



*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, November 9, 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 October 12, 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, October 12, 2022

### **There were present:**

Commissioner Jay Bemke  
Commissioner John Bergin  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Dale Scheunemann, Josh Elliott, Adam Breunig, Shawn Reimer, Matt Stormoen, Tyler Sneen, Lynn Schroer and Jeff Kuhn by conference call.

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

Acting Chairman Rick Merdan called the meeting to order at 2:00 PM.

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

#### **2.1 Regular Commission Meeting held September 14, 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 September 14, 2022, and to place them on file. There were no nay votes recorded.

#### **2.2 Special Commission Meeting held September 28, 2022**

There was a motion made by Jay Bemke, seconded by John Bergin, and carried to approve the minutes of the Special Commission Meeting held on September 28, 2022, and to place them on file. There were no nay votes recorded.

### **3. Action items**

**3.1** There were no action items.

### **4.0 Department updates**

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

The commissioners reviewed the September safety coordinator's monthly report.

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

This report was reviewed and September electric projects were discussed. This is the time of year that most of our outages are due to squirrels. Josh answered questions regarding the replacement of older three phase poles and the work being done on the Wood County Jail project.

## **4.3 Water Department Operations Report**

This report was reviewed and September water projects were discussed. Dale Scheunemann updated the commission on the progress of the raw water main lining project.

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

This report was reviewed and current electric disconnections were discussed. Lynn Schroer stated that the winter moratorium goes into effect on November 1, 2022.

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

This report was reviewed and the financial statements were discussed. Jeff Kuhn explained that our current landscape and snow removal contractor recently gave notice that they would no longer be able to serve us due to staffing shortages. We have gone out with an RFP and will be addressing this soon.

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

This report was reviewed and ongoing cyber security and the implementation of more complex password requirements was discussed. Complex passwords of 12 – 16 characters are pretty much the standard now.

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

This report was reviewed and discussed. Shawn Reimer met with the new director of McMillan Library. Shawn was accompanied by an Energy Advisor from Focus on Energy and they did a thorough energy evaluation. Based on this evaluation they were able to make several recommendations to help lower their energy costs.

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

This report was reviewed. Tyler Sneen is currently working on locating where we can decrease the line losses in our system.

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

This report was reviewed and discussed. Todd Weiler answered several questions regarding the annual battery bank maintenance that was recently performed and stated that all eight of the substation battery banks passed inspection.

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

This report was reviewed and discussed. Jem answered questions regarding the capacity and energy bi-lateral contract with Dairyland Power and Great Lakes Utilities.

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

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

#### **6. Adjourn**

There was a motion made by John Bergin, seconded by Jay Bemke, and carried to adjourn at 2:30 PM. No nay votes were recorded.

Respectfully submitted,

John Bergin, Acting Secretary

**SAFETY COMMITTEE MEETING MINUTES FOR NOVEMBER 2, 2022**

Discussion with: Dale Scheunemann, Adam Breunig, Josh Elliott, Bob Nash, Jason Warren, Tyler Sneen, Randy Rosicky and Sean Wall

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There were no new safety concerns brought forward at this time.

**SAFETY TRAINING/DISCUSSION**

The members reviewed and discussed the Hazard Communications Program and found no changes required at this time.

The crews also had training last week on the mobile MSDS system that allows for easy access to chemical safety information that is now available on the employee's phone.

**UPCOMING TRAININGS**

Sean Wall reminded everyone of the upcoming training being held the week of November 9<sup>th</sup> on the Emergency Action Plan and fire extinguisher training.

Safety Committee meeting ended at 7:25 AM.



### *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 October 2022**

### **Work Performed**

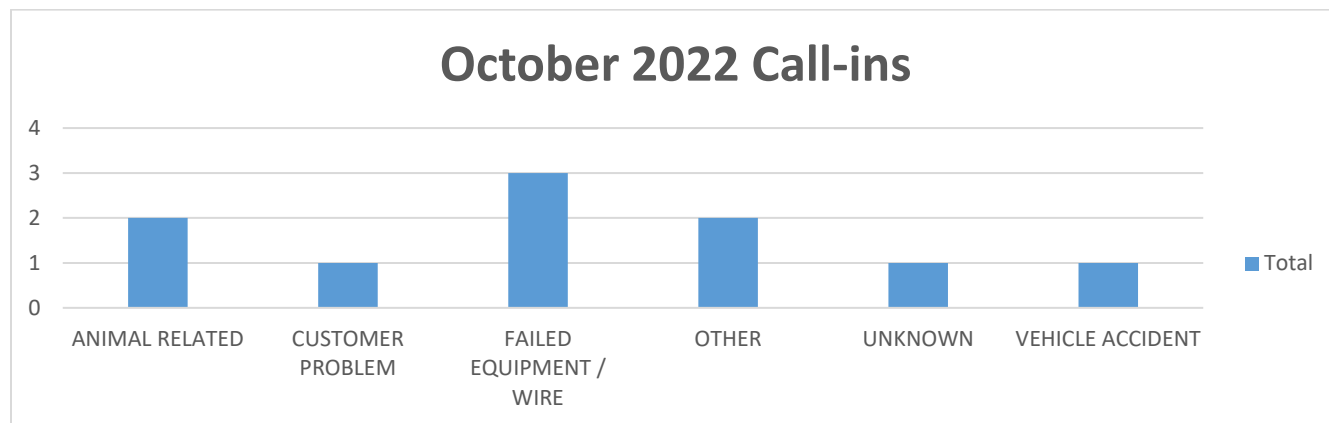
During October, the Electric Department processed 16 work orders, 8 electric service orders, and 60 trouble slips.

### **Other Projects**

- Completed 46kv pole replacements (8 poles)
- Continued pole replacements
- Completed bus repairs at West WR substation
- Completed cutover for jail expansion project
- Completed multiple customer driven jobs
- Installed new pole bunk in pole yard

### **After Hours Calls**

In October there were 10 after hour call-ins.



The call-ins for "Failed Equipment" were for a bad transformer, a bad combination, and a failed fault detector. The calls for "Other" were for communication lines down or low.

Respectfully submitted,

Josh Elliott  
Electric Line Superintendent



*Water Works and Lighting Commission*

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**WATER DEPARTMENT OPERATIONS REPORT  
October 2022**

**WATER PROJECT**

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

- ❖ Crews repaired water main breaks at 2910 Shady Lane, and 430 McKinley Avenue.
- ❖ Crews have filled all access pits and prepped for paving.
- ❖ Crews worked with the city finishing the reconstruction project on Fremont Street.
- ❖ Contractors have finished cleaning both wells 2 and 3 and with good results.

