020	112.69	112.69	45938	05/29/2020
Total INFOSEND INC:				6,368.62	6,368.62		
INTEGRATED COMMUNICATIONS SERV							
14650	200401451101	TELEPHONE ANSWERING SERV-AFT	04/20/2020	124.50	124.50	45874	05/08/2020
	200401451101	TELEPHONE ANSWERING SERV-AFT	04/20/2020	98.96	98.96	45874	05/08/2020
	200401451101	TELEPHONE ANSWERING SERV-AFT	04/20/2020	95.78	95.78	45874	05/08/2020
	200501451101	TELEPHONE ANSWERING SERV-AFT	05/18/2020	89.56	89.56	45939	05/29/2020
	200501451101	TELEPHONE ANSWERING SERV-AFT	05/18/2020	71.19	71.19	45939	05/29/2020
	200501451101	TELEPHONE ANSWERING SERV-AFT	05/18/2020	68.88	68.88	45939	05/29/2020
Total INTEGRATED COMMUNICATIONS SERV:				548.87	548.87		
IRBY, STUART C							
14890	S011827773.001	3/0 TRANS MOUNT	04/28/2020	999.80	999.80	45875	05/08/2020
	S011909928.001	100 AMP CUTOUT	05/14/2020	2,106.00	2,106.00	45940	05/29/2020
	S011909928.001	1/0 STR ALUM URD PRIMARY	05/14/2020	5,706.56	5,706.56	45940	05/29/2020
	S011909928.001	2/0 Hotline Clamp	05/14/2020	340.00	340.00	45940	05/29/2020
Total IRBY, STUART C:				9,152.36	9,152.36		
ITU ABSORB TECH INC.							
14950	7464482	SHOP TOWELS FOR WWTP	05/01/2020	23.66	23.66	45876	05/08/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total ITU ABSORB TECH INC.:				23.66	23.66		
J & H CONTROLS INC							
16000	10000021825	BUILDING MAINTENANCE MTHLY CHR	04/15/2020	179.20	179.20	45877	05/08/2020
	10000021825	BUILDING MAINTENANCE MTHLY CHR	04/15/2020	112.00	112.00	45877	05/08/2020
	10000021825	BUILDING MAINT MTHLY CHR	04/15/2020	156.80	156.80	45877	05/08/2020
Total J & H CONTROLS INC:				448.00	448.00		
KEMIRA WATER SOLUTIONS INC.							
17513	9017671909	FERROUS CHLORIDE	04/30/2020	4,058.03	4,058.03	45878	05/08/2020
	9017673592	FERROUS CHLORIDE	05/19/2020	4,171.86	4,171.86	45941	05/29/2020
Total KEMIRA WATER SOLUTIONS INC.:				8,229.89	8,229.89		
MAKOVSKY BRUSH SERVICE LLC							
19550	3647	Chipper Truck and Service	04/20/2020	3,067.20	3,067.20	45879	05/08/2020
Total MAKOVSKY BRUSH SERVICE LLC:				3,067.20	3,067.20		
MARTELLE WATER TREATMENT INC.							
20250	19928	Castic Soda 50% Bulk	05/19/2020	3,027.00	3,027.00	45942	05/29/2020
Total MARTELLE WATER TREATMENT INC.:				3,027.00	3,027.00		
METLIFE SBC							
23230	MAY 2020	LONG TERM DISABILITY PREM	04/16/2020	382.62	382.62	45880	05/08/2020
	MAY 2020	SHORT TERM DISABILITY PREM	04/16/2020	243.90	243.90	45880	05/08/2020
Total METLIFE SBC:				626.52	626.52		
MEUW							
23500	041520-35	SAFETY GROUP PROGRAM COST	04/15/2020	2,388.75	2,388.75	45881	05/08/2020
	041520-35	SAFETY GROUP PROGRAM COST	04/15/2020	1,898.75	1,898.75	45881	05/08/2020
	041520-35	SAFETY GROUP PROGRAM COST	04/15/2020	1,837.50	1,837.50	45881	05/08/2020
Total MEUW:				6,125.00	6,125.00		
SECURIAN FINANCIAL GROUP INC							
25200	26418-1027-JUNE 2	BASIC GROUP LIFE INS PREMIUM	04/30/2020	241.38	241.38	45891	05/08/2020
	26418-1027-JUNE 2	EMPLOYER CONTRIBUTION 20%	04/30/2020	10.89	10.89	45891	05/08/2020
	26418-1027-JUNE 2	EMPLOYER CONTRIBUTION 20%	04/30/2020	8.66	8.66	45891	05/08/2020
	26418-1027-JUNE 2	EMPLOYER CONTRIBUTION 20%	04/30/2020	8.39	8.39	45891	05/08/2020
Total SECURIAN FINANCIAL GROUP INC:				269.32	269.32		
MULCAHY SHAW WATER INC.							
29200	322485	Sampler Pump-WWTP	04/23/2020	581.60	581.60	45882	05/08/2020
Total MULCAHY SHAW WATER INC.:				581.60	581.60		
NCL OF WISCONSIN INC							
33000	438350	Lab Supplies- WWTP	04/24/2020	30.65	30.65	45883	05/08/2020
Total NCL OF WISCONSIN INC:				30.65	30.65		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
OFFICE DEPOT							
38880	477579500099	WWTP-Cartridge	04/16/2020	77.98	77.98	45884	05/08/2020
	484834025001	OFFICE SUPPLIES	04/28/2020	10.84	10.84	45943	05/29/2020
	484834025001	OFFICE SUPPLIES	04/28/2020	8.61	8.61	45943	05/29/2020
	484834025001	OFFICE SUPPLIES	04/28/2020	8.34	8.34	45943	05/29/2020
	484834632001	OFFICE SUPPLIES	04/28/2020	17.79	17.79	45943	05/29/2020
	484834632001	OFFICE SUPPLIES	04/28/2020	14.14	14.14	45943	05/29/2020
	484834632001	OFFICE SUPPLIES	04/28/2020	13.68	13.68	45943	05/29/2020
Total OFFICE DEPOT:				151.38	151.38		
OLSEN SAFETY EQUIPMENT CORP							
38930	0376937-IN	NITRILE P/F GLOVES	05/18/2020	157.88	157.88	45944	05/29/2020
Total OLSEN SAFETY EQUIPMENT CORP:				157.88	157.88		
OSHKOSH OFFICE SYSTEMS							
39000	AR50966	MTHLY CLICK COUNTS	05/01/2020	28.28	28.28	45885	05/08/2020
	AR50966	MTHLY CLICK COUNTS	05/01/2020	22.48	22.48	45885	05/08/2020
	AR50966	MTHLY CLICK COUNTS	05/01/2020	21.74	21.74	45885	05/08/2020
Total OSHKOSH OFFICE SYSTEMS:				72.50	72.50		
PACE ANALYTICAL SERVICES LLC							
40100	2012017626	Analytical Chrgs - Effluent #1 & #2, Recg Water	05/26/2020	3,923.00	3,923.00	45945	05/29/2020
Total PACE ANALYTICAL SERVICES LLC:				3,923.00	3,923.00		
PC CONNECTION SALES CORPORATION							
40300	57662213	New Server	04/20/2020	1,555.74	1,555.74	45886	05/08/2020
	57662213	New Server	04/20/2020	606.73	606.73	45886	05/08/2020
	57662213	New Server	04/20/2020	482.28	482.28	45886	05/08/2020
	57662213	New Server	04/20/2020	466.73	466.73	45886	05/08/2020
	57674815	New Server	04/24/2020	271.76	271.76	45886	05/08/2020
	57674815	New Server	04/24/2020	105.99	105.99	45886	05/08/2020
	57674815	New Server	04/24/2020	84.25	84.25	45886	05/08/2020
	57674815	New Server	04/24/2020	81.53	81.53	45886	05/08/2020
Total PC CONNECTION SALES CORPORATION:				3,655.01	3,655.01		
POLYDYNE INC.							
42000	1450866	CLARIFLOC CE-1855	04/22/2020	11,522.08	11,522.08	45887	05/08/2020
Total POLYDYNE INC.:				11,522.08	11,522.08		
POWER SYSTEM ENGINEERING INC							
42800	9033561	GIS SUPPORT	05/18/2020	114.66	114.66	45946	05/29/2020
	9033561	GIS SUPPORT	05/18/2020	91.14	91.14	45946	05/29/2020
	9033561	GIS SUPPORT	05/18/2020	88.20	88.20	45946	05/29/2020
Total POWER SYSTEM ENGINEERING INC:				294.00	294.00		
PTASCHINSKI CONSTRUCTION INC							
44000	MAD PAY RQST #1	Payment Request #10	05/28/2020	96.90	96.90	45947	05/29/2020
	MAD PAY RQST #1	Payment Request #10	05/28/2020	3,318.30	3,318.30	45947	05/29/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total PTASCHINSKI CONSTRUCTION INC:				3,415.20	3,415.20		
Q-TRONICS							
44440	10080031	USB Car Charger	05/04/2020	9.99	9.99	45888	05/08/2020
Total Q-TRONICS:				9.99	9.99		
QUALITY AGGREGATE LLC							
44470	2491	3/4" Base for services	05/16/2020	335.02	335.02	45948	05/29/2020
	2491	3/4" Base for services	05/16/2020	411.49	411.49	45948	05/29/2020
Total QUALITY AGGREGATE LLC:				746.51	746.51		
REACH WAUPUN							
45400	BACKPACK-2020	Mission Backpack Program (Reach Relief)	05/28/2020	6,000.00	6,000.00	45949	05/29/2020
Total REACH WAUPUN:				6,000.00	6,000.00		
RUEKERT-MIELKE							
49300	131803	Electric SCADA Upgrade	04/30/2020	6,411.00	6,411.00	45889	05/08/2020
	131804	WWTP SCADA Upgrade	04/30/2020	19,309.00	19,309.00	45889	05/08/2020
	131805	WATER SCADA Upgrade	04/30/2020	10,997.50	10,997.50	45889	05/08/2020
	131806	WWTP SCADA Upgrade-Graphics	04/30/2020	7,000.00	7,000.00	45889	05/08/2020
	132041	Electric SCADA Upgrade	05/15/2020	4,889.00	4,889.00	45950	05/29/2020
Total RUEKERT-MIELKE:				48,606.50	48,606.50		
SABEL MECHANICAL LLC							
50300	8029	Sludge Hauled - Sabel	04/24/2020	20,077.50	20,077.50	45890	05/08/2020
Total SABEL MECHANICAL LLC:				20,077.50	20,077.50		
SEERA							
51535	APRIL 2020	"WAUPUN" FOCUS PROGRAM FEE	05/07/2020	2,645.42	2,645.42	45892	05/08/2020
Total SEERA:				2,645.42	2,645.42		
SPECTRUM BUSINESS							
52500	0033381051320	Internet Services	05/13/2020	81.69	81.69	45951	05/29/2020
	0033381051320	Internet Services	05/13/2020	64.93	64.93	45951	05/29/2020
	0033381051320	Internet Services	05/13/2020	62.83	62.83	45951	05/29/2020
	0033381051320	Monthly Service Exp 1st & 2nd	05/13/2020	105.70	105.70	45951	05/29/2020
	0033381051320	Mthly Service Exp 1st & 2nd Ln	05/13/2020	84.02	84.02	45951	05/29/2020
	0033381051320	Mthly Service Exp 1st&2nd Line	05/13/2020	81.30	81.30	45951	05/29/2020
	0033381051320	Water Plant Voice Serv	05/13/2020	79.98	79.98	45951	05/29/2020
	0033381051320	WasteWater Voice Serv	05/13/2020	79.98	79.98	45951	05/29/2020
Total SPECTRUM BUSINESS:				640.43	640.43		
SPEE-DEE							
52600	3982237	SERVICE CHRG for WATER SAMPLES	04/20/2020	66.04	66.04	45893	05/08/2020
	3988207	SERVICE CHRG for WATER SAMPLES	05/04/2020	60.17	60.17	45952	05/29/2020
	4001024	SERVICE CHRG for WATER SAMPLES	05/18/2020	39.58	39.58	45952	05/29/2020
Total SPEE-DEE:				165.79	165.79		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
STOBB PLUMBING & HEATING INC							
53400	10961	Sewer Lateral Repair-605 Cochrane	03/03/2020	180.50	180.50	45953	05/29/2020
	11073	Sewer Lateral Repair-605 Cochrane	04/13/2020	404.00	404.00	45953	05/29/2020
Total STOBB PLUMBING & HEATING INC:				584.50	584.50		
TASC							
55000	IN1762118	Admin Fees	05/01/2020	34.92	34.92	45954	05/29/2020
Total TASC:				34.92	34.92		
TERMINATOR PEST CONTROL LLC							
55950	189087	Pest Control to Main Bldg	05/21/2020	67.50	67.50	45955	05/29/2020
	189087	Pest Control to Main Bldg	05/21/2020	37.50	37.50	45955	05/29/2020
	189087	Pest Control to Main Bldg	05/21/2020	45.00	45.00	45955	05/29/2020
	189676	Pest Control to Water Plant	05/21/2020	125.00	125.00	45955	05/29/2020
	189677	Pest Control to Wastewater Plant	05/21/2020	350.00	350.00	45955	05/29/2020
Total TERMINATOR PEST CONTROL LLC:				625.00	625.00		
TOTAL BUSINESS PRODUCTS INC.							
57350	89731	OFFICE SUPPLIES	05/15/2020	11.70	11.70	45956	05/29/2020
	89731	OFFICE SUPPLIES	05/15/2020	9.30	9.30	45956	05/29/2020
	89731	OFFICE SUPPLIES	05/15/2020	9.00	9.00	45956	05/29/2020
TOTAL BUSINESS PRODUCTS INC.:				30.00	30.00		
TRUCLEANERS LLC							
58700	APRIL 2020	MONTHLY CLEANING SERVICE	04/30/2020	370.50	370.50	45894	05/08/2020
	APRIL 2020	MONTHLY CLEANING SERVICE	04/30/2020	294.50	294.50	45894	05/08/2020
	APRIL 2020	MONTHLY CLEANING SERVICE	04/30/2020	285.00	285.00	45894	05/08/2020
Total TRUCLEANERS LLC:				950.00	950.00		
USA BLUE BOOK							
59600	222888	WWTP Calibration Gas	04/30/2020	240.96	240.96	45895	05/08/2020
	237931	WWTP Polymer Cleaner	05/15/2020	34.19	34.19	45957	05/29/2020
	238017	WWTP Polymer Cleaner	05/15/2020	333.58	333.58	45957	05/29/2020
	240660	WWTP Lysol Wipes (COVID)	05/19/2020	94.04	94.04	45957	05/29/2020
	242075	WWTP Lysol (COVID)	05/20/2020	131.04	131.04	45957	05/29/2020
Total USA BLUE BOOK:				833.81	833.81		
VAN BUREN, JEROME and/or SANDRA							
60800	APRIL 2020 SC	SOLAR CREDIT	05/06/2020	342.22	342.22	45896	05/08/2020
Total VAN BUREN, JEROME and/or SANDRA:				342.22	342.22		
VERIZON WIRELESS							
62900	9853046063	CELLPHONE MTHLY EXPENSES	04/21/2020	107.78	107.78	45897	05/08/2020
	9853046063	CELPHONE MTHLY EXPENSES	04/21/2020	85.67	85.67	45897	05/08/2020
	9853046063	CELLPHONE MTHLY EXPENSES	04/21/2020	82.90	82.90	45897	05/08/2020
	9853046063	DPW'S MTHLY/DATA TABLET CHRGS	04/21/2020	51.90	51.90	45897	05/08/2020
Total VERIZON WIRELESS:				328.25	328.25		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
VERONA SAFETY SUPPLY INC							
63200	29740	Hand Sanitizer	05/27/2020	93.19	93.19	45958	05/29/2020
	29740	Hand Sanitizer	05/27/2020	96.30	96.30	45958	05/29/2020
	29740	Hand Sanitizer	05/27/2020	121.15	121.15	45958	05/29/2020
Total VERONA SAFETY SUPPLY INC:				310.64	310.64		
VISU-SEWER CLEAN SEAL INC							
64500	31472	400' 8" Sewer Liner for Brown St	05/11/2020	13,680.00	13,680.00	45959	05/29/2020
	31472	733' 10" Sewer Liner for Interceptor N of Baseball Complex	05/11/2020	27,703.00	27,703.00	45959	05/29/2020
Total VISU-SEWER CLEAN SEAL INC:				41,383.00	41,383.00		
WAUPUN NAPA AUTO PARTS							
73600	277057	Unit 147 Battery	05/01/2020	62.24	62.24	45898	05/08/2020
	277057	Unit 147 Battery	05/01/2020	62.25	62.25	45898	05/08/2020
	277316	Plug Unit #150	05/05/2020	9.39	9.39	45960	05/29/2020
	277891	Flex tubing #15	05/11/2020	9.41	9.41	45960	05/29/2020
	277891	Flex tubing #15	05/11/2020	9.41	9.41	45960	05/29/2020
	279187	Air Filters Unit #33	05/26/2020	29.59	29.59	45960	05/29/2020
	279187	Air Filters Unit #33	05/26/2020	29.59	29.59	45960	05/29/2020
Total WAUPUN NAPA AUTO PARTS:				211.88	211.88		
WAUPUN, CITY OF							
74400	4/2020 STORMWAT	Stormwater Receipts	05/07/2020	48,518.68	48,518.68	45905	05/08/2020
	4/2020 TRASH/REC	Trash/Recycling Collection	05/07/2020	38,350.00	38,350.00	45905	05/08/2020
	693	Gremmer Inv#11, Ph.2, Lincoln to Libby - Water	05/18/2020	300.00	300.00	45965	05/29/2020
	693	Gremmer Inv#11, Ph.2, Lincoln to Libby - Sewer	05/18/2020	300.00	300.00	45965	05/29/2020
	MAY 2020 PILOT	Property Tax Pilot - May 2020	05/01/2020	30,425.00	30,425.00	45965	05/29/2020
	MAY 2020 PILOT	Property Tax Pilot - May 2020	05/01/2020	24,750.00	24,750.00	45965	05/29/2020
Total WAUPUN, CITY OF:				142,643.68	142,643.68		
WAUPUN UTILITIES							
76800	5/07-PETTY CASH	Sewer Postage	05/07/2020	26.35	26.35	45899	05/08/2020
Total WAUPUN UTILITIES:				26.35	26.35		
WERNER ELECTRIC SUPPLY CO							
78900	S6151461.001	Power Pack-WWTP	05/06/2020	56.90	56.90	45966	05/29/2020
Total WERNER ELECTRIC SUPPLY CO:				56.90	56.90		
WISCONSIN CORRECTIONAL CENTER							
84300	18233	Inmate Labor 01/19/2020-02/01/2020	04/20/2020	126.00	126.00	45906	05/08/2020
Total WISCONSIN CORRECTIONAL CENTER:				126.00	126.00		
WISCONSIN DNR							
85600	420005630-2020-1	Environmental Fees - Wastewater	05/19/2020	8,975.57	8,975.57	45967	05/29/2020
Total WISCONSIN DNR:				8,975.57	8,975.57		
WISCONSIN STATE LAB OF HYGIENE							
88300	633533	Fluoride	04/30/2020	26.00	26.00	45907	05/08/2020

