



*Water Works and Lighting Commission*

*221 16<sup>th</sup> Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831*

**AGENDA**

There will be a Regular Meeting of the Water Works and Lighting Commission in the conference room on Wednesday, October 12, 2022, at 2:00 PM.

Listed below is the agenda for this meeting.

1. Call to order
2. Approval, additions, or corrections to the minutes of the following meeting
  - 2.1. Regular Commission Meeting held September 14, 2022
  - 2.2. Special Commission Meeting held September 28, 2022
3. Action items
4. Department updates
  - 4.1. Safety Committee
  - 4.2. Line Superintendent
  - 4.3. Water Department Operations
  - 4.4. Customer Support Supervisor
  - 4.5. Director of Finance
  - 4.6. Information Systems Administrator
  - 4.7. Conservation Manager
  - 4.8. Electrical Engineer
  - 4.9. Director of Engineering & Electric Operations
  - 4.10. General Manager
5. Review of accounts payable
6. Adjourn

*If given 72 hours' notice, efforts will be made by the General Manager's office to accommodate the needs of disabled individuals through sign language interpreters and other auxiliary aids.*

## Regular Meeting of the Water Works and Lighting Commission Wednesday, September 14, 2022

### **There were present:**

Commissioner Jay Bemke  
Commissioner John Bergin  
Commissioner John Harper  
Commissioner Tom Nowak  
Commissioner Rick Merdan

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Jeff Kuhn, Josh Elliott, Shawn Reimer, Matt Stormoen, Tyler Sneen, and Lynn Schroer

### **1. Call to Order**

Chairman Tom Nowak called the meeting to order at 2:00 PM.

### **2. Approval, additions or corrections to the minutes of the following meeting**

#### **2.1 Special Commission Meeting held August 10, 2022**

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to approve the minutes of the Regular Commission Meeting held on August 10, 2022, and to place them on file. There were no nay votes recorded.

#### **2.2 Regular Commission Meeting held August 10, 2022**

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Regular Commission Meeting held on August 10, 2022, and to place them on file. There were no nay votes recorded.

### **3. Action items**

#### **3.1 2022 Audit Services**

Director of Finance Jeff Kuhn stated that a request for proposals was sent out for audit services for 2022-2024, along with additional pricing for 2025 and 2026. We only received bids from two firms, KerberRose and CliftonLarsonAllen.

Based on a combination of the information received Jeff is recommending awarding the audit service RFP to CliftonLarsonAllen.

After a lengthy discussion and all questions answered, and based upon recommendation, there was a motion made by Rick Merdan, seconded by Jay Bemke, and carried to award the audit services to CliftonLarsonAllen. No nay votes were recorded.

#### **4.0 Department updates**

#### **4.1 Safety Committee Report**

The commissioners reviewed the August safety committee meeting minutes and the safety coordinator's monthly report.

#### **4.2 Line Superintendent's Report**

This report was reviewed and discussed. Josh Elliott answered questions regarding the number of trouble slips, work orders and call-ins for August. Most outages were due to squirrels.

#### **4.3 Water Department Operations Report**

This report was reviewed and discussed. August water projects and the unusual number of water main breaks was also discussed.

#### **4.4 Customer Support Supervisor's Report**

This report was reviewed and current electric disconnections were discussed.

#### **4.5 Director of Finance's Report**

This report was reviewed and the financial statements were discussed.

#### **4.6 Information System's Administrator's Report**

This report was reviewed and discussed.

#### **4.7 Conservation Manager's Report**

This report was reviewed and discussed. The National Theater for Children is once again performing in the Wisconsin Rapids community. This year's production titled "Energy Endgame" will promote and inspire students K thru 5<sup>th</sup> grade the important message of energy conservation and safety practices.

#### **4.8 Electrical Engineer's Report**

This report was reviewed and discussed. Tyler Sneen will be attending the Rockwell Automation Fair/Expo in Chicago. This is a great opportunity for engineers to learn about what's new in the industry of automation.

#### **4.9 Director of Engineering & Electric Operations**

This report was reviewed and wind and solar installations were discussed.

#### **4.10 General Manager's Report**

This report was reviewed. Jem stated that the PSC of Wisconsin has opened a proceeding on Wisconsin's 3<sup>rd</sup> party solar financing and answered questions.

#### **5. Review of accounts payables**

A listing of all invoices and checks covering August was provided to the commission for review.

#### **6. Adjourn**

There was a motion made by John Bergin, seconded by Rick Merdan, and carried to adjourn at 2:33 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

## Special Meeting of the Water Works and Lighting Commission Wednesday, September 28, 2022

### **There were present:**

Commissioner John Bergin  
Commissioner Jay Bemke  
Commissioner Rick Merdan  
Commissioner John Harper

Also in attendance: Jem Brown, Jeff Kuhn, Josh Elliott, Shawn Reimer, Adam Breunig, Matt Stormoen, Todd Weiler, and Dale Scheunemann

### **1. Call to Order**

Acting Chairman Rick Merdan called the meeting to order at 8:00 AM.

### **2. 2023 Budget**

There was a lengthy discussion on the 2023 capital and operational budget.

After discussion and all questions answered there was a motion made by Jay Bemke, seconded by John Bergin, and carried to approve the 2023 budget as presented. No nay votes were recorded.

### **3. Adjourn**

There was a motion made by John Bergin, seconded by John Harper, and carried to adjourn at 9:45 AM. No nay votes were recorded.

Respectfully submitted,

John Bergin, Acting Secretary



Municipal Electric Utilities of Wisconsin  
*Service. Advocacy. Safety.*  
725 Lois Drive  
Sun Prairie, WI 53590  
T: 608-837-2263  
F: 608-837-0206  
[www.meuw.org](http://www.meuw.org)

**Wisconsin Rapids Water Works & Lighting Commission**  
**September 2022**

Prepared By: Sean T. Wall, MEUW Senior Regional Safety Coordinator

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## SAFETY REPORT

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### **ACCOMPLISHMENTS**

#### **1. Training**

- a. Confined Space Entry hands on training

#### **2. Audits/Inspections**

- a. No audits / inspections in Sept.

#### **3. Compliance/Risk Management**

- a. ~~Attended Safety Committee meeting~~ (meeting was cancelled due to Confined Space Entry training)
- b. ~~Attended Commission meeting~~ (scheduling conflict due to Confined Space Entry training coordination)
- c. Updated Confined Space Entry permit with changes / updates from training
- d. HAZCOM written safety program reviewed

### **GOALS AND OBJECTIVES**

#### **1. Training**

- a. Fall Protection training and documented equipment inspections
- b. Confined Space Entry make up training (Water, for those who missed last month)
- c. MSDSOnline safety training

#### **2. Audits/Inspections**

- a. Facility inspection to occur in Q4

#### **3. Compliance/Risk Management**

- a. ~~Attend Safety Committee meeting~~ (will be on vacation)
- b. ~~Attend Commission meeting~~ (not attending this month due to MEUW quarterly in-service meeting)
- c. Continue working on written safety program reviews to ensure all are reviewed annually (PPE & Lockout / Tagout)