**TROUBLE CALLS**

The water meter crew responded to 26 trouble calls.

**RAW WATER PROJECT**

The project has been completed; we have placed the raw water line back in service. The project was completed in 35 days which is 10 less than the contractor originally planned. I am proud of how the crews stayed ahead preparing the points of access for the liner pulls. Also, their hard work making the connections with replacing valves, and installing hydrants for flushing all went very smooth. The filter plant is back to a normal shift time as well now that we are pumping normally again.

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

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

2022 – 15'6"	2020 – 15'3"	2018 – 14'1"
2021 – 14'6"	2019 – 14'1"	

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  
October 2022****COLLECTIONS**

Below is the comparison of active and inactive accounts receivable.

<b>ALL PROVIDERS – Active Accounts</b>			
	<b><u>October 2020</u></b>	<b><u>October 2021</u></b>	<b><u>October 2022</u></b>
<b>30 day</b>	269,654	170,227	197,782
<b>60 day</b>	157,035	30,847	28,179
<b>90 day</b>	310,723	13,285	5,540
<b>Current</b>	1,925,358	2,153,684	2,200,616
<b>Total Active</b>	2,662,770	2,368,043	2,432,117
<b>Total Inactive</b>	119,539	95,962	94,887
<b>Total AR</b>	2,782,309	2,464,005	2,527,004

Our last day of electric disconnects was October 27<sup>th</sup>, with the winter moratorium for residential electric disconnections beginning November 1. There were 951 disconnection calls placed in October and 233 properties were disconnected. The disconnection calls generally prompt payment, and this reflects in our 30 day past due which is down by approximately \$40,000 from last month. Due to the weather restrictions in October, we focused on accounts that were 60 and 90 days past due, accounts with a very high balance and lower balance accounts with no recent payment. Below is a four-year comparison for disconnection totals.

<b>Year</b>	<b>Disconnection Calls</b>	<b>Electric Disconnections</b>	<b>Percentage Paid Prior to Disconnect</b>
2022	4911	1479	70%
2021	3810	1307	70%
2019	3750	1108	70%
2018	5761	1217	79%

Our goal back in April was to address all past due accounts and broken payment arrangements each month. We wanted customers who are continually past due to seek assistance or a payment arrangement before disconnection occurs. Our strategy was to have them focus more attention on their monthly billing. This was a more aggressive approach, but our 60 day and 90 day numbers have successfully decreased from previous years. We will have a follow-up meeting in November to go over our processes regarding disconnection to review what worked well and where improvement can be made.

I would again like to thank not only our office staff, but our meter technicians and filter plant operators. Our utility continues to work well together to handle this responsibility while providing great customer service to homeowners, tenants, and landlords.



## **COLLECTIONS CONTINUED**

### **Commercial Disconnections**

October was busy with 56 accounts past due and subject to disconnection. All customers were called prior to disconnection. A disconnection notice was placed at two locations resulting in two disconnections and one reconnection. One property remains disconnected.

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

We received \$2,482 from SDC in October, for a 2022 TRIP and SDC total of \$75,361.

### **Tax Roll 2022**

We began the tax roll process in October mailing property owners and customers a letter informing them of unpaid final utility bills. There were 165 accounts totaling \$77,792.44. Ninety accounts paid prior to November 1<sup>st</sup> and unpaid accounts were assessed a 10 percent penalty. Payment can still be made at the utility until November 15<sup>th</sup> before any unpaid balance will be transferred to the property tax bill. I will include a final update in November.

## **OCTOBER OFFICE INFORMATION**

- ✚ The office staff processed 230 electric and 123 water move orders. Thirty-one of these orders were received electronically.
- ✚ Eighty-six welcome letters were sent to new customers.
- ✚ Fifty-two properties were verified for cross connection and 13 wells permits were issued.
- ✚ Office staff answered 2,848 customer calls in October and assisted 1,209 customers at the front counter.

## **OFFICE PAYMENTS**

We received a total of 15,905 payments in October. The chart below shows the breakdown by payment option.

iVue (received in the mail) – 4,985 - 31%	Online Banking - 836 - 5%
EFT (Electronic Fund Transfer) – 3,977 - 25%	Pay Now (echeck or credit card) – 1,228 - 8%
Cash Register (in office) – 1,391 – 9%	SmartHub Mobile (phone app) – 1,392 - 9%
SmartHub Web (echeck) – 1,300 - 8%	IVR (toll free phone) – 796 - 5%

## **SOCIAL MEDIA / WEBSITE**



We posted ten messages on Facebook with 3,742 customer engagements and 13 new followers. Eight messages were posted on Twitter generating 303 impressions. Our website had 2,400 page views in October.

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****October 2022****Financial Reports**

Included in this month's packet are the September 2022 interim financial statements. Both the electric and water utilities continue to have a positive operating income for the year. The electric utility has an operating income of \$490,683, and the water utility has a \$559,195 operating income through September. While they are lower than in 2021, it is good to have both utilities in a positive position with the cost increases we have been dealing with this year.

October had a strong cash flow with a positive cash flow of \$248,085, driven by \$4,185,055 of utility receipts, the highest month for 2022.

**2023 Budget**

On October 20, 2022, Jem and I presented the 2023 budget to the City Council. There was some discussion and several questions before the council passed the utility's budget.

With this complete, I will start preparing for the 2022 year-end and audit process, especially with some new accounting changes taking place this year. The most notable is GASB 87, which changes how leases are accounted for at the utility.

**2022 Landscape and Snow Removal RFP**

After the lack of bids for landscape and snow removal, including no bids for snow removal, we contacted several companies to discuss why they did not bid and to answer any questions they may have. From these discussions, we had two other companies express interest and selected one company to perform both the landscape and snow removal. They will start on December 1, so there will be no gap in service from our previous provider.