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WISCONSIN STATE LAB OF HYGIENE:				26.00	26.00		
WAUPUN UTILITIES (Refund Acct)							
100000	14029613-22	Ref Overpaymt frm: 411 W Spring St.	05/27/2020	88.24	88.24	45964	05/29/2020
	15011322-22	Ref Overpaymt frm: 1201 Andy Ln	05/27/2020	115.42	115.42	45963	05/29/2020
	15014007-28 REFU	Ref Overpaymt frm: 727 W Lincoln St Apt 3	04/27/2020	134.13	134.13	45903	05/08/2020
	15033050-28 REFU	Ref Overpaymt frm: 218 S. State St.	04/27/2020	76.72	76.72	45901	05/08/2020
	17057640-20 REFU	Ref Overpaymt frm: 1028 Maple Ave	04/27/2020	33.82	33.82	45900	05/08/2020
	19071300-27	Ref Overpaymt frm: 374 Fond du Lac St	05/27/2020	79.49	79.49	45962	05/29/2020
	19072760-22 DEPO	Ref Deposit frm: 534 E Franklin St	05/26/2020	902.60	902.60	45961	05/29/2020
	20080222-26 REFU	Ref Overpaymt frm: 318 E Brown St, Apt 2	04/27/2020	9.48	9.48	45904	05/08/2020
	20080300-34 REFU	Ref Overpaymt frm: 115 S Mill St	04/27/2020	115.78	115.78	45902	05/08/2020
Total WAUPUN UTILITIES (Refund Acct):				1,555.68	1,555.68		
Grand Totals:				596,725.56	596,725.56		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CD						
1						
05/10/2020	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	27.62	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	21.95	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	21.24	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH		70.81-
2						
					.00*	
05/22/2020	2	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	192.74	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	117.46	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	171.61	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH		481.81-
3						
					.00*	
05/28/2020	3	Record April's Wholesale Power Bill ACH Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTR	462,967.24	
		Record April's Wholesale Power Bill ACH Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,158.27	
		Record April's Wholesale Power Bill ACH Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTE	999.35	
		Record April's Wholesale Power Bill ACH Payment	9-1131-0000-00	COMBINED CASH		465,124.86-
4						
					.00*	
05/31/2020	4	Record ONLINE April Expense, May Payment	1-5921-0000-24	OFC SUP & EXP COMPUTER R	9.15	
		Record ONLINE April Expense, May Payment	2-5921-0000-24	OFC SUP & EXP-COMPUTER R	7.26	
		Record ONLINE April Expense, May Payment	3-5851-0000-24	OFC SUP & EXP-COMPUTER R	7.04	
		Record ONLINE April Expense, May Payment	9-1131-0000-00	COMBINED CASH		23.45-
5						
					.00*	
05/12/2020	5	Record April's Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	6,093.26	
		Record April's Sales & Use Tax	9-1131-0000-00	COMBINED CASH		6,093.26-
6						
					.00*	
05/31/2020	6	Record WF Monthly Fees	1-5921-0000-20	OFFICE SUPPLIES AND EXPEN	247.40	
		Record WF Monthly Fees	2-5921-0000-20	OFFICE SUPPLIES & EXPENSE	68.51	
		Record WF Monthly Fees	3-5851-0000-20	OFFICE SUPPLIES & EXPENSE	64.70	
		Record WF Monthly Fees	9-1131-0000-00	COMBINED CASH		380.61-
7						
					.00*	
05/31/2020	7	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD	1,773.84	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD	495.86	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD	463.92	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		2,728.98-
		Record PSN Fees	9-1131-0000-00	COMBINED CASH		4.64-
Documents: 7 Transactions: 27						
Total CD:					474,908.42	474,908.42-
Grand Totals:					474,908.42	474,908.42-



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: June 8, 2020
SUBJECT: April 2020 Financial Report

MONTHLY OPERATING RESULTS – April 2020 Monthly and YTD

Sales

Electric

- Monthly kWh sales were **13.0% below** budget & **16.8% lower** than April 2019 sales; decreases across all customer classes with largest decrease experienced with large industrial power sales
- YTD kWh sales were **5.2% below** budget & **8.7% lower** than April 2019 YTD actual sales

Water

- Monthly sales units of 100 cubic feet were **0.6% below** budget & **0.7% lower** than April 2019 sales; usage increase in residential and industrial with decreases in commercial and public authority
- YTD water sales were **1.1% above** budget & **0.9% higher** than April 2019 YTD actual sales with usage pattern changes across customer classes similar to April 2020 results

Sewer

- Monthly sales units of 100 cubic feet were **11.4% above** budget & **6.6% higher** than April 2019 sales due to higher public authority volume.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget \$180,100 and \$171,500 respectively, due to decreased demand and overall lower purchased power costs
- Gross margin was \$8,700 **below** budget
- Operating expenses were \$23,600 **below** budget primarily due to lower distribution expenses attributed to COVID-19 stay-at-home policies
- Operating income was \$50,800 or \$6,000 **above** budget due to fewer expenses incurred while distribution employees were working from home
- Net income was \$11,900 or \$12,500 **below** budget primarily from an acquisition adjustment of \$62,000 associated with the Alliant Energy asset purchase for area 4.

Water

- Operating revenues were \$2,300 **above** budget
- Operating expenses were \$18,500 **below** budget due to less project and material requirements during the COVID-19 period
- Operating income was \$197,000 or \$10,000 **above** budget
- Net income was \$155,100 or \$35,400 **above** budget

Sewer

- Operating revenues were \$75,300 above budget on strong public authority treatment charges and the first month of revenues at new rates (7.23% effective April 1, 2020)
- Operating expenses were \$18,800 below budget on lower WWTP operation and maintenance expenses for the COVID-19 period
- Operating income was \$142,400 or \$82,100 above budget
- Net income was \$175,300 or \$115,500 above budget on higher operating revenues and investment income

Balance Sheets

Electric

- Balance sheet decreased \$49,700 from March 2020
- Unrestricted cash increased \$140,800
- Accounts receivable decreased \$76,900 on lower sales for the month
- Accounts payable decreased \$84,300 on lower purchased power expense and lower operating expenses

Water

- Balance sheet increased \$36,000 from March 2020
- Total unrestricted and restricted cash increased \$127,000
- Net position increased by \$57,300

Sewer

- Balance sheet increased \$59,000 from March 2020
- Unrestricted cash decreased \$83,700 from payments made for engineering work completed for the WWTP upgrade
- Plant increased by \$79,100 for engineering work completed for the WWTP upgrade less monthly depreciation expense

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction and plant activity consisted primarily of the replacement of the backyard machine (\$91,730), Alliant Energy Area 4 purchase (\$174,183) and the install of LED streetlights. The water utility purchased a valve turner for \$33,086 and the sewer utility paid \$163,168 in engineering fees for the WWTP upgrade.

Cash and Investments

The monthly metrics dashboard for cash and investments provide a monthly comparison of cash and investment balances, and graphs that present long-term investments by maturity, type, and rating.

- Total cash and investments increased \$271,000 from March 2020
- Received interest and distributions of \$5,800 and recorded an unrealized positive market adjustment of \$12,400, along with \$500 in management fees, resulting in a net portfolio gain of \$17,700 for the month.
- Total interest and investment income earned on all accounts for the month was \$8,900 and \$72,100 year-to-date

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

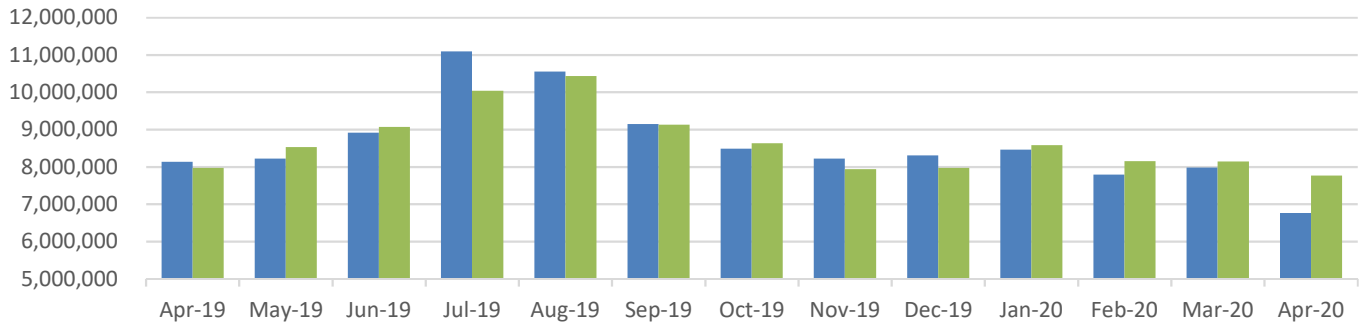
Waupun Utilities											
Construction and Plant Additions Summary											
April 2020											
CONSTRUCTION:	Electric			Sewer			Water			Total	
Description	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Poles, towers and fixtures	\$ -	\$ 3,838	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,838	\$ 10,000
Overhead and underground conductor and devices	497	3,916	10,000	-	-	-	-	-	-	3,916	10,000
Transformers	-	-	70,000	-	-	-	-	-	-	-	70,000
Overhead and Underground Services	227	2,757	15,000	-	-	-	-	-	-	2,757	15,000
LED street lighting	8,741	20,363	50,000	-	-	-	-	-	-	20,363	50,000
Voltage conversion	241	241	15,000	-	-	-	-	-	-	241	15,000
Rebuild overhead line	3,152	3,152	155,000	-	-	-	-	-	-	3,152	155,000
Underground wire and equipment upgrade	-	-	25,000	-	-	-	-	-	-	-	25,000
CIAC - Work Invoiced to Customer / Others	-	18,547	-	-	-	-	-	-	-	18,547	-
Harris Lift Station reconfiguration	-	-	-	-	-	169,000	-	-	-	-	169,000
CIPP Sewer lining	-	-	-	-	-	40,000	-	-	-	-	40,000
Meters	1,195	1,195	6,000	-	-	-	-	13,310	11,500	14,505	17,500
WWTP Phosphorus Upgrade Engineering	-	-	-	163,168	1,117,100	1,914,000	-	-	-	1,117,100	1,914,000
Madison St - Phase 2 Engineering	-	-	-	-	-	-	-	-	-	-	-
Services / Laterals	-	-	-	-	-	-	-	-	-	-	-
Hydrants	-	-	-	-	-	-	-	-	10,000	-	10,000
TOTAL CONSTRUCTION	\$ 14,053	\$ 54,009	\$ 356,000	\$ 163,168	\$ 1,117,100	\$ 2,123,000	\$ -	\$ 13,310	\$ 21,500	\$ 1,184,419	\$ 2,500,500
CARRYOVER PROJECTS:											
Newton/Rock Avenue Engineering	-	-	-	-	23,622	25,000	-	20,647	25,000	44,269	50,000
2019 Madison St Engineering & Construction	-	-	-	126	1,082,592	1,148,100	126	1,210,537	1,442,500	2,293,130	2,590,600
PLANT ADDITIONS:	Electric			Sewer			Water			Total	
Description	Month	YTD	Budget	Month	YTD	Budget	Month	YTD	Budget	YTD	Budget
Server Replacement	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000	\$ -	\$ 12,000
Accounting software upgrade	-	-	5,000	-	-	5,000	-	-	5,000	-	15,000
SCADA software and computer upgrade	-	-	12,000	-	-	39,500	-	-	33,500	-	85,000
Backyard machine replacement	91,730	91,730	105,000	-	-	-	-	-	-	91,730	105,000
Replace wire cutter/hydraulic press tool	-	-	2,900	-	-	-	-	-	-	-	2,900
Valve turner	-	-	-	-	-	-	33,086	33,086	35,000	33,086	35,000
Leak detection loggers / Submersible pump	-	-	-	-	-	-	4,000	4,000	7,000	4,000	7,000
Water treatment plant - equipment replacement	-	-	-	-	-	-	-	-	5,000	-	5,000
Shaler lift station - control panel	-	-	-	-	-	14,000	-	-	-	-	14,000
Digester building equipment replacement	-	-	-	7,913	7,913	86,500	-	-	-	7,913	86,500
Blower building equipment replacement	-	-	-	3,539	3,539	7,000	-	-	-	3,539	7,000
Filter building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Alliant Area 4 Purchase	174,183	174,183	-	-	-	-	-	-	-	174,183	-
Grit/Screen building equipment replacement	-	-	-	-	-	-	-	-	-	-	-
Other equipment replacement	-	-	-	-	-	7,500	-	2,173	-	2,173	7,500
TOTAL PLANT ADDITIONS	\$ 265,913	\$ 265,913	\$ 128,900	\$ 11,453	\$ 11,453	\$ 163,500	\$ 37,086	\$ 39,259	\$ 89,500	\$ 316,625	\$ 381,900