### *Water Works and Lighting Commission*

221 16<sup>th</sup> Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

## **LINE SUPERINTENDENT'S REPORT September 2022**

### **Work Performed**

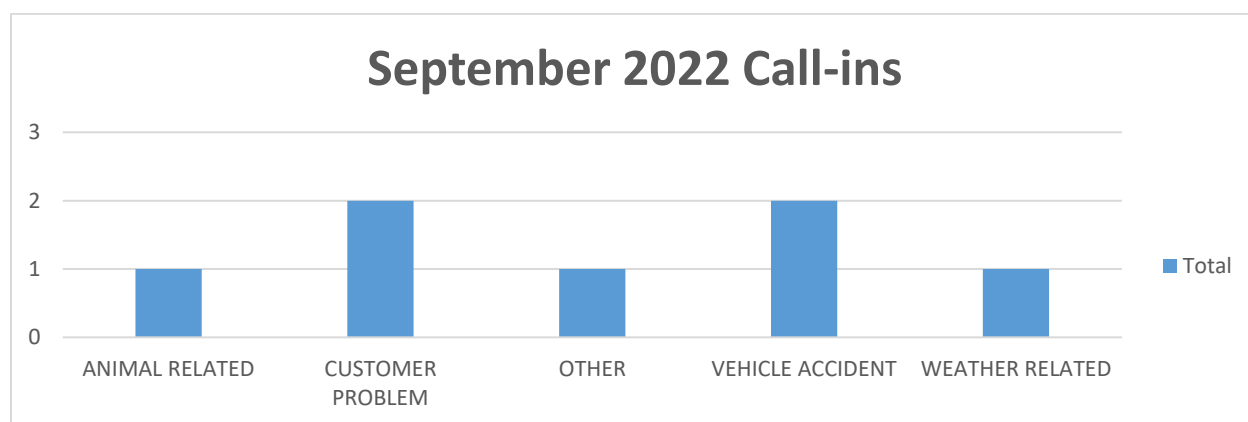
During September, the Electric Department processed 26 work orders, 16 electric service orders, and 65 trouble slips.

### **Other Projects**

- Continued replacement of three phase older wooden poles.
- Completed work at Anderson's Fertilizer Plant for new 3 phase service.
- Continued work on Wood County Jail project.
- Completed Ridgewood Campground expansion.
- Completed multiple customer driven jobs.
- Completed 2023 budget preparation.
- Began work on Brown Street reconductor.

### **After Hours Calls**

In September there were 7 after hour call-ins.



The call-in for "Other" was for a traffic signal on flash mode.

Respectfully submitted,

Josh Elliott  
Electric Line Superintendent



*Water Works and Lighting Commission*

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**WATER DEPARTMENT OPERATIONS REPORT  
September 2022**

**WATER PROJECT**

During September, the water department worked on the following projects.

- ❖ Crews repaired a water main break at 2811 8<sup>th</sup> Street South.
- ❖ Crews have been digging pits so the lining crews can access the main for lining pulls.
- ❖ Crews have worked with sewer department running the camera through the old raw line and pulling the rope through for contractor's winch cable retrieval.
- ❖ Crews are prepping pits for paving to get Airport Avenue open as soon as possible.

**TROUBLE CALLS**

The water meter crew responded to 19 trouble calls.

**RAW WATER PROJECT**

The project is going well; we have liner pulled down Airport from Well 3 to 16<sup>th</sup> Street, and from Well 1 to Airport Avenue. Crews have filled and pressure tested the Airport Avenue section.

**WATER ELEVATIONS AT MV – 4 MONITORING WELL FOR THE LAST 5 YEARS**

The readings given below were taken during the last week of September of the year noted:

2022 – 15'7"	2020 – 15'3"	2018 – 15'3"
2021 – 14'4"	2019 – 14'8"	

The highest elevation for MV – 4 was 12'7" on July 2, 2004.

The lowest elevation for MV – 4 was 21.5 on September 11, 2009.

Sincerely,

*Dale Scheunemann*

Water Superintendent



**Water Works and Lighting Commission**221 16<sup>th</sup> Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300**CUSTOMER SUPPORT SUPERVISOR'S REPORT  
SEPTEMBER 2022****COLLECTIONS**

Below is the comparison of active and inactive accounts receivable.

<b>ALL PROVIDERS – Active Accounts</b>			
	<b><u>September 2020</u></b>	<b><u>September 2021</u></b>	<b><u>September 2022</u></b>
<b>30 day</b>	290,550	196,849	239,504
<b>60 day</b>	142,560	32,384	21,432
<b>90 day</b>	249,980	23,262	4,557
<b>Current</b>	2,696,267	2,587,220	2,858,563
<b>Total Active</b>	<b>3,379,357</b>	<b>2,839,715</b>	<b>3,124,056</b>
<b>Total Inactive</b>	<b>229,326</b>	<b>91,749</b>	<b>124,725</b>
<b>Total AR</b>	<b>3,608,683</b>	<b>2,931,464</b>	<b>3,248,781</b>

In reviewing the 30 day past due balances, the slight increase is due to higher electric usage in August and a higher power cost adjustment. The 60 and 90 day past due is in part due to deferred payment arrangements and budget customers who are current on their budget payments, but had higher usage in the summer. We have discussed and set in place additional auditing to review budget accounts with an overall 60 or 90 day past due balance. Below are the monthly totals of electric disconnections for 2022.

	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>
Automated Calls	612	696	563	571	720	798
Door Tags	81	2	21	8	2	4
Payment Arrangements	108	72	52	48	87	96
Disconnections	186	223	231	157	231	218
Reconnections	161	215	223	145	196	205

**Commercial Disconnections**

In September, 24 commercial accounts were notified of a past due balance. One customer was disconnected and reconnected.

**Tax Roll**

Time was spent preparing for the upcoming tax roll letters sent to both customers and property owners in October notifying them of terminated unpaid balances prior to 2022. I will have the final amounts for each service in the October report.

**Tax Refund Interception Program (TRIP) and State Debt Collection (SDC)**

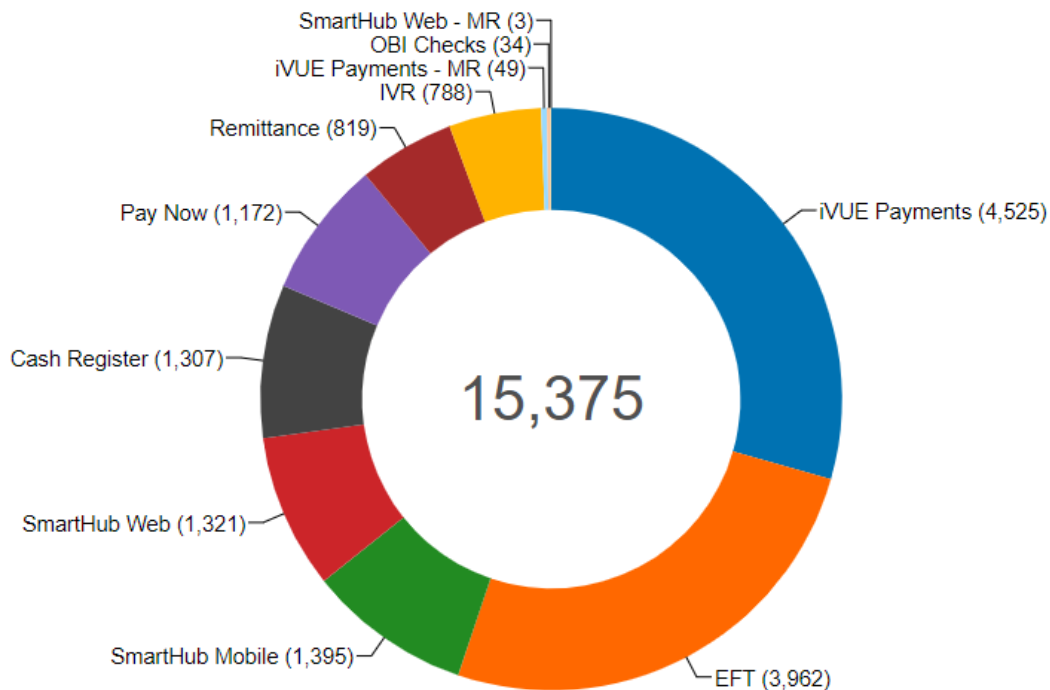
We received \$4,594 through SDC in September for a 2022 TRIP and SDC total of \$72,879.