Respectfully submitted,

Jeff Kuhn  
Director of Finance

Wisconsin Rapids Water Works and Lighting Commission  
Cash Flow Summary  
for Month Ending October 31, 2022

	<u>Current Month</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
Cash Receipts:			
Utility Receipts, Net of Returns	\$ 4,185,055	\$ 35,041,079	\$ 33,125,594
Interest and Dividends	\$ 92	\$ 2,719	\$ 2,961
Transfer from Investments		\$ 3,148,957	\$ 2,589,242
ATC Dividend Payment	<u>\$ 50,530</u>	<u>\$ 461,379</u>	<u>\$ 527,885</u>
Total Cash Receipts	<b>\$ 4,235,676</b>	<b>\$ 38,654,134</b>	<b>\$ 36,245,682</b>
Disbursements			
AP Payments	\$ (1,392,405)	\$ (14,937,936)	\$ (12,710,064)
GLU Power Bill	\$ (1,871,692)	\$ (16,349,400)	\$ (14,913,931)
Transfer to Investments	\$ (260,000)	\$ (2,635,000)	\$ (3,965,000)
ATC - Voluntary Capital Call	\$ (38,215)	\$ (285,524)	\$ -
Sales Tax Payment	\$ (111,957)	\$ (584,905)	\$ (565,467)
Payroll	\$ (309,056)	\$ (3,439,080)	\$ (3,276,670)
Service Fees	<u>\$ (4,265)</u>	<u>\$ (45,121)</u>	<u>\$ (44,308)</u>
Total Disbursements	<b><u>\$ (3,987,591)</u></b>	<b><u>\$ (38,276,966)</u></b>	<b><u>\$ (35,475,440)</u></b>
Net Cash Flow	<b><u>\$ 248,085</u></b>	<b><u>\$ 377,168</u></b>	<b><u>\$ 770,242</u></b>

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

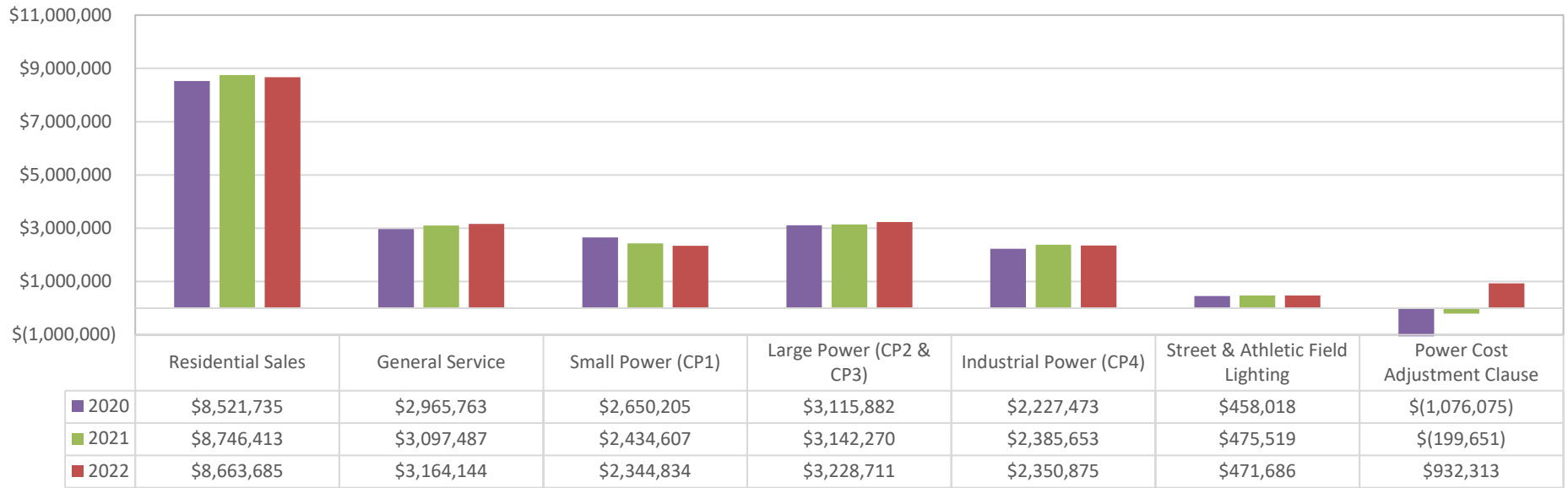
	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 21,156,248	\$ 3,086,548	\$ 24,242,796	\$ 20,082,298	\$ 3,088,448	\$ 23,170,746	5.3%	(0.1%)	4.6%
Other Operating Revenues	\$ 375,230	\$ 1,363,894	\$ 1,739,124	\$ 349,585	\$ 1,325,642	\$ 1,675,227	7.3%	2.9%	3.8%
Total Operating Revenues	\$ 21,531,478	\$ 4,450,442	\$ 25,981,920	\$ 20,431,883	\$ 4,414,090	\$ 24,845,974	5.4%	0.8%	4.6%
Operating Expenses	18,095,418	2,471,551	20,566,969	15,882,154	2,104,133	17,986,287	13.9%	17.5%	14.3%
Depreciation Expense	1,734,951	690,097	2,425,048	1,695,400	753,357	2,448,757	2.3%	(8.4%)	(1.0%)
Taxes Expense	1,210,425	729,600	1,940,025	1,154,250	708,750	1,863,000	4.9%	2.9%	4.1%
Total Operating Expenses	21,040,794	3,891,248	24,932,042	18,731,804	3,566,240	22,298,044	12.3%	9.1%	11.8%
<b>Operating Income (Loss)</b>	<b>\$ 490,683</b>	<b>\$ 559,195</b>	<b>\$ 1,049,878</b>	<b>\$ 1,700,080</b>	<b>\$ 847,850</b>	<b>\$ 2,547,930</b>	<b>(71.1%)</b>	<b>(34.0%)</b>	<b>(58.8%)</b>
Non-Operating Income	667,933	71,040	738,973	529,573	44,476	574,048	26.1%	59.7%	28.7%
Interest Charges	120,209		120,209	127,332		127,332	(5.6%)		(5.6%)
Other Non-operating Exp	282,559	73,763	356,323	264,235	78,927	343,162	6.9%	(6.5%)	3.8%
<b>Net Income (Loss)</b>	<b>\$ 755,848</b>	<b>\$ 556,471</b>	<b>\$ 1,312,319</b>	<b>\$ 1,838,086</b>	<b>\$ 813,399</b>	<b>\$ 2,651,484</b>	<b>(58.9%)</b>	<b>(31.6%)</b>	<b>(50.5%)</b>