Sales and Revenues Dashboard - April 2020

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	6,765,285	↓ -12.9%	↑ 0.6%	Power Costs	\$ 460,334	↓ -14.5%	↓ -7.6%
Revenues	\$ 624,264	↓ -12.3%	↓ -6.1%	Gross Margin	\$ 163,930	↓ -5.2%	↓ -1.3%

kWhs Sold

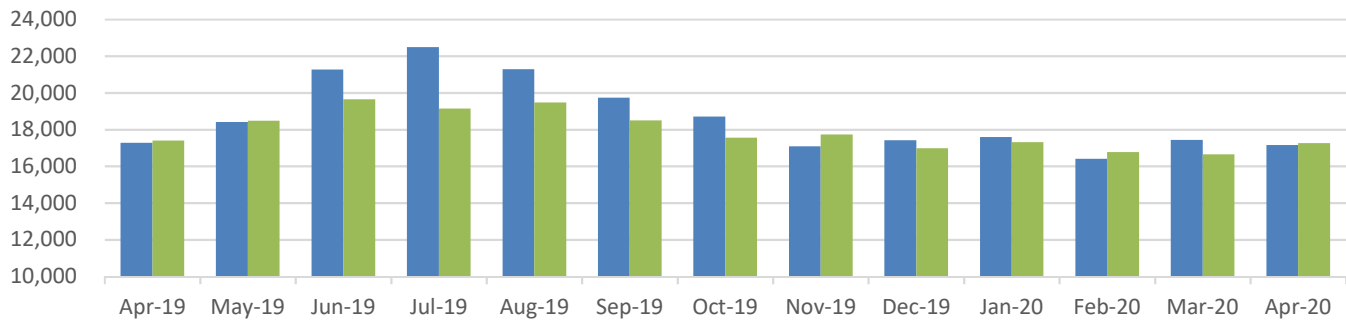
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	17,151	↓ -0.7%	↑ 0.9%	Revenues	\$ 138,455	↓ -0.4%	↑ 0.5%

Water Cubic Feet (100's) Sold

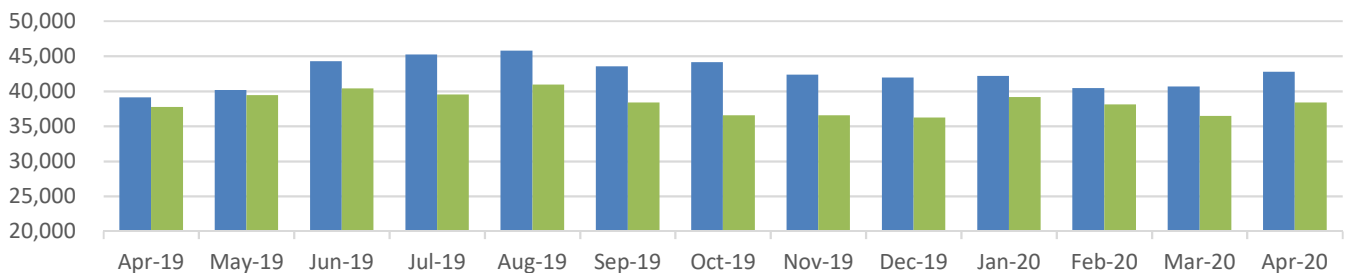
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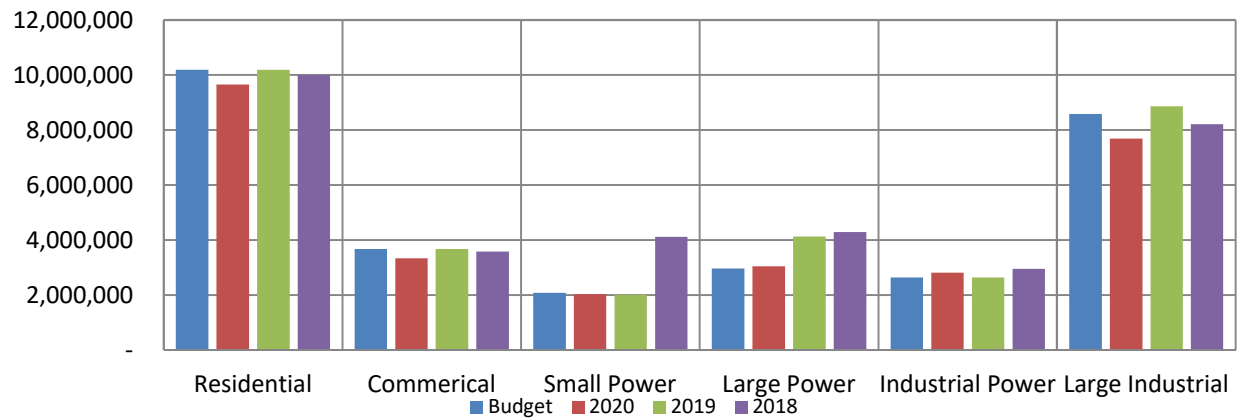
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	42,762	↑ 11.4%	↑ 9.2%	Revenues	\$ 192,716	↑ 12.7%	↑ 12.1%

Sewer Cubic Feet (100's) Treated

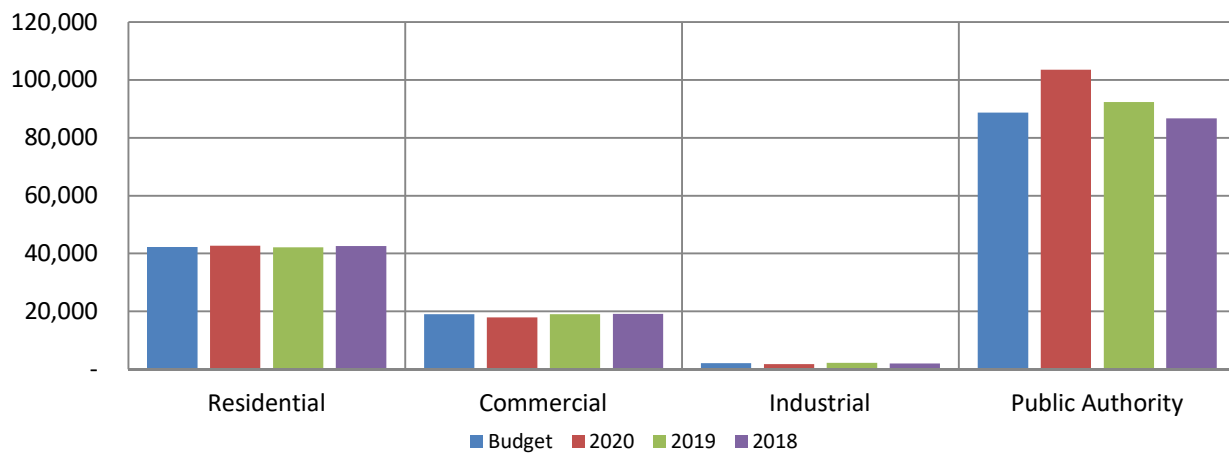
■ Actual ■ Budgeted



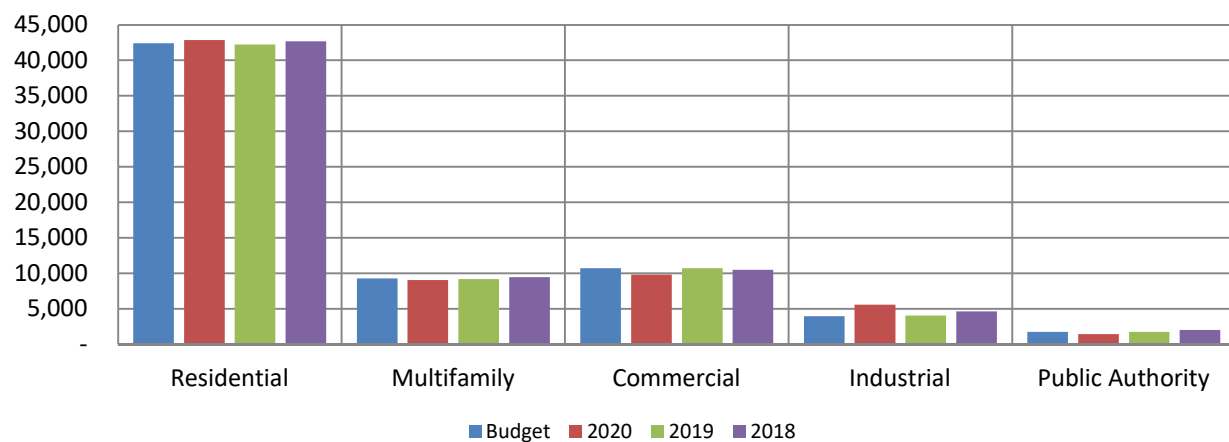
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



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

ELECTRIC	April 2018	April 2019	April 2020
Sales of Electricity	\$ 10,193,133	\$ 9,989,890	\$ 9,482,945
Purchased Power	8,179,226	7,917,660	7,465,022
Gross Margin	2,013,907	2,072,230	2,017,924
	19.8%	20.7%	21.3%
Other Operating Revenues	137,646	99,234	99,054
Operating Expenses			
Distribution expense	259,662	407,491	342,358
Customer accounts expense	108,212	118,036	130,755
Advertising expense	814	1,961	598
Administrative & general expense	399,842	376,111	457,423
Total operating expenses	768,530	903,599	931,135
Other Operating Expenses			
Depreciation expense	566,631	580,510	595,185
Taxes	344,703	342,689	347,861
Total other operating expenses	911,334	923,199	943,046
Operating Income	471,690	344,666	242,797
Other Income (Expense)			
Capital contributions	160,755	106,216	22,649
Interest expense	(38,060)	(34,141)	(33,871)
Amortization of debt-related costs	(18,880)	(17,847)	(35,127)
Other	48,436	(57,127)	52,871
Total other income (expense)	152,252	(2,900)	6,521
Net Income	\$ 623,942	\$ 341,766	\$ 249,318

Regulatory Operating Income	558,955	408,595	346,392
Rate of Return	6.63	4.74	3.98
Authorized Rate of Return	6.00	5.00	5.00
Current Ratio	3.2	3.8	5.5
Months of Unrestricted Cash on Hand	2.2	2.4	2.6
Equity vs Debt	0.85	0.87	0.89
Asset Utilization	0.48	0.49	0.50
Combined E&W Debt Coverage	3.08	3.09	2.61
Minimum Required Coverage	1.25	1.25	1.25

Note 1 - Electric rates increased September 2016.

Definitions

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

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

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

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

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

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

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

	Last 12 Months	YTD 2020	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 9,482,945	\$ 2,768,902	\$ 2,949,010	\$ (180,108)
Purchased Power	7,465,022	2,089,143	2,260,598	(171,455)
Gross Margin	2,017,924	679,759	688,412	(8,653)
	21.3%	24.5%	23.3%	
Other Operating Revenues	99,054	29,253	33,276	(4,023)
Operating Expenses				
Distribution expense	342,358	143,606	186,670	(43,065)
Customer accounts expense	130,755	42,613	35,952	6,661
Advertising expense	598	2,150	532	1,618
Administrative & general expense	457,423	148,354	137,124	11,230
Total operating expenses	931,135	336,722	360,278	(23,556)
Other Operating Expenses				
Depreciation expense	595,185	200,812	196,716	4,096
Taxes	347,861	120,665	119,868	797
Total other operating expenses	943,046	321,477	316,584	4,893
Operating Income	242,797	50,813	44,826	5,987
Other Income (Expense)				
Capital contributions	22,649	15,835	-	15,835
Interest expense	(33,871)	(10,497)	(12,420)	1,923
Amortization of debt-related costs	(35,127)	(2,704)	(6,630)	3,925
Other	52,871	(41,503)	(1,332)	(40,171)
Total other income (expense)	6,521	(38,869)	(20,382)	(18,487)
Net Income	\$ 249,318	\$ 11,944	\$ 24,444	\$ (12,500)

	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019
Operating Revenues	\$ 624,264	\$ 706,940	\$ 700,877	\$ 736,820	\$ 720,989	\$ 716,170	\$ 748,348	\$ 841,575	\$ 1,054,847	\$ 1,082,571	\$ 836,621	\$ 712,923	\$ 726,750
Purchased Power	460,334	540,853	527,569	560,387	545,553	548,208	574,387	678,365	872,571	892,738	707,698	556,360	560,654
Gross Margin	163,930	166,087	173,309	176,433	175,436	167,961	173,961	163,210	182,276	189,833	128,923	156,562	166,096
	26.3%	23.5%	24.7%	23.9%	24.3%	23.5%	23.2%	19.4%	17.3%	17.5%	15.4%	22.0%	22.9%
Other Operating Revenues	6,813	6,900	7,962	7,577	9,288	8,655	8,445	9,053	8,727	7,457	9,820	8,356	7,600
Operating Expenses													
Distribution expense	22,349	44,574	38,112	38,570	3,870	42,184	28,063	23,279	27,942	20,511	24,054	28,849	41,552
Customer accounts expense	8,203	9,875	12,379	12,155	16,293	10,368	11,251	8,989	13,162	8,500	9,436	10,142	9,568
Advertising expense	-	1,000	450	700	200	-	-	120	(3,921)	1,000	500	549	1,661
Administrative & general expense	29,646	43,151	26,356	49,201	72,480	34,281	33,678	32,006	43,977	30,144	32,072	30,432	32,611
Total operating expenses	60,198	98,601	77,297	100,626	92,843	86,833	72,992	64,393	81,160	60,155	66,063	69,973	85,392
Other Operating Expenses													
Depreciation expense	50,203	50,203	50,203	50,203	50,546	49,118	49,118	49,118	49,118	49,118	49,118	49,118	49,118
Taxes	34,223	28,229	27,678	30,534	23,767	27,494	30,340	36,636	28,374	26,715	27,008	26,862	33,403
Total other operating expenses	84,426	78,432	77,881	80,737	74,313	76,612	79,458	85,755	77,492	75,833	76,126	75,980	82,521
Operating Income	26,120	(4,046)	26,093	2,647	17,568	13,172	29,956	22,115	32,350	61,302	(3,446)	18,965	5,782
Other Income (Expense)													
Capital contributions	-	-	15,835	-	6,814	-	-	-	-	-	-	-	-
Interest expense	(2,624)	(2,624)	(2,624)	(2,624)	(5,005)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)	(2,624)
Amortization of debt-related costs	(676)	(676)	(676)	(676)	(22,433)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)	(1,427)
Other	5,011	(58,566)	8,909	3,143	1,917	3,920	2,814	40,771	32,919	1,816	4,384	5,833	3,198
Total other income (expense)	1,710	(61,866)	21,444	(157)	(18,707)	(131)	(1,237)	36,719	28,868	(2,236)	332	1,782	(854)
Net Income	\$ 27,830	\$ (65,912)	\$ 47,536	\$ 2,490	\$ (1,139)	\$ 13,041	\$ 28,719	\$ 58,835	\$ 61,218	\$ 59,067	\$ (3,113)	\$ 20,747	\$ 4,929

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

WATER	April 2018	April 2019	April 2020
Operating Revenues	\$ 2,563,591	\$ 2,579,140	\$ 2,615,145
Operating Expenses			
Source of supply expenses	52,708	457	45,061
Pumping expenses	88,470	94,910	86,670
Water treatment expenses	181,701	194,463	171,771
Transmission & distribution expenses	329,959	300,969	249,328
Customer accounts expenses	104,586	111,864	116,316
Administrative & general expense	265,218	233,874	290,268
Total operating expenses	1,022,643	936,537	959,415
Other Operating Expenses			
Depreciation expense	555,140	539,242	551,816
Taxes	367,533	384,427	378,531
Total other operating expenses	922,673	923,670	930,347
Operating Income	618,275	718,933	725,383
Other Income (Expense)			
Capital contributions from customers and municipal	383,082	67,178	-
Interest expense	(143,547)	(128,763)	(142,899)
Amortization of debt-related costs	(54,745)	(60,501)	(120,772)
Other	14,694	20,018	23,405
Total other income (expense)	199,483	(102,068)	(240,266)
Net Income	\$ 817,758	\$ 616,865	\$ 485,117
Regulatory Operating Income	676,165	764,794	785,694
Rate of Return	5.02	5.48	5.74
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	34.70	36.38	35.73
Months of Unrestricted Cash on Hand	7.81	8.48	10.03
Equity vs Debt	0.66	0.66	0.71
Asset Utilization	0.32	0.34	0.36

Note 1 - Water rates increased May 2012.