## **SEPTEMBER OFFICE INFORMATION**

- ✚ The office staff processed five new electric service orders in September. In addition, 261 electric and 113 water move orders were processed. 36 of these orders were received electronically.
- ✚ 70 welcome letters were sent to new customers.
- ✚ 32 properties were checked for cross connection and 19 wells permits were issued.
- ✚ Office staff answered 2,487 customer calls in September. Each call was answered in just under eight seconds and lasted approximately 2 ½ minutes.
- ✚ Traffic flow in the lobby totaled 1128 customers with a daily peak of 83 on September 20<sup>th</sup>.
- ✚ Sara Oleson and I attended the MEUW Accounting and Customer Service Seminar on Wednesday, September 28<sup>th</sup>. This annual seminar updates municipal electric utility staff on regulatory and legislative issues.

## **OFFICE PAYMENTS**

The chart below highlights our September payments. Our electronic payment options combined have steadily increased this past year and total 61% of the total payments this month.



## **SOCIAL MEDIA / WEBSITE**



Three messages were posted on Facebook generating 2,683 views.  
Two messages were posted on Twitter generating 1,008 impressions.  
Our website had 2,500 users with 3,433 sessions in September.

Respectfully submitted,  
*Lynn Schroer*  
Customer Support Supervisor

*Water Works and Lighting Commission**221 16<sup>th</sup> Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300***Director of Finance Report****September 2022****Financial Reports**

Included in this month's packet are the August 2022 interim financial statements. Both the electric and water utilities have a positive operating income for the year. Total electric operating revenues have increased 4.6%, giving the utility a nearly \$300,000 operating income through August 31.

The water utility has a net operating income through August of \$611,315. Water sales are essentially flat (revenue is 0.4%, or about \$10,360 lower). Total units of water sold are nearly identical to the previous year, but the categories have changed slightly, as seen below:

Water Sales (CCF*)			
*One CCF equals 748 gallons			
Category	January to August		Difference
	2022	2021	
Residential	208,744	218,344	(9,600)
Commercial	126,621	122,231	4,390
Industrial	122,458	118,463	3,995
Irrigation	34,810	36,840	(2,030)
Multi-Family Residential	34,051	33,531	520
Public Authority	35,093	32,352	2,741
Total	561,777	561,761	16

Irrigation rates are higher than residential and nonresidential rates, causing lower revenue.

The September cash flow was negative \$306,641. A large payment was made on the raw water lining project (\$922,600). While the intention is to fund this project from the depreciation fund, I only transferred \$600,000 as we had a positive cash flow for the year. However, with the year's cash flow still positive, I did not feel we needed to reimburse the entire \$922,600 and left investments in place to earn additional interest.

## **2023 Budget**

The annual budget process took up most of my time in September. The Commission's annual budget meeting was held on September 28, 2022, with a good discussion on the revenues and planned capital and operational expenditures for 2023. After Commission approval, the budget was sent over to the City. We will meet with the City's Property and Finance Committee for approval before the City Council approves it.

I want to thank the department heads that put time into prioritizing projects and obtaining cost estimates for these projects.

## **2022 Landscape and Snow Removal RFP**

In September, the utility received a notice from our current landscape and snow removal company that they will no longer be able to serve us starting December 1, 2022, due to staffing shortages. We met internally to determine if a new RFP should be issued, or if the work should be done internally. We decided to issue an RFP to get responses to contract the work. We sent out an RFP to landscape and snow removal companies with a request to respond by October 11. I am optimistic we will have multiple bidders that will continue to provide great service to the utility.

Respectfully submitted,

A handwritten signature in black ink that reads "Jeff Kuhn". The script is cursive and fluid.

Jeff Kuhn  
Director of Finance

Wisconsin Rapids Water Works and Lighting Commission  
Cash Flow Summary  
for Month Ending September 30, 2022

	<u>Current Month</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Cash Receipts:			
Utility Receipts, Net of Returns	\$ 3,981,969	\$ 30,856,025	\$ 29,498,986
Interest and Dividends	\$ 106	\$ 2,628	\$ 2,850
Transfer from Investments	\$ 646,659	\$ 3,148,957	\$ 2,589,242
ATC Dividend Payment	\$ -	\$ 410,849	\$ 395,844
Total Cash Receipts	<u>\$ 4,628,734</u>	<u>\$ 34,418,458</u>	<u>\$ 32,486,922</u>
Disbursements			
AP Payments	\$ (2,119,010)	\$ (13,545,530)	\$ (11,914,418)
GLU Power Bill	\$ (2,017,226)	\$ (14,477,708)	\$ (13,352,580)
Transfer to Investments	\$ (260,000)	\$ (2,375,000)	\$ (3,415,000)
ATC - Voluntary Capital Call		\$ (247,309)	\$ -
Sales Tax Payment	\$ (96,359)	\$ (472,948)	\$ (464,426)
Payroll	\$ (438,381)	\$ (3,130,024)	\$ (2,982,881)
Service Fees	\$ (4,399)	\$ (40,855)	\$ (39,131)
Total Disbursements	<u>\$ (4,935,375)</u>	<u>\$ (34,289,375)</u>	<u>\$ (32,168,436)</u>
Net Cash Flow	<u><u>\$ (306,641)</u></u>	<u><u>\$ 129,083</u></u>	<u><u>\$ 318,486</u></u>

Wisconsin Rapids Water Works and Lighting Commission  
Combined Utility Income Statement  
Year to Date for Months Ending August 2022 and 2021