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

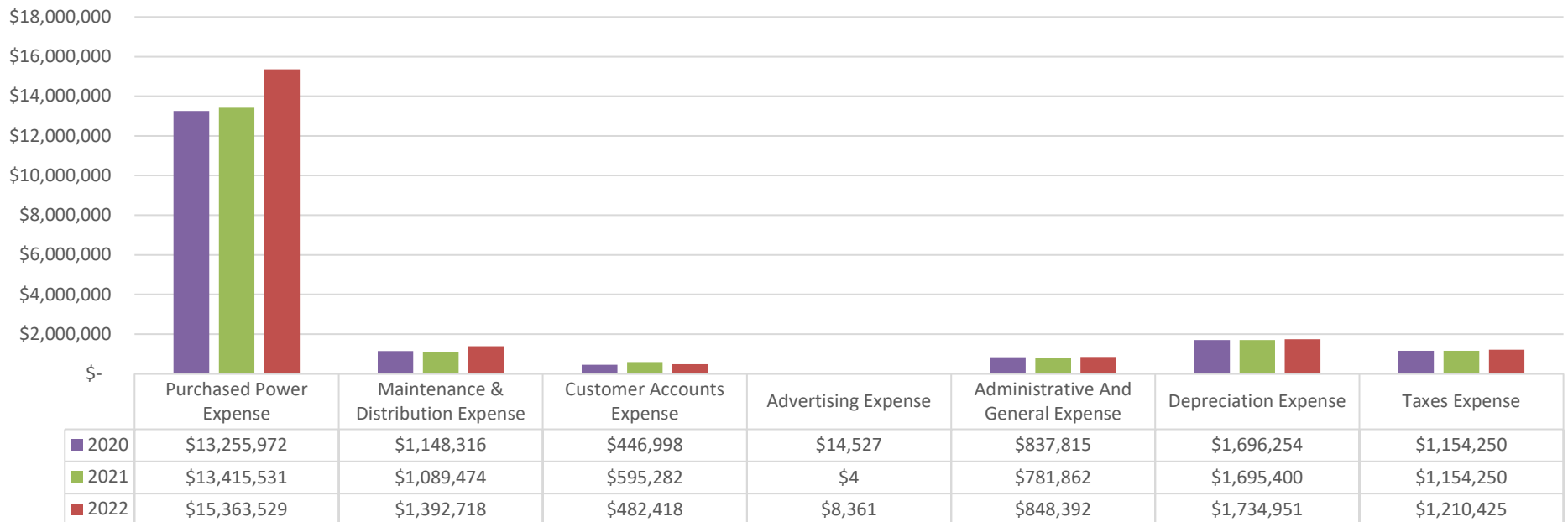
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
<b>Sales of Electricity</b>					
Residential Sales	\$ 11,298,000	\$ 8,663,685	\$ 8,746,413	\$ 8,521,735	\$ 2,634,315
General Service	\$ 4,145,000	\$ 3,164,144	\$ 3,097,487	\$ 2,965,763	\$ 980,856
Small Power (CP1)	\$ 3,220,000	\$ 2,344,834	\$ 2,434,607	\$ 2,650,205	\$ 875,166
Large Power (CP2 & CP3)	\$ 4,270,000	\$ 3,228,711	\$ 3,142,270	\$ 3,115,882	\$ 1,041,289
Industrial Power (CP4)	\$ 3,690,000	\$ 2,350,875	\$ 2,385,653	\$ 2,227,473	\$ 1,339,125
Street & Athletic Field Lighting	\$ 642,500	\$ 471,686	\$ 475,519	\$ 458,018	\$ 170,814
Power Cost Adjustment Clause	\$ (275,000)	\$ 932,313	\$ (199,651)	\$ (1,076,075)	\$ (1,207,313)
Total Sales of Electricity	\$ 26,990,500	\$ 21,156,248	\$ 20,082,298	\$ 18,863,001	\$ 5,834,252
<b>Other Operating Revenues</b>					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 36,895	\$ 28,640	\$ 210	\$ (6,895)
Rent From Electric Property	\$ 274,000	\$ 276,704	\$ 265,006	\$ 257,620	\$ (2,704)
Forfeited Discounts	\$ 92,000	\$ 59,254	\$ 53,605	\$ 27,038	\$ 32,746
Other Electric Revenues	\$ 3,500	\$ 2,377	\$ 2,334	\$ 2,050	\$ 1,123
Total Operating Revenues	\$ 27,390,000	\$ 21,531,478	\$ 20,431,883	\$ 19,149,919	\$ 5,858,522
<b>Operating Expenses</b>					
Purchased Power Expense	\$ 18,468,200	\$ 15,363,529	\$ 13,415,531	\$ 13,255,972	\$ 3,104,671
Maintenance & Distribution Expense	\$ 1,659,000	\$ 1,392,718	\$ 1,089,474	\$ 1,148,316	\$ 266,282
Customer Accounts Expense	\$ 776,200	\$ 482,418	\$ 595,282	\$ 446,998	\$ 293,782
Advertising Expense	\$ 24,000	\$ 8,361	\$ 4	\$ 14,527	\$ 15,639
Administrative And General Expense	\$ 1,326,600	\$ 848,392	\$ 781,862	\$ 837,815	\$ 478,208
Depreciation Expense	\$ 2,340,000	\$ 1,734,951	\$ 1,695,400	\$ 1,696,254	\$ 605,049
Taxes Expense	\$ 1,463,364	\$ 1,210,425	\$ 1,154,250	\$ 1,154,250	\$ 252,939
Total Operating Expenses	\$ 26,057,364	\$ 21,040,794	\$ 18,731,804	\$ 18,554,133	\$ 5,016,570
<b>Operating Income</b>	<b>\$ 1,332,636</b>	<b>\$ 490,683</b>	<b>\$ 1,700,080</b>	<b>\$ 595,786</b>	<b>\$ 841,953</b>
Merchandise and Jobbing	\$ 40,000	\$ 59,389	\$ 11,581	\$ 26,997	\$ (19,389)
Interest and Dividend Income	\$ 703,900	\$ 445,831	\$ 430,799	\$ 497,514	\$ 258,069
Miscellaneous Non-Operating Income	\$ 160,000	\$ 162,713	\$ 87,193	\$ 1,770,608	\$ (2,713)
Total Other Income Additions	\$ 903,900	\$ 667,933	\$ 529,573	\$ 2,295,118	\$ 235,967
Interest Charges	\$ 163,117	\$ 120,209	\$ 127,332	\$ 139,768	\$ 42,908
Other Income Deductions	\$ 382,000	\$ 282,559	\$ 264,235	\$ 264,348	\$ 99,441
<b>Total Net Income</b>	<b>\$ 1,691,419</b>	<b>\$ 755,848</b>	<b>\$ 1,838,086</b>	<b>\$ 2,486,788</b>	<b>\$ 935,571</b>