Definitions

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

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

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

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

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

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

	Last 12 Months	YTD 2020	YTD Budget	Difference
WATER				
Operating Revenues	\$ 2,615,145	\$ 840,383	\$ 838,083	\$ 2,300
Operating Expenses				
Source of supply expenses	45,061	44,648	38,418	6,230
Pumping expenses	86,670	29,389	31,552	(2,163)
Water treatment expenses	171,771	61,468	68,600	(7,132)
Transmission & distribution expenses	249,328	45,493	87,880	(42,387)
Customer accounts expenses	116,316	40,755	35,908	4,847
Administrative & general expense	290,268	99,052	76,988	22,064
Total operating expenses	959,415	320,805	339,346	(18,541)
Other Operating Expenses				
Depreciation expense	551,816	196,805	184,800	12,005
Taxes	378,531	125,824	127,000	(1,176)
Total other operating expenses	930,347	322,629	311,800	10,829
Operating Income	725,383	196,949	186,937	10,011
Other Income (Expense)				
Capital contributions	-	-	-	-
Interest expense	(142,899)	(39,588)	(50,828)	11,240
Amortization of debt-related costs	(120,772)	(7,079)	(19,607)	12,528
Other	23,405	4,772	3,168	1,604
Total other income (expense)	(240,266)	(41,895)	(67,267)	25,372
Net Income	\$ 485,117	\$ 155,054	\$ 119,670	\$ 35,383

	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019
WATER													
Operating Revenues	\$ 210,519	\$ 211,212	\$ 206,309	\$ 212,343	\$ 210,684	\$ 210,237	\$ 217,066	\$ 222,466	\$ 230,845	\$ 236,283	\$ 230,922	\$ 216,260	\$ 212,132
Operating Expenses													
Source of supply expenses	1,015	35,148	8,485	-	115	-	-	-	90	-	208	-	127
Pumping expenses	7,057	7,354	7,474	7,505	7,166	6,713	6,635	6,789	7,328	8,031	7,567	7,052	8,022
Water treatment expenses	16,195	18,171	13,668	13,435	13,632	10,371	17,263	14,367	13,830	15,539	14,749	10,553	15,749
Transmission & distribution expenses	9,097	11,692	9,998	14,706	20,653	38,804	16,080	18,136	28,275	34,228	19,032	28,626	25,611
Customer accounts expenses	7,417	8,946	12,199	12,194	7,026	9,949	10,585	8,723	12,621	8,153	8,910	9,593	9,313
Administrative & general expense	21,364	27,156	19,148	31,386	55,422	18,024	20,387	17,561	24,872	20,324	18,614	16,010	20,234
Total operating expenses	62,144	108,466	70,971	79,225	104,015	83,862	70,950	65,576	87,017	86,276	69,080	71,835	79,056
Other Operating Expenses													
Depreciation expense	49,201	49,201	49,201	49,201	38,159	45,265	45,265	45,265	45,265	45,265	45,265	45,265	45,265
Taxes	31,140	31,053	31,729	31,903	31,032	29,402	29,548	34,360	32,839	31,986	31,647	31,893	32,214
Total operating expenses	80,342	80,254	80,930	81,104	69,191	74,666	74,813	79,624	78,104	77,250	76,911	77,158	77,479
Operating Income	68,033	22,493	54,408	52,014	37,478	51,709	71,302	77,265	65,725	72,758	84,931	67,267	55,597
Other Income (Expense)													
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(9,897)	(9,897)	(9,897)	(9,897)	(19,591)	(11,589)	(11,589)	(20,953)	(9,897)	(9,897)	(9,897)	(9,897)	(9,897)
Amortization of debt-related costs	(1,770)	(1,770)	(1,770)	(1,770)	(84,725)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)	(4,138)
Other	919	1,238	1,265	1,350	1,421	2,462	1,654	1,651	2,145	2,117	3,821	3,363	3,737
Total other income (expense)	(10,748)	(10,429)	(10,402)	(10,317)	(102,896)	(13,265)	(14,074)	(23,441)	(11,890)	(11,919)	(10,214)	(10,672)	(10,298)
Net Income	\$ 57,286	\$ 12,064	\$ 44,006	\$ 41,697	\$ (65,418)	\$ 38,443	\$ 57,228	\$ 53,825	\$ 53,835	\$ 60,839	\$ 74,717	\$ 56,595	\$ 45,299

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

SEWER	April 2018	April 2019	April 2020
Operating Revenues	\$ 2,297,401	\$ 2,414,434	\$ 2,492,914
Operating Expenses			
WWTP operation expenses	354,016	371,713	369,175
Laboratory expenses	56,780	66,918	74,490
Maintenance expenses	460,273	392,392	439,098
Customer accounts expenses	141,759	151,861	169,469
Administrative & general expenses	395,211	405,507	426,593
Total operating expenses	1,408,038	1,388,391	1,478,825
Other Operating Expenses			
Depreciation expense	679,683	669,579	683,460
Total other operating expenses	679,683	669,579	683,460
Operating Income	209,680	356,464	330,629
Other Income (Expense)			
Interest expense	(80,142)	(63,706)	(52,489)
Capital contributions	349,606	63,390	-
Other	24,923	139,500	136,955
Total other income (expense)	294,388	139,184	84,466
Net Income	\$ 504,068	\$ 495,648	\$ 415,095

Operating Income (excluding GASB 68 & 75)	240,800	376,210	368,832
Rate of Return	1.62	2.77	2.77
Current Ratio	67.55	77.51	41.31
Months of Unrestricted Cash on Hand	22.04	23.80	10.26
Equity vs Debt	0.83	0.86	0.90
Asset Utilization	0.47	0.48	0.50

Note 1 - Sewer rates increased January 2019.

Definitions

Rate of Return - Return on investment in capital infrastructure.

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

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

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

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

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

	Last 12 Months	YTD 2020	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 2,492,914	\$ 828,990	\$ 753,709	\$ 75,281
Operating Expenses				
WWTP operation expenses	369,175	95,977	127,108	(31,131)
Laboratory expenses	74,490	23,595	21,448	2,147
Maintenance expenses	439,098	123,160	139,900	(16,740)
Customer accounts expenses	169,469	65,413	53,332	12,081
Administrative & general expenses	426,593	137,974	123,150	14,825
Total operating expenses	1,478,825	446,119	464,938	(18,819)
Other Operating Expenses				
Depreciation expense	683,460	240,441	228,488	11,953
Total other operating expenses	683,460	240,441	228,488	11,953
Operating Income	330,629	142,430	60,283	82,147
Non-operating Income (Expense)				
Interest Expense	(52,489)	(17,496)	(13,336)	(4,160)
Capital contributions	-	-	-	-
Other	136,955	50,321	12,832	37,489
Total other income (expense)	84,466	32,825	(504)	33,329
Net Income	\$ 415,095	\$ 175,255	\$ 59,779	\$ 115,476

	April 2020	March 2020	Feb 2020	Jan 2020	Dec 2019	Nov 2019	Oct 2019	Sept 2019	Aug 2019	July 2019	June 2019	May 2019	April 2019
SEWER													
Operating Revenues	\$ 222,270	\$ 209,064	\$ 191,422	\$ 206,234	\$ 202,412	\$ 209,870	\$ 215,215	\$ 217,461	\$ 215,798	\$ 210,122	\$ 202,731	\$ 190,316	\$ 194,363
Operating Expenses													
WWTP operation expenses	24,650	27,175	24,398	19,754	37,904	24,653	19,411	50,897	36,983	33,107	45,356	24,886	24,079
Laboratory expenses	5,222	5,172	5,227	7,973	3,501	8,270	5,566	9,443	6,905	4,180	5,825	7,206	7,724
Maintenance expenses	18,255	48,256	42,270	14,380	32,598	54,792	21,627	76,916	35,068	24,144	42,629	28,165	19,867
Customer accounts expenses	14,142	15,560	18,054	17,658	12,626	12,985	13,868	12,049	15,945	11,503	12,271	12,809	12,382
Administrative & general expense	30,720	38,614	29,055	39,585	76,089	27,692	29,438	26,795	36,355	26,975	34,921	30,354	26,612
Total operating expenses	92,989	134,776	119,003	99,350	162,718	128,392	89,910	176,100	131,256	99,908	141,002	103,420	90,664
Other Operating Expenses													
Depreciation expense	60,110	60,110	60,110	60,110	48,175	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406
Total other operating expenses	60,110	60,110	60,110	60,110	48,175	56,406	56,406	56,406	56,406	56,406	56,406	56,406	56,406
Operating Income	69,171	14,178	12,308	46,773	(8,481)	25,071	68,899	(15,045)	28,135	53,807	5,322	30,489	47,293
Other Income (Expense)													
Interest expense	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)	(4,374)
Capital contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	14,976	7,332	19,190	8,823	5,444	5,658	8,236	6,359	25,646	4,185	14,331	16,775	9,704
Total other income (expense)	10,602	2,958	14,816	4,449	1,070	1,283	3,861	1,985	21,272	(189)	9,957	12,401	5,330
Net Income	\$ 79,773	\$ 17,135	\$ 27,124	\$ 51,223	\$ (7,411)	\$ 26,354	\$ 72,760	\$ (13,059)	\$ 49,408	\$ 53,619	\$ 15,279	\$ 42,890	\$ 52,622

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	April 2018	April 2019	April 2020	March 2020	Change
Cash and investments - unrestricted	\$ 1,738,809	\$ 1,855,133	\$ 1,912,385	\$ 1,771,562	\$ 140,823
Cash and investments - restricted	121,595	122,712	40,491	116,780	(76,289)
Receivables	709,783	723,018	740,536	817,394	(76,858)
Materials and supplies	206,987	223,037	178,160	183,345	(5,185)
Other assets	129,248	131,024	131,120	124,590	6,530
Plant - net of accumulated depreciation	9,215,247	9,178,631	9,171,117	9,209,829	(38,712)
Deferred outflows of resources	277,060	482,730	408,536	408,536	-
Total Assets	12,398,729	12,716,285	12,582,344	12,632,035	(49,691)
Accounts payable	595,038	568,013	470,997	555,287	(84,290)
Payable to sewer utility	176,365	114,365	-	-	-
Interest accrued	5,369	4,694	7,740	5,116	2,624
Accrued benefits	304,183	88,249	83,603	81,353	2,250
Deferred inflows of resources	168,731	709,655	737,916	736,021	1,895
Long-term debt	1,432,760	1,268,540	1,070,000	1,070,000	-
Net Position	9,716,283	9,962,770	10,212,088	10,184,258	27,830
Total Liabilities & Net Position	\$ 12,398,729	\$ 12,716,285	\$ 12,582,344	\$ 12,632,035	\$ (49,691)
WATER	April 2018	April 2019	April 2020	March 2020	Change
Cash and investments - unrestricted / designated	\$ 905,088	\$ 933,122	\$ 1,118,359	\$ 904,428	\$ 213,931
Cash and investments - restricted	239,051	960,280	116,664	203,629	(86,965)
Receivables	181,156	182,074	237,708	240,439	(2,731)
Materials and supplies	70,877	63,300	58,368	58,801	(434)
Other assets	334,504	272,538	231,494	237,475	(5,982)
Plant - net of accumulated depreciation	15,481,705	15,515,072	16,043,304	16,125,083	(81,779)
Deferred outflows of resources	149,936	243,359	204,803	204,803	-
Total Assets	17,362,318	18,169,745	18,010,699	17,974,658	36,041
Accounts payable	11,052	12,953	13,124	43,511	(30,388)
Interest accrued	20,249	17,703	24,829	14,932	9,897
Accrued benefits	151,447	46,840	40,959	39,626	1,333
Deferred inflows of resources	87,854	353,723	477,332	479,420	(2,088)
Long-term debt	5,403,652	5,484,188	4,715,000	4,715,000	-
Net Position	11,688,063	12,254,338	12,739,455	12,682,169	57,286
Total Liabilities & Net Position	\$ 17,362,318	\$ 18,169,745	\$ 18,010,699	\$ 17,974,658	\$ 36,041
SEWER	April 2018	April 2019	April 2020	March 2020	Change
Cash and investments - unrestricted	\$ 2,586,187	\$ 2,754,018	\$ 1,264,129	\$ 1,347,843	\$ (83,714)
Cash and investments - restricted	2,375,229	2,276,803	2,352,665	2,309,965	42,700
Receivables	200,236	189,024	239,666	222,294	17,372
Receivable from electric utility	180,031	114,365	-	-	-
Materials and supplies	8,891	9,112	8,692	8,930	(238)
Advances to other funds	428,440	428,440	428,440	428,440	-
Other assets	31,330	18,164	31,343	29,481	1,861
Plant - net of accumulated depreciation	13,652,608	13,710,709	15,268,469	15,189,405	79,064
Deferred outflows of resources	197,765	329,543	278,275	278,275	-
Total Assets	19,660,717	19,830,177	19,871,679	19,814,633	57,046
Accounts payable	9,036	11,953	10,978	39,411	(28,434)
Interest accrued	32,212	26,015	25,425	21,051	4,374
Accrued benefits	148,478	61,691	57,369	56,036	1,333
Deferred inflows of resources	116,026	459,328	446,263	446,263	-
Long-term debt	2,363,590	1,886,794	1,532,153	1,532,153	-
Net Position	16,991,375	17,384,397	17,799,491	17,719,719	79,773
Total Liabilities & Net Position	\$ 19,660,717	\$ 19,830,177	\$ 19,871,679	\$ 19,814,633	\$ 57,046

Monthly Dashboard - Cash & Investments						April 2020	
Account	Restrictions	April 2020	March 2020	\$ Inc/(Dec)	% Inc/(Dec)		
Checking - E	Unrestricted	\$ 622,757	\$ 470,562	\$ 152,196	32.34%		
Checking - W	Unrestricted	296,081	179,716	116,365	64.75%		
Checking - S	Unrestricted	177,941	233,356	(55,415)	-23.75%		
Reserves - E	Unrestricted	1,289,627	1,301,000	(11,373)	-0.87%		
Reserves - W	Unrestricted	406,485	309,364	97,122	31.39%		
Reserves - S	Unrestricted	1,086,188	1,114,487	(28,299)	-2.54%		
P&I Redemption - E	Restricted	40,491	27,172	13,319	49.02%		
P&I Redemption - W	Restricted	116,664	88,469	28,195	31.87%		
P&I Redemption - S	Restricted	389,928	355,331	34,597	9.74%		
Depreciation - E	Restricted	-	89,608	(89,608)	-100.00%		
Depreciation - W	Restricted	-	115,160	(115,160)	-100.00%		
ERF - Water Plant	Designated	415,793	415,348	444	0.11%		
ERF - WWTP	Restricted	1,962,737	1,954,634	8,103	0.41%		
		<u>\$ 6,804,693</u>	<u>\$ 6,654,207</u>	<u>\$ 150,486</u>	2.26%		
Unrestricted and Designated		<u>\$ 4,294,873</u>	<u>\$ 4,023,833</u>	<u>\$ 271,040</u>	6.74%		
	Restricted	<u>\$ 2,509,820</u>	<u>\$ 2,630,374</u>	<u>\$ (120,554)</u>	-4.58%		

Long-Term Investment by Maturity

Maturity	Investment (\$)
Cash	0
<12 mos.	~700,000
13-24 mos.	~1,300,000
25-36 mos.	~700,000
37-48 mos.	0
49-60 mos.	0
>60 mos.	~50,000

Long-Term Investments by Type

Investment Type	Percentage
Cash/Money Markets	20%
Certificate of Deposits	41%
US Government	17%
Government Agencies	19%
Corporate Bonds	3%
Asset Backed Security & Other	0%



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: June 8, 2020
SUBJECT: General Manager Report

Electric Department Update:

Power Outages

- May 29th at 2:15 p.m. a power outage was reported at 352 & 352 1/2 Carrington St. A large tree branch fell onto the service wire pulling the service wire to the ground. Repairs were made and power was restored at 2:45 p.m.
- On May 31st at 1:45 a.m. we received a call that a car had struck a power pole. The crew replaced the pole, anchor, down guy, and span guy. Work was completed at 5:45 a.m.
- On June 2nd a strong line of thunderstorms with damaging winds moved through the Waupun area. The high winds damaged trees and brought down power lines. A total of 14 power outages were reported. In addition to the outages, we had several reports of tree branches on power lines. Crews were called in to work at 8:45 p.m. Linemen worked to remove trees and repair downed power lines. Power was restored to all customers at 12:30 a.m.