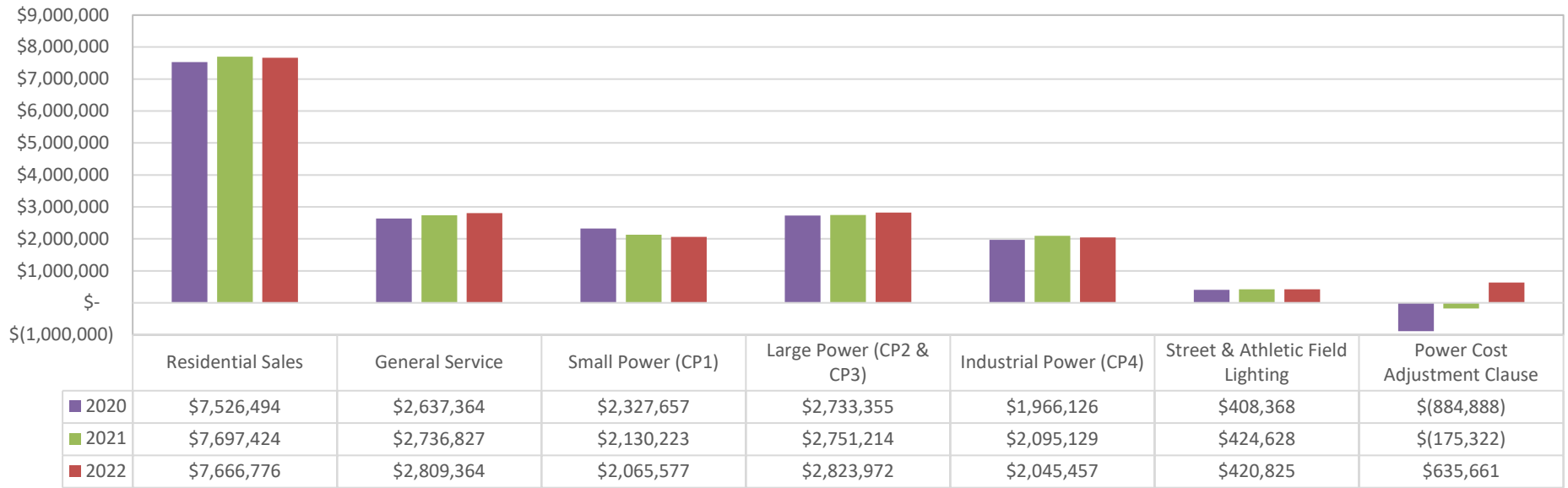
	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 18,467,632	\$ 2,683,124	\$ 21,150,756	\$ 17,660,124	\$ 2,693,483	\$ 20,353,607	4.6%	(0.4%)	3.9%
Other Operating Revenues	\$ 359,306	\$ 1,211,389	\$ 1,570,694	\$ 334,478	\$ 1,176,485	\$ 1,510,963	7.4%	3.0%	4.0%
Total Operating Revenues	\$ 18,826,938	\$ 3,894,512	\$ 22,721,450	\$ 17,994,602	\$ 3,869,968	\$ 21,864,569	4.6%	0.6%	3.9%
Operating Expenses	15,912,388	2,024,578	17,936,966	14,125,458	1,904,775	16,030,233	12.7%	6.3%	11.9%
Depreciation Expense	1,542,179	613,419	2,155,598	1,507,022	669,651	2,176,673	2.3%	(8.4%)	(1.0%)
Taxes Expense	1,072,600	645,200	1,717,800	1,026,000	630,000	1,656,000	4.5%	2.4%	3.7%
Total Operating Expenses	18,527,167	3,283,197	21,810,364	16,658,480	3,204,425	19,862,906	11.2%	2.5%	9.8%
<b>Operating Income (Loss)</b>	<b>\$ 299,771</b>	<b>\$ 611,315</b>	<b>\$ 911,086</b>	<b>\$ 1,336,122</b>	<b>\$ 665,542</b>	<b>\$ 2,001,664</b>	<b>(77.6%)</b>	<b>(8.1%)</b>	<b>(54.5%)</b>
Non-Operating Income	623,232	61,611	684,843	512,651	39,215	551,866	21.6%	57.1%	24.1%
Interest Charges	107,137		107,137	113,467		113,467	(5.6%)		(5.6%)
Other Non-operating Exp	251,117	65,567	316,685	234,677	70,157	304,834	7.0%	(6.5%)	3.9%
<b>Net Income (Loss)</b>	<b>\$ 564,748</b>	<b>\$ 607,359</b>	<b>\$ 1,172,107</b>	<b>\$ 1,500,630</b>	<b>\$ 634,600</b>	<b>\$ 2,135,229</b>	<b>(62.4%)</b>	<b>(4.3%)</b>	<b>(45.1%)</b>

Wisconsin Rapids Water Works and Lighting Commission  
Electric Income Statement  
Year to Date for Months Ending August 2022, 2021, 2020

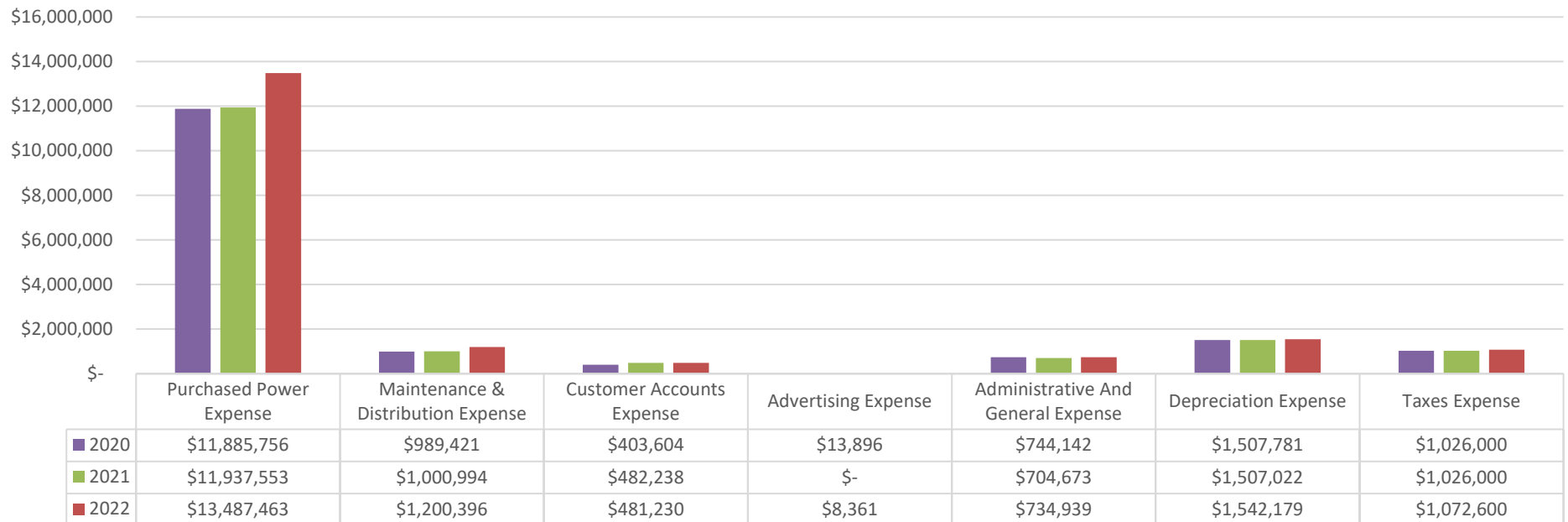
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
<b>Sales of Electricity</b>					
Residential Sales	\$ 11,298,000	\$ 7,666,776	\$ 7,697,424	\$ 7,526,494	\$ 3,631,224
General Service	\$ 4,145,000	\$ 2,809,364	\$ 2,736,827	\$ 2,637,364	\$ 1,335,636
Small Power (CP1)	\$ 3,220,000	\$ 2,065,577	\$ 2,130,223	\$ 2,327,657	\$ 1,154,423
Large Power (CP2 & CP3)	\$ 4,270,000	\$ 2,823,972	\$ 2,751,214	\$ 2,733,355	\$ 1,446,028
Industrial Power (CP4)	\$ 3,690,000	\$ 2,045,457	\$ 2,095,129	\$ 1,966,126	\$ 1,644,543
Street & Athletic Field Lighting	\$ 642,500	\$ 420,825	\$ 424,628	\$ 408,368	\$ 221,675
Power Cost Adjustment Clause	\$ (275,000)	\$ 635,661	\$ (175,322)	\$ (884,888)	\$ (910,661)
Total Sales of Electricity	\$ 26,990,500	\$ 18,467,632	\$ 17,660,124	\$ 16,714,475	\$ 8,522,868
<b>Other Operating Revenues</b>					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 29,815	\$ 20,930	\$ 175	\$ 185
Rent From Electric Property	\$ 274,000	\$ 276,704	\$ 265,006	\$ 257,620	\$ (2,704)
Forfeited Discounts	\$ 92,000	\$ 50,894	\$ 46,712	\$ 21,661	\$ 41,106
Other Electric Revenues	\$ 3,500	\$ 1,892	\$ 1,829	\$ 1,508	\$ 1,608
Total Operating Revenues	\$ 27,390,000	\$ 18,826,938	\$ 17,994,602	\$ 16,995,439	\$ 8,563,062
<b>Operating Expenses</b>					
Purchased Power Expense	\$ 18,468,200	\$ 13,487,463	\$ 11,937,553	\$ 11,885,756	\$ 4,980,738
Maintenance & Distribution Expense	\$ 1,659,000	\$ 1,200,396	\$ 1,000,994	\$ 989,421	\$ 458,604
Customer Accounts Expense	\$ 776,200	\$ 481,230	\$ 482,238	\$ 403,604	\$ 294,970
Advertising Expense	\$ 24,000	\$ 8,361	\$ -	\$ 13,896	\$ 15,639
Administrative And General Expense	\$ 1,326,600	\$ 734,939	\$ 704,673	\$ 744,142	\$ 591,661
Depreciation Expense	\$ 2,340,000	\$ 1,542,179	\$ 1,507,022	\$ 1,507,781	\$ 797,821
Taxes Expense	\$ 1,463,364	\$ 1,072,600	\$ 1,026,000	\$ 1,026,000	\$ 390,764
Total Operating Expenses	\$ 26,057,364	\$ 18,527,167	\$ 16,658,480	\$ 16,570,601	\$ 7,530,197
<b>Operating Income</b>	<b>\$ 1,332,636</b>	<b>\$ 299,771</b>	<b>\$ 1,336,122</b>	<b>\$ 424,838</b>	<b>\$ 1,032,865</b>
Merchandise and Jobbing	\$ 40,000	\$ 35,000	\$ 5,387	\$ 27,775	\$ 5,000
Interest and Dividend Income	\$ 703,900	\$ 438,145	\$ 425,391	\$ 490,843	\$ 265,755
Miscellaneous Non-Operating Income	\$ 160,000	\$ 150,087	\$ 81,874	\$ 107,335	\$ 9,913
Total Other Income Additions	\$ 903,900	\$ 623,232	\$ 512,651	\$ 625,952	\$ 280,668
Interest Charges	\$ 163,117	\$ 107,137	\$ 113,467	\$ 124,531	\$ 55,980
Other Income Deductions	\$ 382,000	\$ 251,117	\$ 234,677	\$ 235,840	\$ 130,883
<b>Total Net Income</b>	<b>\$ 1,691,419</b>	<b>\$ 564,748</b>	<b>\$ 1,500,630</b>	<b>\$ 690,419</b>	<b>\$ 1,126,671</b>