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

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

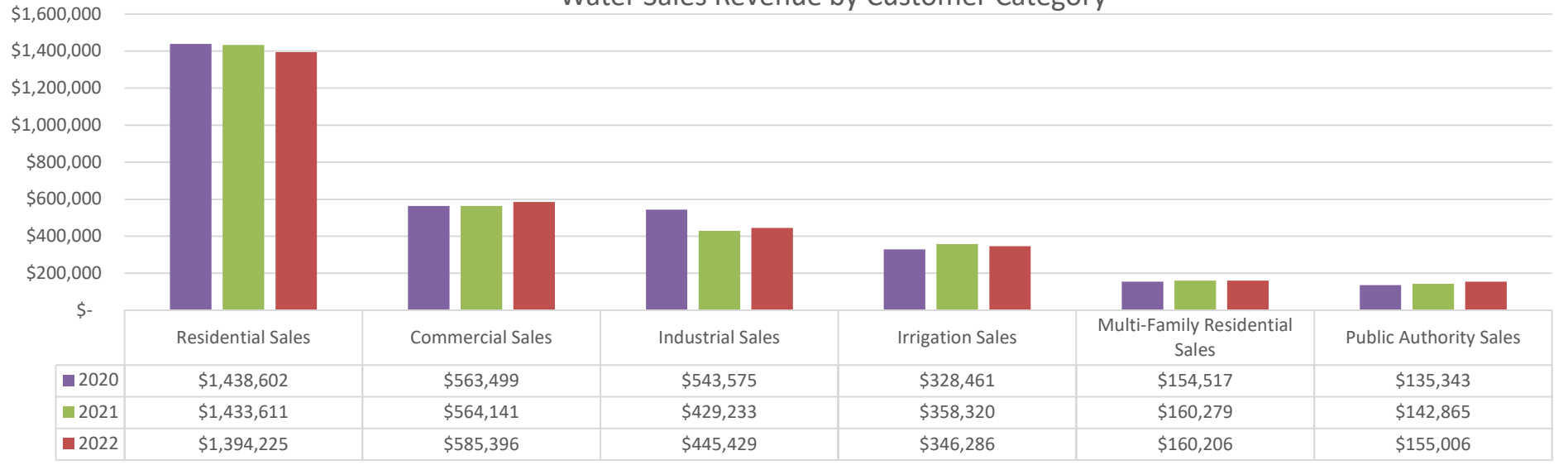


Wisconsin Rapids Water Works and Lighting Commission  
Water Income Statement  
Year to Date for Months Ending September 2022, 2021, 2020

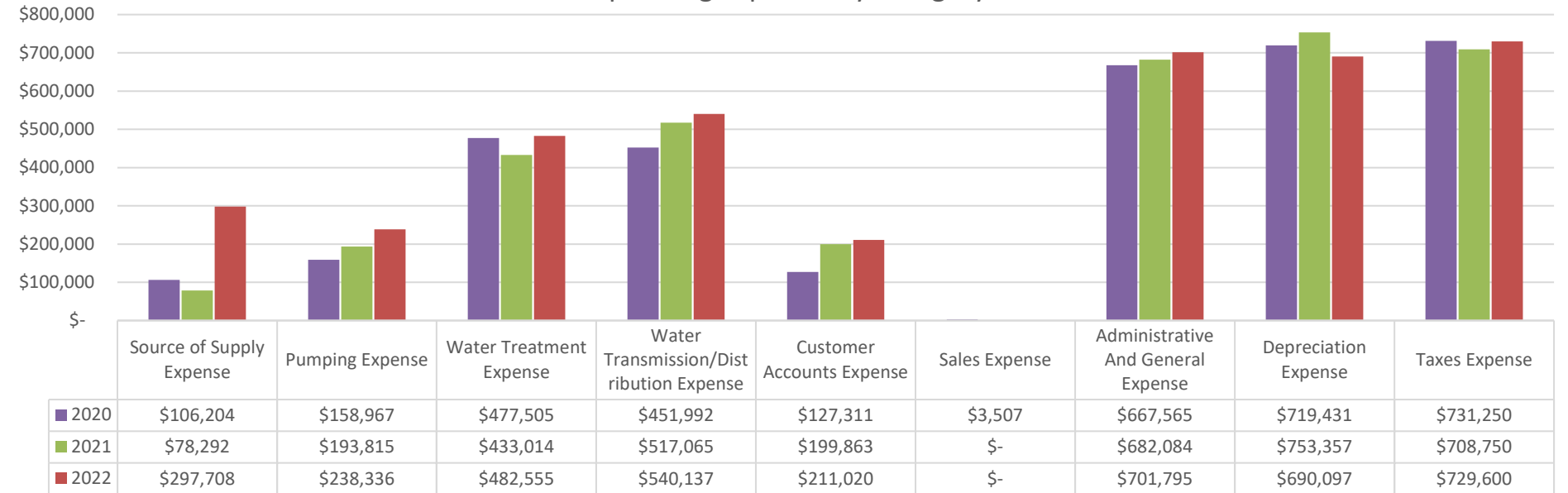
	Current Budget	2022 YTD	2021 YTD	2020 YTD	Remaining Budget
<b>Metered Sales of Water</b>					
Residential Sales	\$ 1,938,000	\$ 1,394,225	\$ 1,433,611	\$ 1,438,602	\$ 543,775
Commercial Sales	\$ 763,000	\$ 585,396	\$ 564,141	\$ 563,499	\$ 177,604
Industrial Sales	\$ 415,000	\$ 445,429	\$ 429,233	\$ 543,575	\$ (30,429)
Irrigation Sales	\$ 367,000	\$ 346,286	\$ 358,320	\$ 328,461	\$ 20,714
Multi-Family Residential Sales	\$ 216,000	\$ 160,206	\$ 160,279	\$ 154,517	\$ 55,794
Public Authority Sales	\$ 188,000	\$ 155,006	\$ 142,865	\$ 135,343	\$ 32,994
Total Sales of Water	\$ 3,887,000	\$ 3,086,548	\$ 3,088,448	\$ 3,163,997	\$ 800,452
<b>Other Operating Revenues</b>					
Private Fire Protection	\$ 58,000	\$ 42,927	\$ 42,934	\$ 43,131	\$ 15,073
Public Fire Protection	\$ 1,305,000	\$ 962,409	\$ 947,083	\$ 944,736	\$ 342,591
Forfeited Discounts	\$ 25,000	\$ 26,761	\$ 24,422	\$ 13,039	\$ (1,761)
Miscellaneous Service Revenues	\$ 2,000	\$ 1,610	\$ 280	\$ 1,575	\$ 390
Rent From Water Property	\$ 87,000	\$ 64,111	\$ 64,744	\$ 61,179	\$ 22,889
Other Water Revenues	\$ 78,000	\$ 266,077	\$ 246,178	\$ 235,556	\$ (188,077)
Total Operating Revenues	\$ 5,442,000	\$ 4,450,442	\$ 4,414,090	\$ 4,463,213	\$ 991,558
<b>Operating Expenses</b>					
Source of Supply Expense	\$ 279,100	\$ 297,708	\$ 78,292	\$ 106,204	\$ (18,608)
Pumping Expense	\$ 248,100	\$ 238,336	\$ 193,815	\$ 158,967	\$ 9,764
Water Treatment Expense	\$ 603,200	\$ 482,555	\$ 433,014	\$ 477,505	\$ 120,645
Water Transmission/Distribution Expense	\$ 802,400	\$ 540,137	\$ 517,065	\$ 451,992	\$ 262,263
Customer Accounts Expense	\$ 134,700	\$ 211,020	\$ 199,863	\$ 127,311	\$ (76,320)
Sales Expense	\$ 1,000	\$ -	\$ -	\$ 3,507	\$ 1,000
Administrative And General Expense	\$ 1,002,000	\$ 701,795	\$ 682,084	\$ 667,565	\$ 300,205
Depreciation Expense	\$ 941,021	\$ 690,097	\$ 753,357	\$ 719,431	\$ 250,924
Taxes Expense	\$ 913,886	\$ 729,600	\$ 708,750	\$ 731,250	\$ 184,286
Total Operating Expenses	\$ 4,925,407	\$ 3,891,248	\$ 3,566,240	\$ 3,443,732	\$ 1,034,159
<b>Operating Income</b>	<b>\$ 516,593</b>	<b>\$ 559,195</b>	<b>\$ 847,850</b>	<b>\$ 1,019,481</b>	<b>\$ (42,602)</b>
Merchandise and Jobbing	\$ 1,500	\$ 1,076	\$ 363	\$ (733)	\$ 424
Interest and Dividend Income	\$ 32,700	\$ 62,789	\$ 44,113	\$ 43,445	\$ (30,089)
Miscellaneous Non-operating Income	\$ 670,000	\$ 7,175	\$ -	\$ -	\$ 662,825
Total Other Income Additions	\$ 704,200	\$ 71,040	\$ 44,476	\$ 42,711	\$ 633,160
Other Income Deductions	\$ 125,000	\$ 73,763	\$ 78,927	\$ 78,799	\$ 51,237
<b>Total Net Income</b>	<b>\$ 1,095,793</b>	<b>\$ 556,471</b>	<b>\$ 813,399</b>	<b>\$ 983,394</b>	<b>\$ 539,322</b>