Pine View Apartments

- The street light pole on Mayfair Street was moved to accommodate one of the new driveways for the apartment complex.
- A primary extension is required to provide electric service for the new apartments. This includes installing 775 feet of new primary cable, and 3 new transformers. The project will add 22 new electric meters to the system. The tentative start time is the last week in June.

Voltage Conversion

- New dual voltage transformers were installed for Flexographic Packaging Co on Taylor St. This is part of Main Substation Feeder #1.
- Work continues on Grace St. installing new poles, conductor, and dual voltage transformers.

General Manager Update:

Finance Director

- We are pleased to welcome Jeff Stanek as part of the management team at Waupun Utilities. Jeff is doing a great job learning all the responsibilities associated with his new position and is a valuable asset to our organization.

USDA Loan

- Jeff and Steve have been working endless hours to meet the requirements for the USDA loan. The closing date on the loan has changed to an earlier date than anticipated. This new closing date will allow us to take advantage of a lower interest rate which will save the sewer utility several million dollars over the life of the loan.

Public Service Commission

- Despite the lifting of many restrictions enacted as a result of the public health emergency, administrative rules that were temporarily suspended by the Public Service Commission mid-March remain suspended. Utilities continue to be prohibited from disconnecting any customer for non-payment.

COVID-19 Community Recharge Funds

- Committed to community service, locally owned, not-for-profit public power utilities have a rich history of giving back to the people they serve through a range of community support programs. Now –More than ever – community members and organizations in WPPI communities need additional support due to the current COVID-19 public health emergency.
- Waupun Utilities received funds from WPPI as part of the COVID-19 Community Recharge Program. The Community Recharge Funds are specifically intended to be used in connection with the COVID-19 public health emergency to provide charitable donations and other acts of goodwill in our community. Waupun Utilities donated to the food pantry to help address some immediate needs. We also donated to REACH Waupun to help support their Mission Backpack and REACH Relief program. Mission Backpack is a program designed to supplement the nutritional needs of students in the Waupun Area School District which will continue to help provide food for kids this summer. REACH Relief provides resources to families towards expenses such as utility bills, medical bills, childcare costs, food, clothing and other needs determined by their team. Other donations will include salvation army, lunch for essential employees, and some gifts bought from local small businesses to be used to promote the Waupun Utilities Facebook page.

Electronics Recycling Event

- Electronics Recycling Event is rescheduled for Saturday, September 12th from 10:00 a.m. to 2:00 p.m. The event will be held at Waupun Utilities main office. Information will be posted on Waupun Utilities website, Facebook page, and sent out with the billing material.

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



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: June 4, 2020
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

Interior washouts of Tower 1 and Tower 2 were completed by Suez as part of our maintenance contract. Washouts are required to remove biofilm and inorganic residues that can collect on interior surfaces of the water tower which can lead to taste and odor complaints, regulatory compliance issues, and system function problems. Both inspection reports stated minimal residues present and interior structure and coatings are in great shape.

Wastewater Treatment Facility:

There are no call-ins to report this month.

The main focus of staff has been tank maintenance. This maintenance will continue throughout the remainder of the summer and into the early fall. The length of the schedule is due to a combination of vacations, and the total number of tanks to be inspected. Currently the aerated grit tanks and two primary clarifiers have been completed.

Water/Sewer Crew:

There was one water main break located on Pleasant Ave. This was a 12 inch main with a 6" "blow hole" break. The break was leaking at approximately 7529 gallons per minute, for 30 minutes, totaling 225,872 gallons. This break was extremely powerful as it imploded the road and dropped tower levels 5 feet in a matter of 5 minutes.

Staff remain focused on preventative maintenance of the distribution and collection system. This will continue over the next few months. These tedious tasks are identified below.

- Jetting the entire sanitary sewer basin.
- Fire hydrant preventative maintenance.

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

LOAN RESOLUTION
(Public Bodies)A RESOLUTION OF THE Common CouncilOF THE City of Waupun

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Improvements to the City of Waupun Wastewater Treatment Plant and Facilities

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the City of Waupun

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

Twenty-Two Million, Eight Hundred Seven Thousand (\$22,807,000)pursuant to the provisions of Section 66.0621 of the Wisconsin Statutes; and**WHEREAS**, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:**NOW THEREFORE**, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 8,059,000.00

under the terms offered by the Government; that the Mayor of the City of Waupun

and Waupun City Clerk of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the Common Council of the

City of Waupun has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____, _____ day of _____

City of Waupun

(SEAL)

By Julie J. Nickel

Attest:

Title Mayor, City of Waupun

Angela Hull
Title City Clerk, City of Waupun

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as City Clerk of the City of Waupun
hereby certify that the Common Council of such Association is composed of
seven members, of whom, four constituting a quorum, were present at a meeting thereof duly called and
held on the _____ day of _____ ; and that the foregoing resolution was adopted at such meeting
by the vote shown above, I further certify that as of _____ ,
the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been
rescinded or amended in any way.

Dated, this _____ day of _____

Angela Hull
Title City Clerk, City of Waupun

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
\$22,807,000 SEWERAGE SYSTEM MORTGAGE REVENUE BONDS
OF THE CITY OF WAUPUN, DODGE AND FOND DU LAC COUNTIES, WISCONSIN,
AND PROVIDING FOR THE PAYMENT OF THE BONDS AND
OTHER DETAILS WITH RESPECT TO THE BONDS

WHEREAS, the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin ("City") now owns and operates and has for many years owned and operated its Sewerage System, a public utility (the Sewerage System and all properties of every nature in connection with such System now or hereafter owned by the City, including all improvements and extensions thereto, all real and personal property of every nature comprising part of and used or useful in connection therewith, and all appurtenances, contracts, leases, franchises and other intangibles, are hereinafter referred to collectively as the "System"); and

WHEREAS, under the provisions of Chapter 66, Wis. Stats., any municipality in the State of Wisconsin may, by action of its governing body, provide funds for extending, adding to and improving a public utility, which bonds are to be payable only from the income and revenues of such utility and are to be secured by a pledge of the revenues of the utility and may be secured by a mortgage lien on such utility; and

WHEREAS, pursuant to Resolution No. 4-29-03-01 adopted on April 29, 2003 (the "Prior Resolution"), the City has heretofore issued its Sewerage System Revenue Bonds, Series 2003, dated May 14, 2003 (the "Prior Bonds") which Prior Bonds are payable from the Revenues of the System (defined herein); and

WHEREAS, the Prior Resolution permits the issuance of bonds payable from the Revenues of the System on a parity with the Prior Bonds upon certain conditions and those conditions have been met; and

WHEREAS, the City has determined that additions, extensions and improvements to the System are necessary to adequately supply the needs of the City and the residents thereof (the "Project"); and

WHEREAS, it is desired to authorize and sell revenue bonds for such purpose payable solely from the Revenues of the System, which bonds are to be authorized and issued pursuant to the provisions of Section 66.0621, Wis. Stats.; and

WHEREAS the Common Council has determined that the City is unable to obtain sufficient credit elsewhere taking into consideration prevailing private rates and terms currently available and that the United States of America, acting through Rural Development, United States Department of Agriculture or other applicable agency (hereinafter called "Government"), similarly has determined and has indicated its intent to purchase such bonds as are necessary for such purpose; and

WHEREAS, other than the Prior Bonds, the City has no bonds or obligations outstanding which are payable from the Revenues of the System.

NOW, THEREFORE, the Common Council of the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, do resolve that:

Section 1. Authorization of Bonds. To provide funds for the Project, there shall be borrowed on the credit of the Revenues of the System the sum of TWENTY-TWO MILLION EIGHT HUNDRED SEVEN THOUSAND DOLLARS (\$22,807,000) and the fully-registered bonds of the City in said principal amount shall be issued in evidence thereof (the "Bonds"). The Bonds shall be designated "Sewerage System Mortgage Revenue Bonds", be dated their date of delivery, be initially numbered R-1 through R-3, and shall bear interest at the rate of 1.375% per annum (but only on such amounts as shall have been drawn under the Bonds from the dates such amounts are drawn), or such lower rate as may be available on the date of their delivery. Installments of principal shall be payable on May 1 of each year in the years and principal amounts as set forth on the schedules attached to the Bonds. Interest on the Bonds shall be payable commencing on November 1, 2020 and semi-annually thereafter on May 1 and November 1 of each year. The Bond initially numbered R-1 shall be issued in the principal amount of \$9,000,000; the Bond initially numbered R-2 shall be issued in the principal amount of \$8,000,000 and the Bond initially numbered R-3 shall be issued in the principal amount of \$5,807,000.

Such principal payments are subject to the right of prepayment on the terms and with the effect set forth in Section 13 hereof.

The amount of annual debt service payments is reasonable in accordance with prudent municipal utility practices.

The Bonds shall be signed by the manual or facsimile signatures of the Mayor and City Clerk of the City (provided that, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of such signatures shall be manual), and sealed with the corporate seal of the City.

The Bonds, together with interest thereon, shall not constitute an indebtedness of the City nor a charge against its general credit or taxing power. The Bonds, together with interest thereon, shall be payable only out of the Debt Service Fund hereinafter provided, and shall be a valid claim of the owner thereof only against the Debt Service Fund and the Revenues, on a parity with the pledge granted to the owners of the Prior Bonds. Sufficient Revenues are hereby pledged to the Debt Service Fund, and shall be used for no other purpose than to pay the principal of and interest on the Bonds, the Prior Bonds and Parity Bonds as the same fall due.

Section 2. Form of Bonds. The Bonds shall be in substantially the forms attached hereto as Exhibit A-1, Exhibit A-2 and Exhibit A-3 and incorporated herein by this reference.

Section 3. Definitions. In addition to the words defined elsewhere in this Resolution, the following words shall have the following meanings unless the context or use indicates another or different meaning or intent:

"Act" means Section 66.0621, Wisconsin Statutes.

"Annual Debt Service Requirement" means the total amount of principal and interest due in any Fiscal Year on the Prior Bonds, the Bonds and Parity Bonds.

"Bond Year" means the one-year period ending on a principal payment date or mandatory redemption date for the Bonds.

"Code" means the Internal Revenue Code of 1986, as amended.

"Fiscal Year" means the fiscal year adopted by the City for the System, which is currently the calendar year.

"Net Revenues" means the Revenues minus all Operation and Maintenance Expenses of the System.

"Operation and Maintenance Expenses" or "Current Expenses" means the reasonable and necessary costs of operating, maintaining, administering and repairing the System, including salaries, wages, costs of materials and supplies, insurance and audits, but excluding depreciation, debt service, tax equivalents and capital expenditures.

"Parity Bonds" means additional bonds issued on a parity as to pledge and lien with the Bonds in accordance with the provisions of Section 9 of this Resolution.

"Reserve Requirement" means an amount equal to the least of (a) the amount required to be on deposit in the Reserve Account by the Government (b) maximum annual debt service on the Bonds in any Bond Year and (c) 125% of average annual debt service on the Bonds. If Parity Bonds which are to be secured by the Reserve Account are issued, the Reserve Requirement shall mean the least of (a) the amount required to be on deposit in the Reserve Account prior to the issuance of such Parity Bonds plus the amount permitted to be deposited therein from proceeds of the Parity Bonds pursuant to Section 148(d)(1) of the Code, (b) the maximum annual debt service requirement for outstanding obligations secured by the Reserve Account and the Parity Bonds to be issued in any Bond Year and (c) 125% of average annual debt service on the outstanding obligations secured by the Reserve Account and the Parity Bonds to be issued.

"Revenues" or "Gross Earnings" means the gross earnings of the System, including earnings of the System derived from sewerage charges imposed by the City, all payments to the City under any wastewater treatment service agreements between the City and any contract users of the System, and any other monies received from any source including all rentals and fees and any special assessments levied and collected in connection with the Project.

Section 4A. Funds and Accounts. In accordance with the Act, for the purpose of the application and proper allocation of the revenues of the System, and to secure the payment of the principal of and interest on the Prior Bonds, the Bonds and Parity Bonds, certain funds of the System which were created and established by a resolution adopted on April 15, 1999, continued by the Prior Resolution and are hereby continued and shall be used solely for the following respective purposes:

- (a) Sewerage System Revenue Fund (the "Revenue Fund"), into which shall be deposited as received the Gross Earnings of the System, which money shall then

be divided among the Operation and Maintenance Fund, the Debt Service Fund, the Reserve Account, and the Surplus Fund in the amounts and in the manner set forth in Section 4B hereof and used for the purposes described below.

- (b) Sewerage System Operation and Maintenance Fund (the "Operation and Maintenance Fund"), which shall be used for the payment of Current Expenses.
- (c) Interest and Principal Account within the Sewerage System Special Redemption Fund (the "Debt Service Fund"), which shall be used for the payment of the principal of, premium, if any, and interest on the Prior Bonds, the Bonds and Parity Bonds as the same becomes due.
- (e) Sewerage System Reserve Account (the "Reserve Account"), which is hereby established and, which shall be used to secure the payment of principal of and interest on the Bonds and Parity Bonds secured by the Reserve Account. The Reserve Account shall not be used to secure the Prior Bonds. The Reserve Account is a required emergency fund for debt repayment on the Bonds. With prior written approval of the Government, Reserve Account funds may be withdrawn and used for emergency maintenance or extensions to the System.
- (d) Sewerage System Surplus Fund (the "Surplus Fund"), which shall first be used whenever necessary to pay principal of, premium, if any, or interest on the Prior Bonds, the Bonds and Parity Bonds when the Debt Service Fund, including the Reserve Account, shall be insufficient for such purpose, and thereafter shall be disbursed as follows: (i) at any time, to remedy any deficiency in any of the Funds provided in this Section; and (ii) money thereafter remaining in the Surplus Fund at the end of any Fiscal Year may be transferred to any of the funds or accounts created herein or to reimburse the general fund of the City for advances made by the City to the System.

Section 4B. Application of Revenues. After the delivery of the Bonds, the Gross Earnings of the System shall be deposited as collected in the Revenue Fund and shall be transferred monthly to the funds listed below in the following order of priority and in the manner set forth below:

- (a) to the Operation and Maintenance Fund, in an amount equal to the estimated Current Expenses for such month and for the following month (after giving effect to available amounts in said Fund from prior deposits);
- (b) to the Debt Service Fund, an amount equal to one-sixth (1/6) of the next installment of interest coming due on the Prior Bonds, the Bonds and any Parity Bonds then outstanding and an amount equal to one-twelfth (1/12) of the installment of principal of the Prior Bonds, the Bonds and any Parity Bonds coming due during such Bond Year (after giving effect to available amounts in said Fund from accrued interest, any premium or any other source);
- (c) to the Reserve Account, an amount equal to one-sixth (1/6) of the required semi-annual deposit of approximately \$40,000 as further required by the Government

until an amount equal to the Reserve Requirement is accumulated in the Reserve Account. At no time should the total amount in the Reserve Account exceed the Reserve Requirement. The Reserve Account shall be used to secure the Bonds and at no time will be used to secure the Prior Bonds; and

- (d) to the Surplus Fund, any amount remaining in the Revenue Fund after the monthly transfers required above have been completed.