Wisconsin Rapids Water Works and Lighting Commission  
Selected Electric Utility Financial Charts  
Year to Date for Months Ending August 2022, 2021, 2020

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses



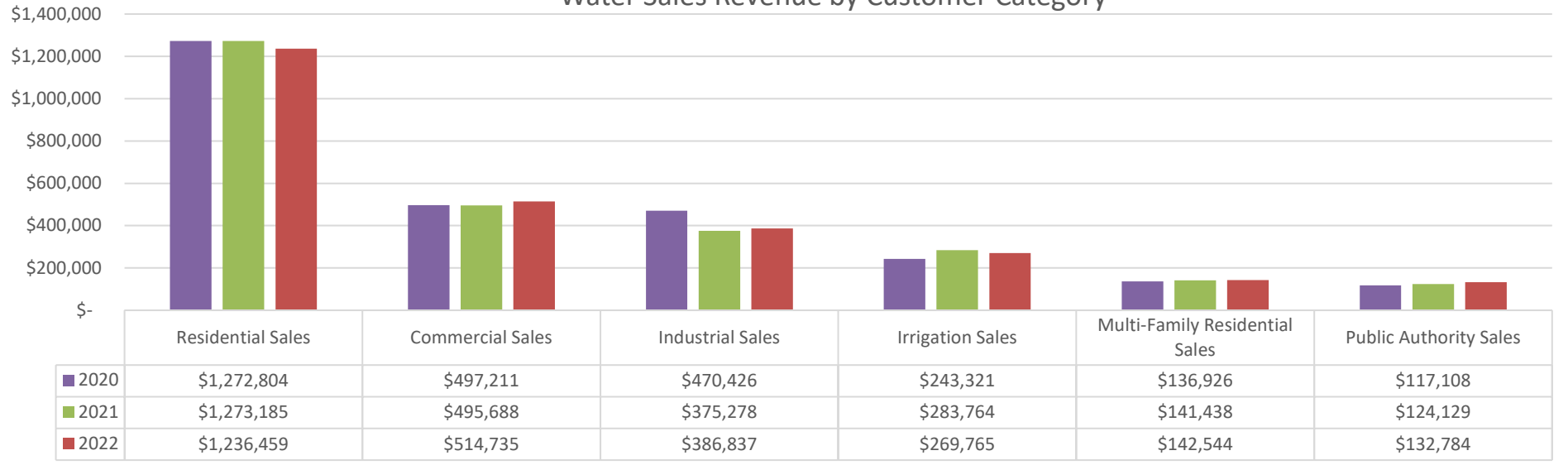


Wisconsin Rapids Water Works and Lighting Commission  
Water Income Statement  
Year to Date for Months Ending August 2022, 2021, 2020