Wisconsin Rapids Water Works and Lighting Commission  
Selected Water Utility Financial Charts  
Year to Date for Months Ending September 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 September 2022 & 2021

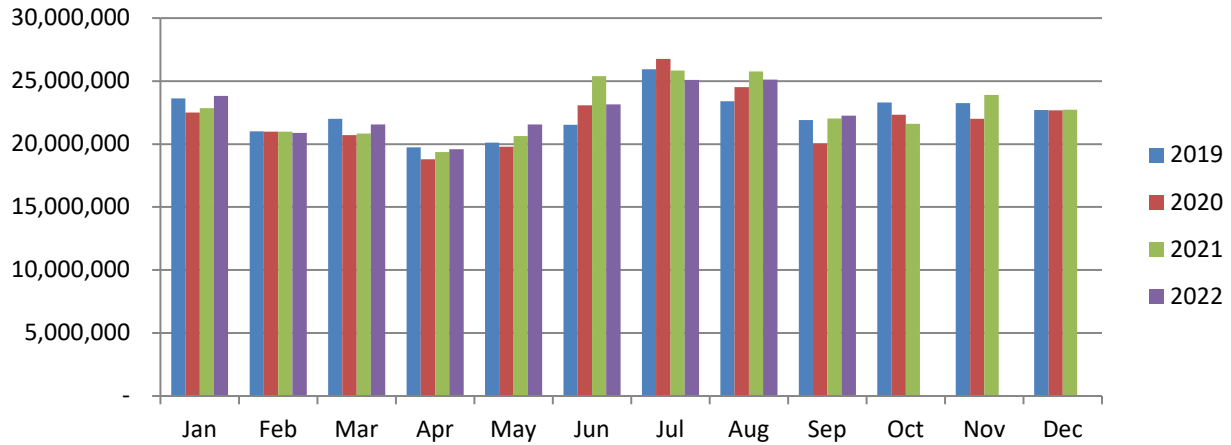
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>ASSETS</b>						
Utility Plant						
Utility Plant in Service	66,438,509	45,809,525	112,248,034	64,398,318	44,875,706	109,274,024
Utility Plant in Service - Common	7,894,496	2,689,445	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	2,484,894	1,714,694	4,199,588	2,600,175	715,245	3,315,420
<b>Total Utility Plant</b>	<b>76,818,400</b>	<b>50,317,919</b>	<b>127,136,318</b>	<b>74,843,871</b>	<b>48,364,676</b>	<b>123,208,547</b>
Less: Accumulated Depreciation						
Accumulated Depreciation	(29,249,531)	(19,033,744)	(48,283,275)	(27,714,445)	(18,207,038)	(45,921,484)
Accumulated Depreciation - Common	(5,960,582)	(1,879,026)	(7,839,609)	(5,699,127)	(1,806,044)	(7,505,171)
<b>Total Accumulated Depreciation</b>	<b>(35,210,113)</b>	<b>(20,912,771)</b>	<b>(56,122,884)</b>	<b>(33,413,573)</b>	<b>(20,013,082)</b>	<b>(53,426,655)</b>
<b>Net Utility Plant</b>	<b>41,608,287</b>	<b>29,405,148</b>	<b>71,013,435</b>	<b>41,430,298</b>	<b>28,351,594</b>	<b>69,781,892</b>
Current and Accrued Assets						
Cash	837,170	541,659	1,378,829	15,236	1,754,379	1,769,615
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	24,437	-	24,437	507,765	-	507,765
Temporary Cash Investments	659,026	461,104	1,120,130	527,282	426,149	953,431
Customer Accounts Receivable	3,615,823	736,349	4,352,172	3,289,697	714,802	4,004,499
Other Accounts Receivable	115,289	456,875	572,164	113,464	417,721	531,185
Receivable From Municipality	9,549	-	9,549	4,581	-	4,581
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	1,795	39,212	41,007	-	32,299	32,299
Plant Materials & Supplies	1,920,651	605,674	2,526,325	1,424,437	335,371	1,759,808
Stores Expense	(54,098)	417	(53,682)	(71,968)	5,526	(66,442)
Prepayments	154,932	19,631	174,563	152,627	23,389	176,016
Interest Receivable	-	-	-	-	-	-
<b>Total Current and Accrued Assets</b>	<b>7,785,513</b>	<b>3,176,287</b>	<b>10,961,800</b>	<b>6,464,061</b>	<b>4,018,775</b>	<b>10,482,836</b>
Other Investments						
Depreciation Fund	4,725,585	6,205,274	10,930,858	4,721,272	5,427,078	10,148,351
Other Investments	8,727,864	-	8,727,864	8,277,652	-	8,277,652
Other Special Funds	288,064	3,280	291,344	277,588	11,900	289,488
<b>Total Other Investments</b>	<b>13,741,512</b>	<b>6,208,554</b>	<b>19,950,066</b>	<b>13,276,512</b>	<b>5,438,978</b>	<b>18,715,491</b>
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	443,534	-	443,534	512,283	-	512,283
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(30,947)	(7,039)	(37,986)	(38,396)	(29,104)	(67,500)
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	259,785	139,549	399,334	208,031	101,998	310,029
<b>Total Deferred Outflows of Resources</b>	<b>3,132,954</b>	<b>1,455,924</b>	<b>4,588,878</b>	<b>2,290,097</b>	<b>937,324</b>	<b>3,227,421</b>
<b>Total Assets and Deferred Outflows</b>	<b>66,268,266</b>	<b>40,245,913</b>	<b>106,514,178</b>	<b>63,460,969</b>	<b>38,746,671</b>	<b>102,207,640</b>