Transfers from the Revenue Fund to the Operation and Maintenance Fund, the Debt Service Fund, the Reserve Account, and the Surplus Fund shall be made monthly not later than the tenth day of each month, and such transfer shall be applicable to monies on deposit in the Revenue Fund as of the last day of the month preceding. Any other transfers and deposits to any fund required or permitted by subsection (a) through (d) of this Section, except transfers or deposits which are required to be made immediately or annually, shall be made on or before the tenth day of the month. Any transfer or deposit required to be made at the end of any Fiscal Year shall be made within sixty (60) days after the close of such Fiscal Year. If the tenth day of any month shall fall on a day other than a business day, such transfer or deposit shall be made on the next succeeding business day.

It is the express intent and determination of the Common Council that the amounts transferred from the Revenue Fund and deposited in the Debt Service Fund (including the Reserve Account) shall be sufficient in any event to pay the interest on the Prior Bonds, the Bonds and any Parity Bonds as the same accrues and the principal thereof as the same matures.

The City covenants and agrees that at any time that the Reserve Account is drawn on causing the amount in the Reserve Account to be less than the Reserve Requirement, monthly deposits shall be resumed or shall continue to be made, aggregating \$80,000 annually, until there is accumulated an amount equal to the Reserve Requirement, at which time deposits shall be discontinued. If at any time the amount on deposit in the Reserve Account exceeds the Reserve Requirement, the excess shall be transferred to the Debt Service Fund and used to pay principal and interest on the Bonds. If for any reason there shall be insufficient funds on hand in the Debt Service Fund to meet principal or interest becoming due on the Bonds or Parity Bonds secured by the Reserve Account, then all sums then held in the Reserve Account shall be used to pay the portion of interest or principal on such Bonds or Parity Bonds becoming due as to which there would otherwise be default, and thereupon the payments required by this paragraph shall again be made into the Reserve Account until an amount equal to the Reserve Requirement is on deposit in the Reserve Account.

Section 4C. Mortgage Lien. For the further protection of the owners of the Bonds, a mortgage lien upon the System is hereby granted to and in favor of the owner or owners of the Bonds, which lien is hereby recognized as valid and binding upon the City and as a valid and binding lien upon the System and any additions and improvements to be made thereto. The City Clerk is hereby directed to perfect said mortgage lien by recording this Resolution in the records of the City. The Prior Bonds are not secured by a mortgage lien.

Section 5. Service to the City. The reasonable cost and value of any service rendered to the City by the System, including reasonable health protection charges, shall be charged against

the City and shall be paid by it in monthly installments as the service accrues, out of the current revenues of the City collected or in the process of collection, exclusive of the revenues derived from the System, to wit: out of the tax levy of the City made by it to raise money to meet its necessary current expenses. It is hereby found and determined that the reasonable cost and value of such service to the City in each year shall be in an amount which, together with Revenues of the System, will produce Net Revenues equivalent to not less than 1.10 times the Annual Debt Service Requirement. Such compensation for such service rendered to the City shall, in the manner provided hereinabove, be paid into the separate and special funds described in Section 4 of this Resolution. However, such payment is subject to (a) annual appropriation by the Common Council and (b) applicable levy limits, if any; and neither this Resolution nor such payment shall be construed as constituting an obligation of the City to make any such appropriation over and above the reasonable cost and value of services rendered to the City or to make any subsequent payment over and above such reasonable cost and value.

Section 6. Operation of System; City Covenants. It is covenanted and agreed by the City with the owner or owners of the Bonds, and each of them, that:

It will faithfully and punctually perform all duties with reference to the System required by the Constitution and Statutes of the State of Wisconsin, including the making and collecting of reasonable and sufficient rates lawfully established for services rendered by the System, and will segregate the Revenues of the System and apply them to the respective funds and accounts described hereinabove;

It will not sell, lease, or in any manner dispose of the System, including any part thereof or any additions, extensions, or improvements that may be made part thereto, except that the City shall have the right to sell, lease or otherwise dispose of any property of the System found by the City to be neither necessary nor useful in the operation of the System, provided the proceeds received from such sale, lease or disposal shall be paid into the Debt Service Fund or applied to the acquisition or construction of capital facilities for use in the normal operation of the System, and such payment shall not reduce the amounts otherwise required to be paid into the Debt Service Fund;

It will cause the Project to be completed as expeditiously as reasonably possible;

It will pay or cause to be paid all lawful taxes, assessments, governmental charges, and claims for labor, materials or supplies which if unpaid could become a lien upon the System or its Revenues or could impair the security of the Bonds;

It will maintain in reasonably good condition and operate the System, and will establish, charge and collect such lawfully established rates and charges for the service rendered by the System, so that in each Fiscal Year Net Revenues shall not be less than 110% of the Annual Debt Service Requirements, and so that the Revenues of the System herein agreed to be set aside to provide payment of the Prior Bonds, the Bonds and Parity Bonds and the interest thereon as the same becomes due and payable, and to meet the Reserve Requirement, will be sufficient for those purposes; and

It will prepare a budget not less than sixty days prior to the end of each Fiscal Year and, in the event such budget indicates that the Net Revenues for each Fiscal Year will not exceed the Annual Debt Service Requirement for each corresponding Fiscal Year by the proportion stated hereunder, will take any and all steps permitted by law to increase rates so that the aforementioned proportion of Net Revenues to the Annual Debt Service Requirement shall be accomplished as promptly as possible.

Section 7. Books and Accounts; Inspection. The City will keep proper books and accounts relative to the System separate from all other records of the City and will cause such books and accounts to be audited annually by a recognized independent firm of certified public accountants including a balance sheet and a profit and loss statement of the System as certified by such accountants. Each such audit, in addition to whatever matters may be thought proper by the accountants to be included therein shall include the following: (1) a statement in detail of the income and expenditures of the System for the Fiscal Year; (2) a balance sheet as of the end of such Fiscal Year; (3) the accountants' comment regarding the manner in which the City has carried out the requirements of this Resolution and the accountants' recommendations for any changes or improvements in the operation of the System; (4) the number of connections to the System at the end of the Fiscal Year, for each user classification (i.e., residential, commercial, public and industrial); (5) a list of the insurance policies in force at the end of the Fiscal Year setting out as to each policy the amount of the policy, the risks covered, the name of the insurer, and the expiration date of the policy; and (6) the volume of water used.

The owners of any of the Bonds shall have at all reasonable times the right to inspect the System and the records, accounts and data of the City relating thereto.

Section 8. Insurance. So long as any of the Bonds are outstanding the City will carry for the benefit of the owners of the Bonds: (a) adequate fire, lightning, vandalism, riot, strike, explosion, civil commotion, malicious damage, tornado and windstorm insurances on all portions of the System which are subject to loss through such casualties; (b) adequate insurance against loss of use and occupancy resulting from such casualties; (c) adequate public liability insurance and (d) insurance of the kinds and in the amounts normally carried by private companies engaged in the operation of similar systems. All money received for loss of use and occupancy shall be considered Revenue of the System payable into the separate funds and accounts named in Section 4 of this Resolution. All money received for losses under any of such casualty policies, except those specified in (b) above, shall be used in repairing the damage or in replacing the property destroyed provided that if the Common Council shall find it is inadvisable to repair such damage or replace such property and that the operation of the System has not been impaired thereby, such money, including proceeds from insurance under (b) above, shall be deposited in the Debt Service Fund, but in that event such payments shall not reduce the amounts otherwise required to be paid into the Debt Service Fund.

Section 9. Additional Bonds. The Bonds are issued on a parity with the Prior Bonds. No bonds or obligations payable out of the Revenues of the System may be issued in such manner as to enjoy priority over the Bonds. Additional obligations may be issued if their lien and pledge is junior and subordinate to that of the Bonds. While the Government is the registered owner of the Bonds, additional bonds on a parity with the pledge and lien of the Bonds may be issued only with the consent of the Government. If the Government is not the registered owner of the Bonds,

additional obligations may be issued on a parity with the Bonds as to the pledge of Revenues of the System ("Parity Bonds") only if all of the following conditions are met:

a. The Net Revenues of the System for the Fiscal Year immediately preceding the issuance of such additional bonds must have been equal to at least 1.20 times the highest annual principal and interest requirements on all bonds outstanding payable from Revenues of the System and on the bonds then to be issued in any Fiscal Year. Should an increase in permanent rates and charges, including those made to the City, be properly ordered and made effective during the Fiscal Year immediately prior to the issuance of such additional bonds or during that part of the Fiscal Year of issuance prior to such issuance, then Revenues for purposes of such computation shall include such additional Revenues as an independent certified public accountant, consulting professional engineer or the Wisconsin Public Service Commission may certify would have accrued during the prior Fiscal Year had the new rates been in effect during that entire immediately prior Fiscal Year.

b. The payments required to be made into the funds enumerated in Section 4 of this Resolution (including the Reserve Account, but not the Surplus Fund) must have been made in full.

c. The additional bonds must have interest payments due on May 1 and November 1 of each year and principal payments due on May 1 of each year.

d. If the Parity Bonds are to be secured by the Reserve Account, the Reserve Requirement must be increased to an amount equal to the Reserve Requirement applicable upon the issuance of Parity Bonds as defined in Section 3 of this Resolution.

e. The proceeds of the additional bonds must be used only for the purpose of providing additions, extensions or improvements to the System, or to refund obligations issued for such purpose.

So long as the Prior Bonds are outstanding, additional obligations may be issued on a parity with the Bonds only if the conditions set forth in the Prior Resolution are met.

Section 10. Sale of Bonds. The City shall sell and deliver the Bonds to the Government for the purchase price of \$22,807,000. The officers of the City are authorized and directed to do any and all acts necessary to conclude delivery of the Bonds to the Government, upon receipt of the purchase price, as soon after adoption of this Resolution as is convenient.

Section 11. Application of Bond Proceeds. All accrued interest received from the sale of the Bonds shall be deposited into the Debt Service Fund. The proceeds, less the expenses incurred in authorizing, issuing and delivering the Bonds, shall be deposited in a special fund designated as "Sewerage System Improvement Fund." Said special fund shall be adequately secured and used solely for the purpose of meeting costs of extending, adding to and improving the System, as described in the preamble hereof. The balance remaining in said Improvement Fund after paying said costs shall be transferred to the Debt Service Fund for use in payment of principal of and interest on the Bonds.

Section 12. Amendment to Resolution. After the issuance of any of the Bonds, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds have been paid in full as to both principal and interest, or discharged as herein provided, except:

a. The City may, from time to time, amend this Resolution without the consent of any of the owners of the Bonds, but only to cure any ambiguity, administrative conflict, formal defect, or omission or procedural inconsistency of this Resolution; and

b. This Resolution may be amended, in any respect, with the written consent of the owners of not less than two-thirds of the principal amount of the Bonds then outstanding, exclusive of Bonds held by the City; provided, however, that no amendment shall permit any change in the pledge of Revenues derived from the System, or in the maturity of any Bond issued hereunder, or a reduction in the rate of interest on any Bond, or in the amount of the principal obligation thereof, or in the amount of the redemption premium payable in the case of redemption thereof, or change the terms upon which the Bonds may be redeemed or make any other modification in the terms of the payment of such principal or interest without the written consent of the owner of each such Bond to which the change is applicable.

Section 13. Redemption and Graduation. At any time when the Government is the owner of any Bonds (a) City may redeem, at its option from time to time, any or all of the outstanding Bonds, and (b) if it shall appear to the Government that the City is able to refund upon call for redemption or with consent of the Government the then outstanding Bonds by obtaining a loan for such purposes from responsible cooperative or private credit sources, at reasonable rates and terms for loans for similar purposes and periods of time, the City will upon request of the Government apply for and accept such loan in sufficient amount to pay the Government's loan (i.e., the Bonds) in full, and will take all such action as may be required in connection with such loan. This graduation requirement may not be altered by the defeasance of the Bonds.

Section 14. Defeasance. While the Government is the registered owner of the Bonds, the City shall not defease the Bonds, nor borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the System, exclusive of normal maintenance, without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the Bonds.

Section 15. Resolution Subject to Loan Resolution. So long as the Government is the owner of any of the Bonds, the City and this Resolution shall be subject to the loan resolution authorizing this transaction, between the Government and the City, a copy of which is available in the offices of the City and subject to inspection during regular office hours by the owners of any of the Bonds.

Section 16. Investments and Arbitrage. Monies accumulated in any of the funds and accounts referred to in Sections 4 and 11 hereof which are not immediately needed for the respective purposes thereof, may be invested in legal investments subject to the provisions of Sec. 66.0603(1m), Wis. Stats., until needed. All income derived from such investments shall be credited to the fund or account from which the investment was made; provided, however, that at

any time that the Reserve Requirement is on deposit in the Reserve Account, any income derived from investment of the Reserve Account shall be deposited into the Debt Service Fund and used to pay principal and interest on the Bonds. A separate banking account is not required for each of the funds and accounts established under this Resolution; however, the monies in each fund or account shall be accounted for separately by the City and used only for the respective purposes thereof. The proceeds of the Bonds shall be used solely for the purposes for which they are issued but may be temporarily invested until needed in legal investments. No such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations of the Commissioner of Internal Revenue thereunder (the "Regulations").

An officer of the City, charged with the responsibility for issuing the Bonds, shall, on the basis of the facts, estimates and circumstances in existence on the date of closing, make such certifications as are necessary to permit the conclusion that the Bonds are not "arbitrage bonds" under Section 148 of the Code or the Regulations.

Section 17. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the City and the owner or owners of the Bonds, and after issuance of any of the Bonds no change or alteration of any kind in the provisions of this Resolution may be made, except as provided in Section 12, until all of the Bonds have been paid in full as to both principal and interest. The owner or owners of any of the Bonds shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce such owner's or owners' rights against the City, the governing body thereof, and any and all officers and agents thereof including, but without limitation, the right to require the City, its governing body and any other authorized body, to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution.

Section 18. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the City Clerk or City Treasurer (the "Fiscal Agent").

Section 19. Persons Treated as Owners; Transfer of Bonds. The City Clerk shall keep books for the registration and for the transfer of the Bonds. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the City Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity, and the City Clerk shall record the name of each transferee in the registration book. No registration shall be made to bearer. The City Clerk shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

The fifteenth day of each calendar month next preceding each interest payment date shall be the record dates for the Bonds. Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the corresponding record date.

Section 20. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Bonds and their ownership, management and use will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

The foregoing covenants shall remain in full force and effect, notwithstanding the defeasance of the Bonds, until the date on which all of the Bonds have been paid in full.

Section 21. Records. The City Clerk shall provide and keep a separate record book and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds.

Section 22. Closing. The Mayor and City Clerk are hereby authorized and directed to execute and deliver the Bonds to the Government upon receipt of the purchase price. The Mayor and City Clerk may execute the Bonds by manual or facsimile signature, but, unless the City has contracted with the Fiscal Agent to authenticate the Bonds, at least one of said officers shall sign the Bonds manually.

The officers of the City hereby are directed and authorized to take all necessary steps to close the bond issue as soon as practicable hereafter, in accordance with the terms of sale thereof, and said officers are hereby authorized and directed to execute and deliver such documents, certificates and acknowledgments as may be necessary or convenient in accordance therewith.

Section 23. Conflicting Ordinances or Resolutions. All ordinances and resolutions other than the Prior Resolution or orders, or parts thereof heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed and this Resolution shall be in effect from and after its passage. In case of any conflict between this Resolution and the Prior Resolution, the Prior Resolution shall control so long as any Prior Bonds are outstanding.