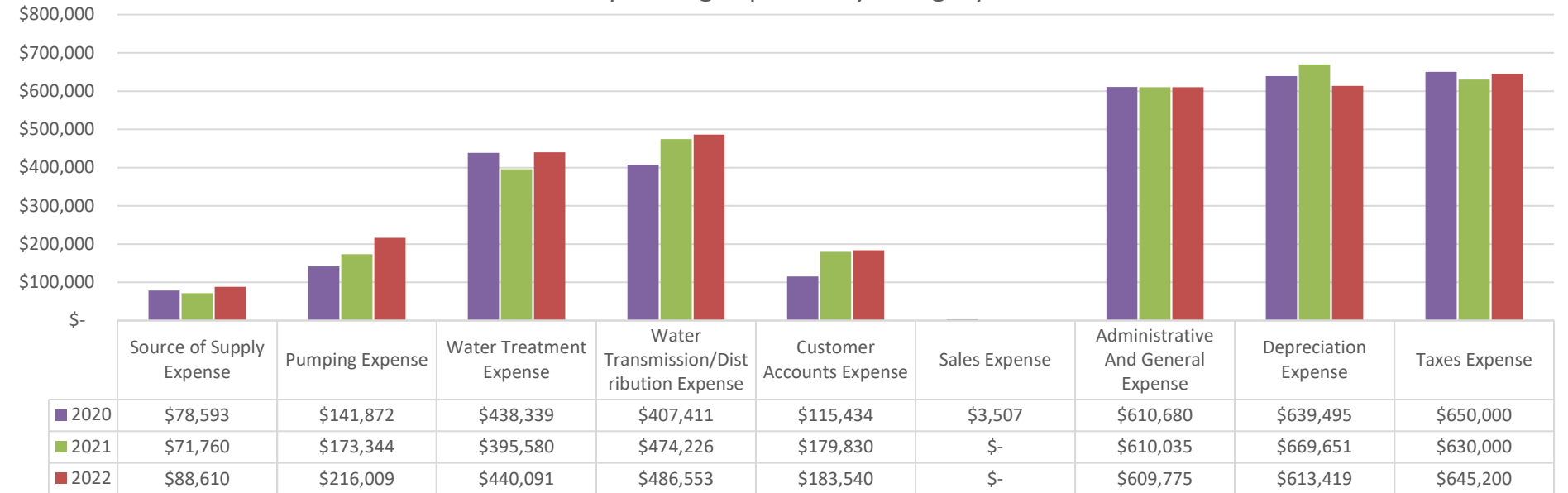
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
<b>Metered Sales of Water</b>					
Residential Sales	\$ 1,938,000	\$ 1,236,459	\$ 1,273,185	\$ 1,272,804	\$ 701,541
Commercial Sales	\$ 763,000	\$ 514,735	\$ 495,688	\$ 497,211	\$ 248,265
Industrial Sales	\$ 415,000	\$ 386,837	\$ 375,278	\$ 470,426	\$ 28,163
Irrigation Sales	\$ 367,000	\$ 269,765	\$ 283,764	\$ 243,321	\$ 97,235
Multi-Family Residential Sales	\$ 216,000	\$ 142,544	\$ 141,438	\$ 136,926	\$ 73,456
Public Authority Sales	\$ 188,000	\$ 132,784	\$ 124,129	\$ 117,108	\$ 55,216
Total Sales of Water	\$ 3,887,000	\$ 2,683,124	\$ 2,693,483	\$ 2,737,796	\$ 1,203,876
<b>Other Operating Revenues</b>					
Private Fire Protection	\$ 58,000	\$ 38,157	\$ 38,164	\$ 38,361	\$ 19,843
Public Fire Protection	\$ 1,305,000	\$ 855,432	\$ 840,769	\$ 839,336	\$ 449,568
Forfeited Discounts	\$ 25,000	\$ 23,071	\$ 21,799	\$ 10,955	\$ 1,929
Miscellaneous Service Revenues	\$ 2,000	\$ 1,575	\$ 280	\$ 1,540	\$ 425
Rent From Water Property	\$ 87,000	\$ 56,491	\$ 60,380	\$ 54,253	\$ 30,509
Other Water Revenues	\$ 78,000	\$ 236,663	\$ 215,093	\$ 209,605	\$ (158,663)
Total Operating Revenues	\$ 5,442,000	\$ 3,894,512	\$ 3,869,968	\$ 3,891,846	\$ 1,547,488
<b>Operating Expenses</b>					
Source of Supply Expense	\$ 279,100	\$ 88,610	\$ 71,760	\$ 78,593	\$ 190,490
Pumping Expense	\$ 248,100	\$ 216,009	\$ 173,344	\$ 141,872	\$ 32,091
Water Treatment Expense	\$ 603,200	\$ 440,091	\$ 395,580	\$ 438,339	\$ 163,109
Water Transmission/Distribution Expense	\$ 802,400	\$ 486,553	\$ 474,226	\$ 407,411	\$ 315,847
Customer Accounts Expense	\$ 134,700	\$ 183,540	\$ 179,830	\$ 115,434	\$ (48,840)
Sales Expense	\$ 1,000	\$ -	\$ -	\$ 3,507	\$ 1,000
Administrative And General Expense	\$ 1,002,000	\$ 609,775	\$ 610,035	\$ 610,680	\$ 392,225
Depreciation Expense	\$ 941,021	\$ 613,419	\$ 669,651	\$ 639,495	\$ 327,602
Taxes Expense	\$ 913,886	\$ 645,200	\$ 630,000	\$ 650,000	\$ 268,686
Total Operating Expenses	\$ 4,925,407	\$ 3,283,197	\$ 3,204,425	\$ 3,085,331	\$ 1,642,210
<b>Operating Income</b>	<b>\$ 516,593</b>	<b>\$ 611,315</b>	<b>\$ 665,542</b>	<b>\$ 806,515</b>	<b>\$ (94,722)</b>
Merchandise and Jobbing	\$ 1,500	\$ 1,076	\$ 363	\$ 771	\$ 424
Interest and Dividend Income	\$ 32,700	\$ 53,360	\$ 38,852	\$ 38,003	\$ (20,660)
Miscellaneous Non-operating Income	\$ 670,000	\$ 7,175	\$ -	\$ -	\$ 662,825
Total Other Income Additions	\$ 704,200	\$ 61,611	\$ 39,215	\$ 38,774	\$ 642,589
Other Income Deductions	\$ 125,000	\$ 65,567	\$ 70,157	\$ 70,043	\$ 59,433
<b>Total Net Income</b>	<b>\$ 1,095,793</b>	<b>\$ 607,359</b>	<b>\$ 634,600</b>	<b>\$ 775,246</b>	<b>\$ 488,434</b>

Wisconsin Rapids Water Works and Lighting Commission  
Selected Water Utility Financial Charts  
Year to Date for Months Ending August 2022, 2021, 2020