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

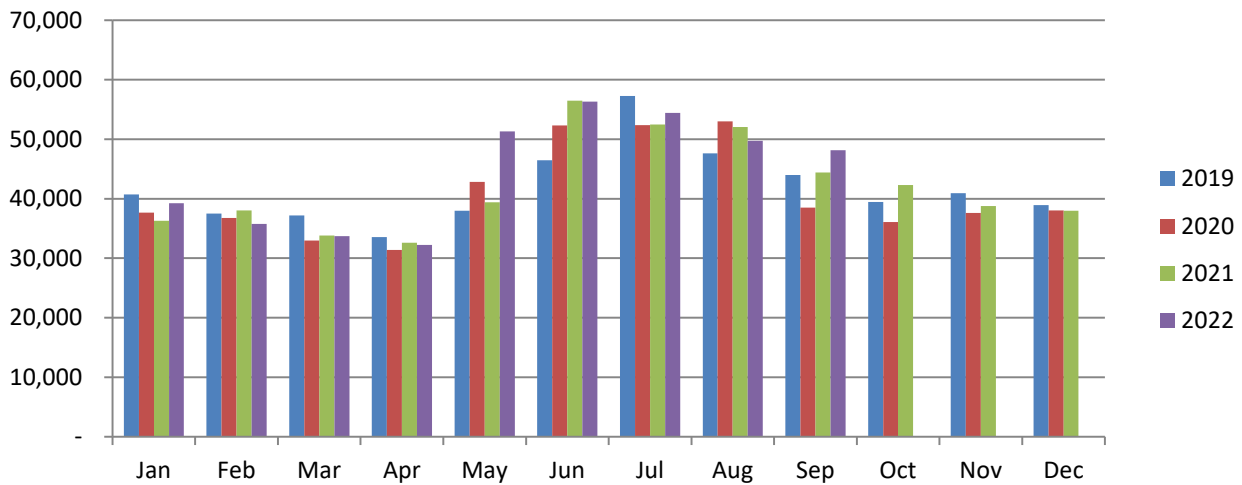
	2022			2021		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>LIABILITIES</b>						
<b>Current and Accrued Liabilities</b>						
Accounts Payable	2,918,879	-	2,918,879	2,125,377	-	2,125,377
Payables To Municipality	-	-	-	-	-	-
Customer Deposits	426,466	-	426,466	437,023	-	437,023
Taxes Accrued	785,225	731,683	1,516,907	748,701	711,310	1,460,012
Interest Accrued	15,022	-	15,022	17,028	-	17,028
Tax Collections Payable	215,354	-	215,354	196,087	-	196,087
Misc Current And Accrued Liabilities	1,743,499	911,802	2,655,301	532,159	139,208	671,367
<b>Total Current and Accrued Liabilities</b>	<b>6,104,445</b>	<b>1,643,485</b>	<b>7,747,930</b>	<b>4,056,375</b>	<b>850,519</b>	<b>4,906,894</b>
<b>Long Term Debt</b>						
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	52,383,194	36,479,194	88,862,388	50,751,747	35,374,613	86,126,360
<b>Total Proprietary Capital</b>	<b>53,414,162</b>	<b>37,278,013</b>	<b>90,692,175</b>	<b>51,782,715</b>	<b>36,173,432</b>	<b>87,956,147</b>
<b>Deferred Inflows of Resources</b>						
Customer Advance For Construction	192,675	-	192,675	64,201	-	64,201
Wholesale Rate Refund & Public Benefits	343,978	-	343,978	308,816	-	308,816
Unamortized Premium On Debt	42,194	-	42,194	48,728	-	48,728
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>2,754,659</b>	<b>1,324,415</b>	<b>4,079,074</b>	<b>3,106,879</b>	<b>1,722,720</b>	<b>4,829,600</b>
<b>Total Liabilities, Equity and Def Inflows</b>	<b>66,268,266</b>	<b>40,245,913</b>	<b>106,514,178</b>	<b>63,460,969</b>	<b>38,746,671</b>	<b>102,207,640</b>