Adopted and approved June 9, 2020.

Julie J. Nickel
Mayor

Angela J. Hull
City Clerk

EXHIBIT A-1

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
	DODGE AND FOND DU LAC COUNTIES	
NO. R-1	CITY OF WAUPUN	\$9,000,000
	SEWERAGE SYSTEM MORTGAGE REVENUE BOND	

ORIGINAL DATE OF ISSUE:

INTEREST RATE:

[____], 2020

[____]%

REGISTERED OWNER: UNITED STATES OF AMERICA, ACTING THROUGH RURAL DEVELOPMENT, UNITED STATES DEPARTMENT OF AGRICULTURE

KNOW ALL MEN BY THESE PRESENTS that the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City") hereby acknowledges itself to owe and for value received promises to pay to the registered owner shown above, or registered assigns, from the fund hereinafter specified, the principal sum of the amount identified above plus interest on the outstanding principal amount at the rate of interest per annum identified above (but only on such amounts as shall have been drawn under the Bonds from the dates such amounts are drawn), all subject to the provisions set forth herein regarding redemption prior to maturity. Installments of principal shall be payable annually on May 1 of each year in the amounts and the years set forth on the attached schedule and incorporated herein by this reference. Interest is payable semi-annually on May 1 and November 1 of each year commencing on November 1, 2020 until the aforesaid principal amount is paid in full. Both principal hereof and interest hereon are hereby made payable in lawful money of the United States of America to the registered owner hereof at the address shown on the registration book of the City. The payment of the last installment of principal shall be made only upon presentation and surrender of this Bond to the City.

At any time when the Government is the owner of any Bonds (a) the City may redeem, at its option from time to time, any or all of the outstanding Bonds, and (b) if it shall appear to the Government that the City is able to refund upon call for redemption or with consent of the Government the then outstanding Bonds, in whole or in part, by obtaining a loan for such purposes from responsible cooperative or private credit sources, at reasonable rates and terms for loans for similar purposes and periods of time, the City will upon request of the Government apply for and accept such loan in sufficient amount to repay the Government and will take all such action as may be required in connection with such loans. Not less than ten (10) day notice of each prepayment shall be given, which notice shall be mailed by registered mail to the registered owner of this Bond.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the City Clerk, by the registered owner in person or his duly authorized attorney, upon surrender of this Bond together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the City Clerk duly executed by the registered owner or his duly authorized attorney. Thereupon a new Bond or Bonds of the same aggregate principal amount, series and maturity shall be issued to the transferee in exchange therefor. The City may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons.

This Bond is one of an issue aggregating \$22,807,000, issued for the purpose of financing additions, improvements and extensions to the City's Sewerage System, pursuant to Article XI, Section 3, of the Wisconsin Constitution, Section 66.0621, Wisconsin Statutes, acts supplementary thereto and a Resolution adopted June 9, 2020, and entitled: "A Resolution Authorizing the Issuance and Sale of \$22,807,000 Sewerage System Mortgage Revenue Bonds of the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, and Providing for the Payment of the Bonds and Other Details With Respect to the Bonds" (the "Resolution") and is payable only from the Revenues derived from the operation of said Sewerage System. Such revenues have been set aside and pledged as a special fund for that purpose and identified as "Debt Service Fund", created by a resolution adopted by the City on April 13, 1999 and continued by the Resolution. The Bonds are issued on a parity with the City's Sewerage System Revenue Bonds, Series 2003, dated May 14, 2003. This Bond does not constitute an indebtedness of the City within the meaning of any constitutional or statutory debt limitation or provision.

A mortgage lien, which is hereby recognized as valid and binding on said Sewerage System, together with all extensions and improvements thereto, has been granted by the City to and in favor of the registered owner or owners of bonds of this issue of Bonds. The Sewerage System shall remain subject to such mortgage lien until the payment in full of the principal of and interest on this Bond and the issue of which it forms a part.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law; and that sufficient income and revenue to be received by said City from the operation of its Sewerage System has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

IN WITNESS WHEREOF, the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, has caused this Bond to be signed by its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF WAUPUN,
DODGE AND FOND DU LAC
COUNTIES, WISCONSIN

By _____
City Clerk

By _____
Mayor

(SEAL)

Registration Provisions

This Bond shall be registered on books of the City kept by its City Clerk, upon presentation hereof to said City Clerk, such registration to be noted on the registration blank below and upon said books, and this Bond may thereafter be transferred only upon a written assignment duly executed by the registered owner or his attorney, such transfer to be made on such books and endorsed hereon.

<u>Date of Registration</u>	<u>In Whose Name Registered</u>	<u>Signature of City Clerk</u>
<u>[____], 2020</u>	<u>United States of America</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>

PRINCIPAL REPAYMENT SCHEDULE

<u>Date</u>	<u>Principal Amount</u>
May 1, 2021	\$ 20,000
May 1, 2022	20,000
May 1, 2023	182,300
May 1, 2024	183,600
May 1, 2025	186,100
May 1, 2026	188,700
May 1, 2027	191,300
May 1, 2028	193,900
May 1, 2029	196,500
May 1, 2030	199,300
May 1, 2031	202,000
May 1, 2032	204,800
May 1, 2033	207,600
May 1, 2034	210,400
May 1, 2035	213,300
May 1, 2036	216,300
May 1, 2037	219,200
May 1, 2038	222,300
May 1, 2039	225,300
May 1, 2040	225,300
May 1, 2041	228,400
May 1, 2042	231,500
May 1, 2043	234,700
May 1, 2044	238,000
May 1, 2045	241,200
May 1, 2046	244,500
May 1, 2047	247,900
May 1, 2048	251,300
May 1, 2049	254,800
May 1, 2050	258,300
May 1, 2051	265,400
May 1, 2052	269,100
May 1, 2053	272,800
May 1, 2054	276,500
May 1, 2055	280,300
May 1, 2056	284,200
May 1, 2057	288,100
May 1, 2058	292,100
May 1, 2059	296,100
May 1, 2060	300,100
	<u>\$9,000,000</u>

EXHIBIT A-2

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA	
	STATE OF WISCONSIN	DOLLARS
	DODGE AND FOND DU LAC COUNTIES	
NO. R-1	CITY OF WAUPUN	\$8,000,000
	SEWERAGE SYSTEM MORTGAGE REVENUE BOND	

ORIGINAL DATE OF ISSUE:

INTEREST RATE:

[____], 2020

[____]%

REGISTERED OWNER: UNITED STATES OF AMERICA, ACTING THROUGH RURAL DEVELOPMENT, UNITED STATES DEPARTMENT OF AGRICULTURE

KNOW ALL MEN BY THESE PRESENTS that the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City") hereby acknowledges itself to owe and for value received promises to pay to the registered owner shown above, or registered assigns, from the fund hereinafter specified, the principal sum of the amount identified above plus interest on the outstanding principal amount at the rate of interest per annum identified above (but only on such amounts as shall have been drawn under the Bonds from the dates such amounts are drawn), all subject to the provisions set forth herein regarding redemption prior to maturity. Installments of principal shall be payable annually on May 1 of each year in the amounts and the years set forth on the attached schedule and incorporated herein by this reference. Interest is payable semi-annually on May 1 and November 1 of each year commencing on November 1, 2020 until the aforesaid principal amount is paid in full. Both principal hereof and interest hereon are hereby made payable in lawful money of the United States of America to the registered owner hereof at the address shown on the registration book of the City. The payment of the last installment of principal shall be made only upon presentation and surrender of this Bond to the City.

At any time when the Government is the owner of any Bonds (a) the City may redeem, at its option from time to time, any or all of the outstanding Bonds, and (b) if it shall appear to the Government that the City is able to refund upon call for redemption or with consent of the Government the then outstanding Bonds, in whole or in part, by obtaining a loan for such purposes from responsible cooperative or private credit sources, at reasonable rates and terms for loans for similar purposes and periods of time, the City will upon request of the Government apply for and accept such loan in sufficient amount to repay the Government and will take all such action as may be required in connection with such loans. Not less than ten (10) day notice of each prepayment shall be given, which notice shall be mailed by registered mail to the registered owner of this Bond.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the City Clerk, by the registered owner in person or his duly authorized attorney, upon surrender of this Bond together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the City Clerk duly executed by the registered owner or his duly authorized attorney. Thereupon a new Bond or Bonds of the same aggregate principal amount, series and maturity shall be issued to the transferee in exchange therefor. The City may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons.

This Bond is one of an issue aggregating \$22,807,000, issued for the purpose of financing additions, improvements and extensions to the City's Sewerage System, pursuant to Article XI, Section 3, of the Wisconsin Constitution, Section 66.0621, Wisconsin Statutes, acts supplementary thereto and a Resolution adopted June 9, 2020 and entitled: "A Resolution Authorizing the Issuance and Sale of \$22,807,000 Sewerage System Mortgage Revenue Bonds of the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, and Providing for the Payment of the Bonds and Other Details With Respect to the Bonds" (the "Resolution") and is payable only from the Revenues derived from the operation of said Sewerage System. Such revenues have been set aside and pledged as a special fund for that purpose and identified as "Debt Service Fund", created by a resolution adopted by the City on April 13, 1999 and continued by the Resolution. The Bonds are issued on a parity with the City's Sewerage System Revenue Bonds, Series 2003, dated May 14, 2003. This Bond does not constitute an indebtedness of the City within the meaning of any constitutional or statutory debt limitation or provision.

A mortgage lien, which is hereby recognized as valid and binding on said Sewerage System, together with all extensions and improvements thereto, has been granted by the City to and in favor of the registered owner or owners of bonds of this issue of Bonds. The Sewerage System shall remain subject to such mortgage lien until the payment in full of the principal of and interest on this Bond and the issue of which it forms a part.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law; and that sufficient income and revenue to be received by said City from the operation of its Sewerage System has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

IN WITNESS WHEREOF, the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, has caused this Bond to be signed by its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF WAUPUN,
DODGE AND FOND DU LAC
COUNTIES, WISCONSIN

By _____
City Clerk

By _____
Mayor

(SEAL)

Registration Provisions

This Bond shall be registered on books of the City kept by its City Clerk, upon presentation hereof to said City Clerk, such registration to be noted on the registration blank below and upon said books, and this Bond may thereafter be transferred only upon a written assignment duly executed by the registered owner or his attorney, such transfer to be made on such books and endorsed hereon.

<u>Date of Registration</u>	<u>In Whose Name Registered</u>	<u>Signature of City Clerk</u>
[____], 2020	United States of America	

PRINCIPAL REPAYMENT SCHEDULE

<u>Date</u>	<u>Principal Amount</u>
May 1, 2021	\$ 20,000
May 1, 2022	20,000
May 1, 2023	162,100
May 1, 2024	163,100
May 1, 2025	165,300
May 1, 2026	167,600
May 1, 2027	169,900
May 1, 2028	172,200
May 1, 2029	174,600
May 1, 2030	177,000
May 1, 2031	179,500
May 1, 2032	181,900
May 1, 2033	184,400
May 1, 2034	187,000
May 1, 2035	189,500
May 1, 2036	192,100
May 1, 2037	194,800
May 1, 2038	197,500
May 1, 2039	200,200
May 1, 2040	202,900
May 1, 2041	205,700
May 1, 2042	208,500
May 1, 2043	211,400
May 1, 2044	214,300
May 1, 2045	217,300
May 1, 2046	220,200
May 1, 2047	223,300
May 1, 2048	226,300
May 1, 2049	229,500
May 1, 2050	232,600
May 1, 2051	235,800
May 1, 2052	239,000
May 1, 2053	242,300
May 1, 2054	245,700
May 1, 2055	249,000
May 1, 2056	252,500
May 1, 2057	255,900
May 1, 2058	259,500
May 1, 2059	263,000
May 1, 2060	266,600
	<u>\$8,000,000</u>

EXHIBIT A-3

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
	DODGE AND FOND DU LAC COUNTIES	
NO. R-1	CITY OF WAUPUN	\$5,807,000
	SEWERAGE SYSTEM MORTGAGE REVENUE BOND	

ORIGINAL DATE OF ISSUE:

INTEREST RATE:

[____], 2020

[____]%

REGISTERED OWNER: UNITED STATES OF AMERICA, ACTING THROUGH RURAL DEVELOPMENT, UNITED STATES DEPARTMENT OF AGRICULTURE

KNOW ALL MEN BY THESE PRESENTS that the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City") hereby acknowledges itself to owe and for value received promises to pay to the registered owner shown above, or registered assigns, from the fund hereinafter specified, the principal sum of the amount identified above plus interest on the outstanding principal amount at the rate of interest per annum identified above (but only on such amounts as shall have been drawn under the Bonds from the dates such amounts are drawn), all subject to the provisions set forth herein regarding redemption prior to maturity. Installments of principal shall be payable annually on May 1 of each year in the amounts and the years set forth on the attached schedule and incorporated herein by this reference. Interest is payable semi-annually on May 1 and November 1 of each year commencing on November 1, 2020 until the aforesaid principal amount is paid in full. Both principal hereof and interest hereon are hereby made payable in lawful money of the United States of America to the registered owner hereof at the address shown on the registration book of the City. The payment of the last installment of principal shall be made only upon presentation and surrender of this Bond to the City.

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It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law; and that sufficient income and revenue to be received by said City from the operation of its Sewerage System has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

IN WITNESS WHEREOF, the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin, has caused this Bond to be signed by its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF WAUPUN,
DODGE AND FOND DU LAC
COUNTIES, WISCONSIN

By _____
City Clerk

By _____
Mayor

(SEAL)

Registration Provisions

This Bond shall be registered on books of the City kept by its City Clerk, upon presentation hereof to said City Clerk, such registration to be noted on the registration blank below and upon said books, and this Bond may thereafter be transferred only upon a written assignment duly executed by the registered owner or his attorney, such transfer to be made on such books and endorsed hereon.

<u>Date of Registration</u>	<u>In Whose Name Registered</u>	<u>Signature of City Clerk</u>
<u>[____], 2020</u>	<u>United States of America</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>

PRINCIPAL REPAYMENT SCHEDULE

<u>Date</u>	<u>Principal Amount</u>
May 1, 2021	\$ 10,000
May 1, 2022	10,000
May 1, 2023	117,300
May 1, 2024	118,600
May 1, 2025	120,200
May 1, 2026	121,900
May 1, 2027	123,500
May 1, 2028	125,200
May 1, 2029	127,000
May 1, 2030	128,700
May 1, 2031	130,500
May 1, 2032	132,300
May 1, 2033	134,100
May 1, 2034	135,900
May 1, 2035	137,800
May 1, 2036	139,700
May 1, 2037	141,600
May 1, 2038	143,600
May 1, 2039	145,500
May 1, 2040	147,500
May 1, 2041	149,600
May 1, 2042	151,600
May 1, 2043	153,700
May 1, 2044	155,800
May 1, 2045	158,000
May 1, 2046	160,100
May 1, 2047	162,300
May 1, 2048	164,600
May 1, 2049	166,800
May 1, 2050	169,100
May 1, 2051	171,400
May 1, 2052	173,800
May 1, 2053	176,200
May 1, 2054	178,600
May 1, 2055	181,100
May 1, 2056	183,600
May 1, 2057	186,100
May 1, 2058	188,600
May 1, 2059	191,200
May 1, 2060	193,900
	<u>\$5,807,000</u>



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: June 4, 2020
SUBJECT: Compliance Maintenance Annual Report

The Compliance Maintenance Annual Report (CMAR) has been an annual self-evaluation-reporting requirement for publicly and privately owned domestic wastewater treatment works since 1987.

The purpose of the eCMAR is to evaluate the wastewater treatment system for problems or deficiencies. Management, operation and maintenance activities are described. Owners identify proposed actions to prevent violations of Wisconsin Pollutant Discharge Elimination System (WPDES) permits and water quality degradation.

The eCMAR program also encourages actions that:

- Promote the owners' awareness and responsibility for wastewater collection and treatment needs.
- Maximize the useful life of wastewater treatment systems through improved operation & maintenance.
- Initiate formal planning, design and construction for system upgrades.