Water Sales Revenue by Customer Category



Water Operating Expense by Category



Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of August 2022 & 2021

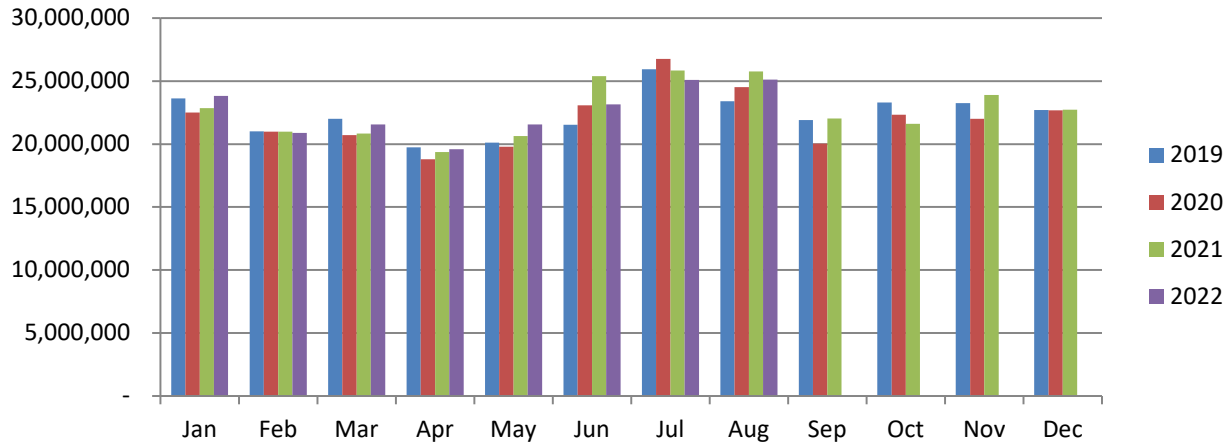
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>ASSETS</b>						
Utility Plant						
Utility Plant in Service	66,438,509	45,809,525	112,248,034	64,398,318	44,875,706	109,274,024
Utility Plant in Service - Common	7,894,496	2,689,445	10,583,942	7,844,878	2,669,469	10,514,348
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	2,222,244	1,498,965	3,721,209	2,373,058	676,797	3,049,854
Total Utility Plant	76,555,750	50,102,189	126,657,939	74,616,754	48,326,227	122,942,981
Less: Accumulated Depreciation						
Accumulated Depreciation	(29,059,472)	(18,952,004)	(48,011,476)	(27,518,207)	(18,121,395)	(45,639,602)
Accumulated Depreciation - Common	(5,920,132)	(1,869,822)	(7,789,954)	(5,657,449)	(1,792,521)	(7,449,970)
Total Accumulated Depreciation	(34,979,604)	(20,821,826)	(55,801,430)	(33,175,655)	(19,913,916)	(53,089,572)
<b>Net Utility Plant</b>	<b>41,576,146</b>	<b>29,280,363</b>	<b>70,856,509</b>	<b>41,441,099</b>	<b>28,412,311</b>	<b>69,853,409</b>
Current and Accrued Assets						
Cash	1,584,827	99,811	1,684,638	488,479	1,667,887	2,156,366
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	24,437	-	24,437	419,930	-	419,930
Temporary Cash Investments	563,256	390,568	953,823	426,868	350,812	777,679
Customer Accounts Receivable	3,591,955	716,816	4,308,771	3,217,534	726,055	3,943,589
Other Accounts Receivable	173,891	431,175	605,065	105,747	427,797	533,544
Receivable From Municipality	3,583	-	3,583	10,075	-	10,075
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	315,367	315,367	-	309,138	309,138
Due To (From) Municipality	11,157	51,897	63,054	-	90,054	90,054
Plant Materials & Supplies	1,843,152	640,322	2,483,475	1,377,809	347,414	1,725,223
Stores Expense	(45,432)	6,697	(38,735)	(70,944)	1,916	(69,028)
Prepayments	162,104	25,468	187,572	156,657	28,655	185,312
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	8,413,871	2,678,120	11,091,990	6,633,094	3,949,729	10,582,822
Other Investments						
Depreciation Fund	4,684,658	6,789,450	11,474,108	4,587,234	5,179,453	9,766,687
Other Investments	8,727,864	-	8,727,864	8,277,652	-	8,277,652
Other Special Funds	282,004	3,280	285,284	277,230	11,900	289,130
Total Other Investments	13,694,526	6,792,730	20,487,256	13,142,116	5,191,353	18,333,469
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	449,263	-	449,263	518,012	-	518,012
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(24,623)	1,761	(22,862)	(32,459)	(25,943)	(58,402)
Deferred Outflows Related To Pension	2,457,774	1,323,414	3,781,188	1,605,371	864,429	2,469,800
Misc Deferred Debits	259,999	139,549	399,548	208,227	101,998	310,225
Total Deferred Outflows of Resources	3,145,221	1,464,724	4,609,945	2,301,958	940,484	3,242,443
<b>Total Assets and Deferred Outflows</b>	<b>66,829,764</b>	<b>40,215,937</b>	<b>107,045,701</b>	<b>63,518,267</b>	<b>38,493,877</b>	<b>102,012,143</b>

Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of August 2022 & 2021

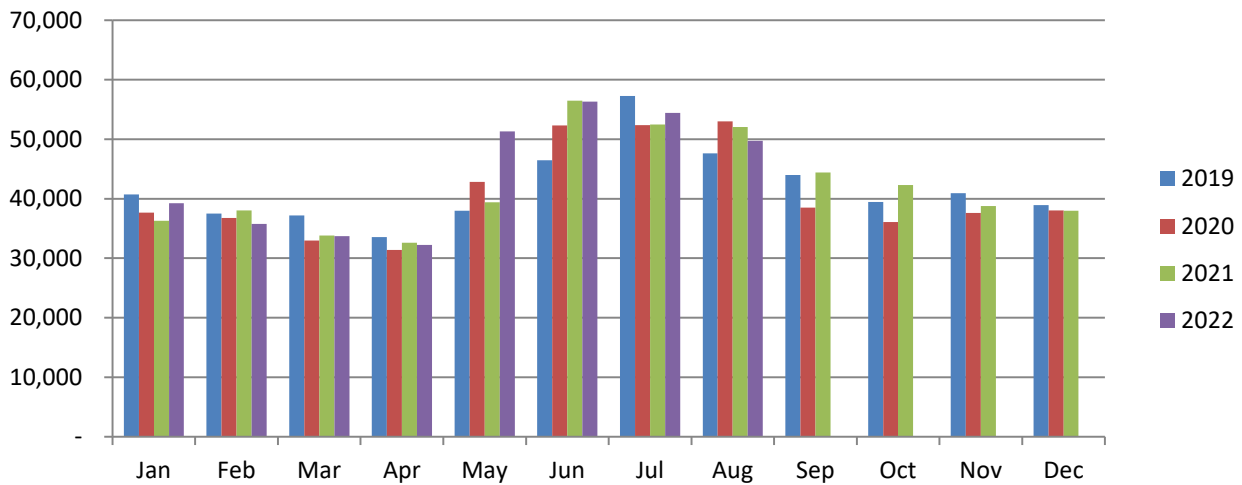
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>LIABILITIES</b>						
Current and Accrued Liabilities						
Accounts Payable	3,624,039	-	3,624,039	2,438,116	-	2,438,116
Payables To Municipality	-	-	-	-	-	-
Customer Deposits	429,966	-	429,966	430,723	-	430,723
Taxes Accrued	693,403	650,819	1,344,222	666,494	637,315	1,303,809
Interest Accrued	54,000	-	54,000	60,414	-	60,414
Tax Collections Payable	209,308	-	209,308	202,400	-	202,400
Misc Current And Accrued Liabilities	1,898,099	911,802	2,809,902	693,032	139,208	832,240
<b>Total Current and Accrued Liabilities</b>	<b>6,908,816</b>	<b>1,562,621</b>	<b>8,471,438</b>	<b>4,491,178</b>	<b>776,523</b>	<b>5,267,701</b>
Long Term Debt						
Long Term Debt - Bonds	3,995,000	-	3,995,000	4,515,000	-	4,515,000
<b>PROPRIETARY CAPITAL</b>						
Capital Paid In By Municipality	1,030,967	798,819	1,829,787	1,030,967	798,819	1,829,787
Retained Earnings	52,192,095	36,530,082	88,722,176	50,414,291	35,195,814	85,610,105
<b>Total Proprietary Capital</b>	<b>53,223,062</b>	<b>37,328,901</b>	<b>90,551,963</b>	<b>51,445,259</b>	<b>35,994,633</b>	<b>87,439,892</b>
Deferred Inflows of Resources						
Customer Advance For Construction	164,462	-	164,462	35,387	-	35,387
Wholesale Rate Refund & Public Benefits	319,874	-	319,874	297,035	-	297,035
Unamortized Premium On Debt	42,739	-	42,739	49,272	-	49,272
Other Deferred Credits	2,175,811	1,324,415	3,500,226	2,685,135	1,722,720	4,407,856
<b>Total Deferred Inflows of Resources</b>	<b>2,702,886</b>	<b>1,324,415</b>	<b>4,027,300</b>	<b>3,066,830</b>	<b>1,722,720</b>	<b>4,789,550</b>
<b>Total Liabilities, Equity and Def Inflows</b>	<b>66,829,764</b>	<b>40,215,937</b>	<b>107,045,701</b>	<b>63,518,267</b>	<b>38,493,877</b>	<b>102,012,143</b>

Wisconsin Rapids Water Works and Lighting Commission  
Monthly Electric Purchases  
2019-2022

**Electric Purchases by Month (kWh)**



**Electric Purchases - Demand by Month (kW)**



*Water Works and Lighting Commission*

221 16th St. So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**INFORMATION SYSTEMS ADMINISTRATOR'S REPORT**  
**September 2022**

**Cyber Security**

In September I started reviewing cybersecurity “best practices” that meet the requirements from NIST (National Institute of Standards and Technology) and CISA (Cybersecurity and Infrastructure Security Agency). I have found a few new standards that we can take advantage of with minimal effort and cost. As an example, there is new password guidance from NIST. They found that frequent password changes may actually be worse than extending (or eliminating) the number of days between password changes on condition that the user sets up a more complex password. Which means the user would need to remember a more complex password but they would only have to change it maybe once per year instead of the current requirement which is every 90 days.

**Cameras for the Water Towers**

The last two cameras have finally arrived. We are still waiting on the network switches that will run them. They are still slotted to arrive in December.

**Projects**

1. Cyber Security
2. SCADA Server Replacement
3. Network Hardware Replacement
4. Cameras for Water Towers

Sincerely,

Matt Stormoen  
Information Systems Administrator



*Water Works and Lighting Commission*

221 16<sup>th</sup> Street So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**Conservation Manager Report  
September 2022**

Account Contacts: This month I had communications with these accounts:

- McMillan Library
- Ocean Spray Cranberry
- Sparhawk Trucking
- WOW Logistics
- RCH Enterprises
- Collar LLC Club

McMillan Library – This month I scheduled an on-site visit with the library for several reasons. A new Director has taken over operations, and it was necessary to introduce myself and to offer any assistance with energy efficiency upgrades, billing questions, or any questions the Director may have to lower utility costs. Accompanied by an Energy Advisor from the FoE Program, a thorough energy evaluation was administered. Recommendations were as follows:

- Interior LED Lighting Upgrades – Highly consider replacing the remainder of the library lighting over to LED. Primarily upgrading the upstairs office areas that are currently not LED. The office areas/hallways should also have occupancy sensors added where it makes sense to turn off lighting automatically. Furthermore, the children's section needs several LED upgrades. What was stressed and highly recommended to the new Library Director, was to take advantage of the Focus Lighting Program incentive money available when replacing the remaining fixtures. The previous Director unfortunately did not take advantage of LED lighting incentive money that was recommended by myself and the Focus on Energy Advisor back in 2015.
- Exterior Lighting Upgrades – a dozen canopy LED lights are on during the day 24/7. Most likely the issue is a defective photocell or time clock issue. The second floor has 45 lighting fixtures that appear to be non LED and

should also be on a time clocks of dusk to dawn photo sensor.

- HVAC – Contact Tweet Garot Mechanical to determine plans for future upgrades that may have been discussed with the past Director. Discuss dated equipment replacement, possible controls upgrades, potential VFD implementation, and possible demand control ventilation options.
- Parking lot lighting – The Director had asked to determine if we could supply more lighting to their employee and customer parking lots. The employee parking lot would need to have an electrical contractor install decorative LED lighting fixtures. The employee parking lot can have another fixture installed by WW&LC on the east side of the lot to provide more lighting if necessary.

Ocean Spray Cranberry – Communication and arrangements were made to find the best date for our crews to transfer load and do switchgear work in the West Substation.

Sparhawk Trucking – The facility was sent a rate increase letter informing them of their higher usage that will place them in a new rate class. A load analysis along with a phone call was administered to offer the most cost effective option. Analysis determined their operation would benefit from a TOD rate, however their 12 month load profile data is not reflective nor accurate to their future load profile. We will be reevaluating their load profile in June to determine if TOD will benefit them.

WOW Logistics – The organization's Account Analysis requested monthly energy usage for 9 electric accounts for the past 6 years. All information was sent over for review.

Respectfully,

*Shawn Reimer*

Key Accounts/Conservation Manager





*Water Works and Lighting Commission*

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**ELECTRICAL ENGINEER'S REPORT  
September 2022**

**Cutting Down Line Losses**

This month, I was tasked with finding out where we could cut down on our line losses in our system. One way to keep line losses at a minimum is to size transformers correctly for the maximum load it will be handling. If a transformer is too large for its application, it will induce more line losses into the system. I worked on a spreadsheet which lists all our transformers that are 500 KVA and above. I then cross referenced the transformers with the customers who they were serving and found out what their highest demand has been in the last year. Since some of the load info wasn't in the database, Shawn Reimer and I went out to the customers who had multiple meters and determined the customers' highest demands according to what their meters read. This has allowed us to easily view which transformers are correctly sized, and which ones are too large. This not only gives us the info needed to possibly downsize some transformers to decrease line losses, but it also gives us the information needed to safely swap around transformers as we need them with lead times being so high on new ones.

*Tyler Sneen*

Electrical Engineer

*Water Works and Lighting Commission**221 16th St. So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831***DIRECTOR OF ENGINEERING AND ELECTRIC OPERATIONS REPORT  
September 2022****Capital Budget**

A good portion of the month was spent finalizing work on the capital budget. Quoted materials are no longer provided with a firm price, but rather a stipulation that final costs will be based on market conditions at time of delivery.

**Annual Battery Maintenance**

Our annual battery bank maintenance was performed on October 20<sup>th</sup> by our meter technicians while working with Northern Battery. All eight of the substation battery banks passed inspection. Some of the battery terminals needed to be cleaned and others needed additional water added, but no major problems were recorded.

**Distribution System Losses**

When I started here 14 years ago, the electrical system losses were much higher than normal for a utility our size. During that time period, improvements were made to reduce these losses, including converting the entire system to our higher 13.2kV voltage, changing the transformer specification so suppliers could only quote units that met the higher efficiency recommendations of the Department of Energy, and changing out most of the older substation regulators which were undersized. With these improvements now complete, the next steps in reducing our losses will be to analysis all of our existing larger distribution transformers and changing out the units, which are lightly loaded. Two other areas that we will also look into improving is balancing the three-phase circuit load and changing out the existing older #4 AWG copper conductor with larger aluminum conductor.

*Todd Weiler, P.E.*

Director of Engineering & Electric Operations



*Water Works and Lighting Commission*

221 16<sup>th</sup> Street So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**GENERAL MANAGER'S REPORT**  
**September 2022**

**2023 Budget:** Considerable time was spent in meetings and reviewing the proposed 2023 capital and O&M budgets. Our Commission approved the budget on September 28<sup>th</sup>. In late October or early November, Jeff and I will attend a City Finance Committee meeting to present our budget for approval by the City Council.

**Municipal Electric Utilities of Wisconsin Legislative and Regulatory Committee Meeting:** An MEUW L&R committee meeting was held via conference call on September 19<sup>th</sup>. The committee discussed testimony and potential witnesses in the on-going PSC proceeding on 3<sup>rd</sup> party solar ownership.

**City of Wisconsin Rapids:** Two meetings were held with City in September. On the 6<sup>th</sup>, we discussed the feasibility of a City developed subdivision on WW&LC wellhead protection land. The project is in its infancy. But we expressed an interest in working with the City as it progresses. On the 20<sup>th</sup>, we met to discuss the libraries large solar array.

**Great Lakes Utilities:** The GLU Board met via conference call on September 16<sup>th</sup>. The purpose of the meeting was to discuss a capacity and energy bi-lateral contract with Dairyland Power. The contract was discussed and approved. The contract is a 55mW deal consisting of capacity and a mix of around the clock and peaking energy. The contract has attractive pricing and will act as a good hedge as energy prices continue to skyrocket.

Jem Brown  
General Manager