The eCMAR form is a tool for identifying needs for future planning. The eCMAR form:

- Describes the management and physical condition of the wastewater treatment works during the previous calendar year.
- Assesses system performance and wastewater maintenance activities.
- Evaluates compliance with WPDES permit requirements
- Provides an objective analysis to determine whether a more detailed evaluation of the wastewater facility is needed.
- Identifies proposed actions necessary to maintain regulatory compliance.

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

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.9187	x	423	x	8.34	=	6,776
February	1.6018	x	654	x	8.34	=	8,738
March	2.4119	x	426	x	8.34	=	8,563
April	1.8310	x	305	x	8.34	=	4,658
May	2.2087	x	233	x	8.34	=	4,292
June	1.7757	x	343	x	8.34	=	5,077
July	2.0719	x	319	x	8.34	=	5,509
August	1.5423	x	359	x	8.34	=	4,622
September	2.3057	x	239	x	8.34	=	4,588
October	3.2161	x	198	x	8.34	=	5,298
November	2.1497	x	208	x	8.34	=	3,723
December	2.0839	x	211	x	8.34	=	3,666

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.21	x	90	=	4.689
		x	100	=	5.21
Design BOD, lbs/day	4390	x	90	=	3951
		x	100	=	4390

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	1	1
February	1	0	0	1	1
March	1	0	0	1	1
April	1	0	0	1	1
May	1	0	0	1	0
June	1	0	0	1	1
July	1	0	0	1	1
August	1	0	0	1	1
September	1	0	0	1	1
October	1	0	0	1	1
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	10	9
Points		0	0	30	18
Total Number of Points					48

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2019-05-18

- ☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

- ☒ Yes

- ☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- ☐ Yes

- ☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

- ☐ Yes

- ☐ Yes

- ☐ Yes

- ☒ No

- ☒ No

- ☒ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

- ☐ Yes gallons

- ☒ No

Holding Tanks

- ☐ Yes gallons

- ☒ No

Grease Traps

- ☐ Yes gallons

- ☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

- ☐ Yes

- ☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

☒ Yes

☐ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Waste types vary from dairy waste to food byproducts.

Total Points Generated	48
Score (100 - Total Points Generated)	52
Section Grade	F

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	14	12.6	5	1	0	0
February	14	12.6	7	1	0	0
March	14	12.6	11	1	0	0
April	14	12.6	4	1	0	0
May	10	10	1	1	0	0
June	10	10	1	1	0	0
July	10	10	1	1	0	0
August	10	10	0	1	0	0
September	8.1	8.1	1	1	0	0
October	10	10	6	1	0	0
November	14	12.6	4	1	0	0
December	14	12.6	2	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

• Yes Enter last calibration date (MM/DD/YYYY)

2019-05-19

o No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

o Yes

• No

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Waupun Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2020 2019

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	14	12.6	4	1	0	0
February	14	12.6	3	1	0	0
March	14	12.6	3	1	0	0
April	14	12.6	1	1	0	0
May	10	10	0	1	0	0
June	10	10	0	1	0	0
July	10	10	2	1	0	0
August	10	10	0	1	0	0
September	10	10	1	1	0	0
October	10	10	2	1	0	0
November	14	12.6	1	1	0	0
December	14	12.6	0	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:	7	3	
Exceedances	0	0	
Points	0	0	
Total Number of Points		0	

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Waupun Wastewater Treatment Facility

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Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results
1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	11		2.057692	308 0					
February	12		6.015714	286 0					
March									
April									
May	9.9		.53333333	33 0					
June	5		.8075	0					
July	3.2		.32416666	67 0					
August	2.7		.16083333	33 0					
September	3.5		.03166666	67 0					
October	9.6		1.73	0					
November	14		1.761583	333 0					
December	12		.33	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

- 1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.592	1	0
February	1	0.475	1	0
March	1	3.433	1	1
April	1	4.673	1	1
May	1	3.177	1	1
June	1	4.893	1	1
July	1	0.758	1	0
August	1	0.508	1	0
September	1	0.383	1	0
October	1	0.575	1	0
November	1	0.342	1	0
December	1	0.400	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				4
Total Number of Points				40

40

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Violations occurred during pilot testing of ABNR system. Once the pilot was completed, operations returned to normal and compliance was met.

Total Points Generated	40
Score (100 - Total Points Generated)	60
Section Grade	F

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
☐ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

974 acres

2.1.2 How many acres did you use?

68 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

o Yes (30 points)

● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

● Yes

o No (10 points)

o N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 004 - BIOSOLIDS

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	<5.1			<2.8			6.4			9.9				0	0
Cadmium		39	85	<.36			<.19			<.28			<.26				0	0
Copper		1500	4300	1110			383			715			607				0	0
Lead		300	840	60.6			17.6			19.5			21.8				0	0
Mercury		17	57	.71			.22			.3			.47				0	0
Molybdenum	60		75	11.8			7.5			11.7			10.1			0		0
Nickel	336		420	285			48.8			37.8			26.7			0		0
Selenium	80		100	<12			<6.7			<9.7			9.4			0		0
Zinc		2800	7500	901			421			778			707				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

● 0 (0 Points)

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☐ 1-2 (10 Points)

☐ > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

☐ Yes

☐ No (10 points)

● N/A - Did not exceed limits or no HQ limit applies (0 points)

☐ N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

● 0 (0 Points)

☐ 1 (10 Points)

☐ > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

☐ Yes (20 Points)

● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2019 - 03/31/2019
Density:	15,027
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	TPAD method.

Outfall Number:	004
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2019 - 12/31/2019
Density:	15,027
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anerobic Digestion TPAD Method

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Last Updated: Reporting For:
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Outfall Number:	004		
Biosolids Class:	B		
Bacteria Type and Limit:	Fecal Coliform		
Sample Dates:	04/01/2019 - 06/30/2019		
Density:	281		
Sample Concentration Amount:	MPN/G TS		
Requirement Met:	Yes		
Land Applied:	Yes		
Process:	Anaerobic Digestion		
Process Description:	Anerobic Digesiton TPAD Method	0	
Outfall Number:	004		
Biosolids Class:	B		
Bacteria Type and Limit:	Fecal Coliform		
Sample Dates:	07/01/2019 - 09/30/2019		
Density:	0		
Sample Concentration Amount:	MPN/G TS		
Requirement Met:	Yes		
Land Applied:	No		
Process:	Anaerobic Digestion		
Process Description:	Anerobic Digestion TPAD Method		
Outfall Number:	004		
Biosolids Class:	B		
Bacteria Type and Limit:	Fecal Coliform		
Sample Dates:	10/01/2019 - 12/31/2019		
Density:	10,371		
Sample Concentration Amount:	MPN/G TS		
Requirement Met:	Yes		
Land Applied:	Yes		
Process:	Anaerobic Digestion		
Process Description:	Anerobivc Digestion TPAD Method		
<p>4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.</p> <p>4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p>o Yes (40 Points)</p> <p>● No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>5. Vector Attraction Reduction (per outfall):</p> <p>5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p>			

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Outfall Number:	004
Method Date:	01/17/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	72

Outfall Number:	004
Method Date:	01/17/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	75

Outfall Number:	004
Method Date:	04/03/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	65

Outfall Number:	004
Method Date:	07/18/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	52

Outfall Number:	004
Method Date:	10/16/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	47

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

6. Biosolids Storage

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Last Updated: Reporting For:
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<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> ● <input type="radio"/> >= 180 days (0 Points) ○ <input type="radio"/> 150 - 179 days (10 Points) ○ <input type="radio"/> 120 - 149 days (20 Points) ○ <input type="radio"/> 90 - 119 days (30 Points) ○ <input type="radio"/> < 90 days (40 Points) ○ <input type="radio"/> N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/>○ No (40 points) <input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">○ Paper file system○ Computer system● Both paper and computer system○ No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">○ Excellent● Very good○ Good○ Fair○ Poor <p>Describe your rating:</p>	

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Plant maintenance is performed regular. A computer generated maintenance program is used by treatment facility personnel.	
---	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

● Yes (0 points)

○ No (20 points)

Name:

STEVEN R SCHRAMM

Certification No:

24150

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes	X			X
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural		X		
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2019; subclass SS is basic level only.)

● Yes (0 points)

○ No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

☒ One or more additional certified operators on staff

☐ An arrangement with another certified operator

☐ An arrangement with another community with a certified operator

☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year

☐ A consultant to serve as your certified operator

☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- ☐ Averaging 6 or more CECs per year.
- ☐ Averaging less than 6 CECs per year.

Advanced Certification:

- ☒ Averaging 8 or more CECs per year.
- ☐ Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: Jeff Stanek</p> <p>Telephone: 920-324-7920 (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): </p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: 2020</p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: 2019</p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; border: 1px solid black; text-align: right; padding: 2px;">2,027,274.00</td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">-</td> <td style="border: 1px solid black; text-align: right; padding: 2px;">163,147.00</td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="border: 1px solid black; text-align: right; padding: 2px;">1,864,127.00</td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="border: 1px solid black; text-align: right; padding: 2px;">68,007.00</td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	2,027,274.00	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	163,147.00	3.2.3 Adjusted January 1st Beginning Balance	\$	1,864,127.00	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	68,007.00	
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	2,027,274.00											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	163,147.00											
3.2.3 Adjusted January 1st Beginning Balance	\$	1,864,127.00											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	68,007.00											

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,932,134.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Adjustments represent 2019 withdrawals of excess funds for sewer operations.

3.3 What amount should be in your Replacement Fund? \$ 1,210,975.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☒ Yes

☐ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Design and construct modification needed to comply with the TMDL future limits.	30000000	2021

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 3

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	158,072	6,027
February	138,264	3,973
March	148,374	3,973
April	147,485	2,662
May	153,517	945
June	136,087	569
July	136,436	658
August	123,254	565
September	126,448	565
October	141,801	1,032
November	140,696	3,247
December	143,796	3,247
Total	1,694,230	27,463
Average	141,186	2,289

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☐ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	158,072	59.48	2,658	210.06	753	6,027
February	138,264	44.85	3,083	244.66	565	5,442
March	148,374	74.77	1,984	265.45	559	3,973
April	147,485	54.93	2,685	139.74	1,055	2,662
May	153,517	68.47	2,242	133.05	1,154	945
June	136,087	53.27	2,555	152.31	893	569
July	136,436	64.23	2,124	170.78	799	658
August	123,254	47.81	2,578	143.28	860	596
September	126,448	69.17	1,828	137.64	919	658
October	141,801	99.70	1,422	164.24	863	1,032
November	140,696	64.49	2,182	111.69	1,260	3,159
December	143,796	64.60	2,226	113.65	1,265	3,247
Total	1,694,230	765.77		1,986.55		28,968
Average	141,186	63.81	2,297	165.55	912	2,414

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☒ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☐ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☐ No

☒ Yes

If Yes, how is the biogas used (Check all that apply):

☒ Flared Off

☒ Building Heat

☒ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☐ No

☒ Yes

☒ Entire facility

Year:

2010

By Whom:

Focus on Energy

Describe and Comment:

Focus performed on entire facility study identifying areas of energy savings, with the aid of upgrades.

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Investigative, rehabilitative, operational, construction, budgetary, legal, and miscellaneous categories.

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Local Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2008-01-01

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

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<p> <input checked="" type="checkbox"/> A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation <input checked="" type="checkbox"/> A description of routine operation and maintenance activities (see question 2 below) <input checked="" type="checkbox"/> Capacity assessment program <input checked="" type="checkbox"/> Basement back assessment and correction <input checked="" type="checkbox"/> Regular O&M training <input checked="" type="checkbox"/> Design and Performance Provisions [NR 210.23 (4) (e)] <input type="checkbox"/> <input type="checkbox"/> What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property? <input checked="" type="checkbox"/> State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements <input checked="" type="checkbox"/> Construction, Inspection, and Testing <input type="checkbox"/> Others: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> </p> <p> <input checked="" type="checkbox"/> Overflow Emergency Response Plan [NR 210.23 (4) (f)] <input type="checkbox"/> <input type="checkbox"/> Does your emergency response capability include: <input checked="" type="checkbox"/> Responsible personnel communication procedures <input checked="" type="checkbox"/> Response order, timing and clean-up <input type="checkbox"/> Public notification protocols <input checked="" type="checkbox"/> Training <input checked="" type="checkbox"/> Emergency operation protocols and implementation procedures <input checked="" type="checkbox"/> Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> Special Studies Last Year (check only those that apply): <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input checked="" type="checkbox"/> Sewer System Evaluation Survey (SSES) <input checked="" type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> </p>	0																														
<p>2. Operation and Maintenance</p> <p>2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Cleaning</td> <td style="width: 20%; text-align: center; border: 1px solid black;">100</td> <td style="width: 50%;">% of system/year</td> </tr> <tr> <td>Root removal</td> <td style="text-align: center; border: 1px solid black;">25</td> <td>% of system/year</td> </tr> <tr> <td>Flow monitoring</td> <td style="text-align: center; border: 1px solid black;">0</td> <td>% of system/year</td> </tr> <tr> <td>Smoke testing</td> <td style="text-align: center; border: 1px solid black;">0</td> <td>% of system/year</td> </tr> <tr> <td>Sewer line televising</td> <td style="text-align: center; border: 1px solid black;">50</td> <td>% of system/year</td> </tr> <tr> <td>Manhole inspections</td> <td style="text-align: center; border: 1px solid black;">2</td> <td>% of system/year</td> </tr> <tr> <td>Lift station O&M</td> <td style="text-align: center; border: 1px solid black;">3</td> <td># per L.S./year</td> </tr> <tr> <td>Manhole rehabilitation</td> <td style="text-align: center; border: 1px solid black;">2</td> <td>% of manholes rehabbed</td> </tr> <tr> <td>Mainline rehabilitation</td> <td style="text-align: center; border: 1px solid black;">1</td> <td>% of sewer lines rehabbed</td> </tr> <tr> <td>Private sewer inspections</td> <td style="text-align: center; border: 1px solid black;">0</td> <td>% of system/year</td> </tr> </table>		Cleaning	100	% of system/year	Root removal	25	% of system/year	Flow monitoring	0	% of system/year	Smoke testing	0	% of system/year	Sewer line televising	50	% of system/year	Manhole inspections	2	% of system/year	Lift station O&M	3	# per L.S./year	Manhole rehabilitation	2	% of manholes rehabbed	Mainline rehabilitation	1	% of sewer lines rehabbed	Private sewer inspections	0	% of system/year
Cleaning	100	% of system/year																													
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Private sewer inspections	0	% of system/year																													

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Private sewer I/I
removal

% of private services

River or water
crossings

% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="49.03"/>	Total actual amount of precipitation last year in inches
<input type="text" value="27"/>	Annual average precipitation (for your location)
<input type="text" value="48"/>	Miles of sanitary sewer
<input type="text" value="3"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="0"/>	Average daily flow in MGD (if available)
<input type="text" value="0"/>	Peak monthly flow in MGD (if available)
<input type="text" value="0"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="NaN"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="NaN"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

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<ul style="list-style-type: none">● No <p>If Yes, please describe:</p> <div></div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div>None</div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div>Main line slip lining.</div>
--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0022772

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	F	0	3	0
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	124
GRADE POINT AVERAGE (GPA) = 3.35				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
Date of Submittal:	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):	
Influent Flow and Loadings: Grade = F	<input type="text"/>
Effluent Quality: BOD: Grade = A	<input type="text"/>
Effluent Quality: TSS: Grade = A	<input type="text"/>
Effluent Quality: Ammonia: Grade = A	<input type="text"/>
Effluent Quality: Phosphorus: Grade = F	<input type="text"/>
Biosolids Quality and Management: Grade = A	<input type="text"/>
Staffing: Grade = A	<input type="text"/>
Operator Certification: Grade = A	<input type="text"/>
Financial Management: Grade = A	<input type="text"/>
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.35	
<input type="text"/>	