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

### Electric Purchases by Month (kWh)



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



**Wisconsin Rapids Water Works & Lighting Commission  
Investment Report**

**9/30/2022**

INSTITUTION	FACE VALUE	FACE VALUE & ACCRUED INT	RATE/ YIELD	MATURITY DATE	DATE ACQUIRED	TYPE
<b>Local Government Investment Pool (LGIP)</b>	390,247.00	<b>390,247.00</b>	2.4200%			
<b>Prevail Bank</b>	3,800,775.53	<b>3,800,775.53</b>	3.2500%			
<b>Ehlers Investments</b>						
US TREASURY (T-BILL)	502,000.00	<b>501,723.90</b>	1.9100%	10/11/2022	6/30/2022	NOTE
LIVE OAK BANKING COMPANY	215,000.00	<b>215,309.25</b>	1.7900%	11/28/2022	11/25/2019	CD
SALLIE MAE BANK	250,000.00	<b>251,419.18</b>	1.8820%	12/12/2022	12/12/2019	CD
US TREASURY BOND	500,000.00	<b>501,805.12</b>	2.4800%	12/31/2022	6/30/2022	NOTE
WELLS FARGO NATIONAL BANK WEST	248,000.00	<b>248,025.82</b>	1.9000%	1/30/2023	1/30/2020	CD
UNITED STATES TREASURY	197,000.00	<b>197,442.84</b>	1.0800%	2/28/2023	3/3/2022	NOTE
WISCONSIN STATE FINANCE AUTHORITY	70,000.00	<b>70,291.67</b>	5.0000% *	3/1/2023	12/29/2020	NOTE
AMERANT BANK	250,000.00	<b>250,082.19</b>	3.9900%	3/28/2023	9/20/2022	CD
US TREASURY BOND	502,000.00	<b>497,447.47</b>	2.7300%	5/1/2023	6/30/2022	NOTE
COLORADO HOUSING AND FINANCE AUTHORITY	150,000.00	<b>150,687.50</b>	1.1000%	5/1/2023	1/31/2022	NOTE
WISCONSIN STATE GENERAL FUND REV BOND	210,000.00	<b>211,792.88</b>	2.0490%	5/1/2023	1/30/2020	NOTE
US TREASURY BOND	507,000.00	<b>501,161.83</b>	2.9100%	6/30/2023	6/30/2022	NOTE
HOCKING TECHNICAL COLLEGE OHIO	300,000.00	<b>300,763.50</b>	0.7880%	7/1/2023	11/23/2020	NOTE
OKLAHOMA STATE HIGHWAY CAPITAL IMPROVE	50,000.00	<b>50,661.25</b>	5.2900% *	7/1/2023	12/29/2020	NOTE
ILLINOIS HOUSING AUTHORITY	50,000.00	<b>50,158.33</b>	1.9000% *	8/1/2023	12/29/2020	NOTE
NEW YORK STATE DORMITORY AUTHORITY	100,000.00	<b>102,500.00</b>	5.0000% *	10/1/2023	12/29/2020	NOTE
SYNCHRONY BANK	245,000.00	<b>245,496.12</b>	0.4500%	10/23/2023	10/28/2021	CD
WEB BANK	205,000.00	<b>205,395.96</b>	0.7500%	12/29/2023	12/29/2021	CD
FEDERAL HOME LOAN BANK	300,000.00	<b>300,608.00</b>	0.6000%	2/23/2024	11/30/2021	NOTE
AMERICAN EXPRESS BANK	200,000.00	<b>200,195.56</b>	1.6000%	3/11/2024	3/3/2022	CD
CITY OF WATERFORD GO BOND	200,000.00	<b>201,900.00</b>	1.9000% *	4/1/2024	1/30/2020	NOTE
BARCLAY'S BANK DELAWARE	248,000.00	<b>250,356.00</b>	2.0000%	6/3/2024	5/31/2022	CD
FALLBROOK (CA) PUB UTILITY DIST REV BOND	200,000.00	<b>200,121.17</b>	0.7250%	9/1/2024	1/27/2021	CD
UNITED STATES TREASURY	251,000.00	<b>250,265.15</b>	0.9500%	11/15/2024	12/15/2021	NOTE
FEDERAL HOME LOAN BANK	250,000.00	<b>250,831.25</b>	0.9000%	11/18/2024	10/28/2021	NOTE
CALIFORNIA STATE BOND	245,000.00	<b>249,134.38</b>	2.8400%	4/28/2025	4/28/2022	NOTE
FEDERAL HOME LOAN BANK	145,000.00	<b>146,463.59</b>	2.3600%	4/28/2025	4/28/2022	NOTE
COWETA COUNTY (GA) WATER STSTEM REV BOND	300,000.00	<b>302,000.00</b>	2.0000% *	6/1/2025	6/9/2021	NOTE
CAPITAL ONE NATIONAL ASSOCIATION	175,000.00	<b>176,075.89</b>	3.4300%	7/28/2025	7/21/2022	CD
CLAYTON WIS WATER SYSTEM REV BOND	250,000.00	<b>251,666.67</b>	2.0000% *	6/1/2026	6/1/2021	NOTE
FEDERAL HOME LOAN BANK	500,000.00	<b>501,401.94</b>	1.0290% *	6/23/2026	6/2/2021	NOTE
FEDERAL HOME LOAN BANK	300,000.00	<b>300,041.67</b>	4.9900%	9/30/2027	9/13/2022	NOTE
FDIC INSURED MONEY MARKET	14,727.87	<b>14,727.87</b>				MM
		<b>8,147,953.95</b>				
<b>TOTAL INVESTMENTS</b>	<b>12,320,750.40</b>	<b>12,338,976.48</b>				

**ACCOUNT BALANCES POST-JOURNAL ENTRY**

<b>ELECTRIC UTILITY DEPRECIATION FUND</b>	
<b>0-1261-00</b>	4,725,584.62
<b>ELECTRIC REVENUE BOND REDEMPTION</b>	
<b>0-1252-00</b>	287,988.62
<b>WATER UTILITY DEPRECIATION FUND</b>	
<b>2-1261-00</b>	6,205,273.50
<b>TAX ESCROW FUND</b>	
<b>0-1361-00</b>	476,161.05
<b>2-1361-00</b>	428,618.51
<b>GENERAL FUND</b>	
<b>0-1365-00</b>	182,864.76
<b>2-1365-00</b>	32,485.42
<b>TOTAL INVESTMENTS</b>	<b>12,338,976.48</b>

*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**  
**October 2022****Cameras for the Water Towers**

Randy Rosicky and John Weiler have installed all of the camera hardware on the water towers. I was able to set up one of our spare network switches to run the cameras at the south tower. I was also able to reprogram the network switch at the west water tower to run the camera located there. The east tower is still waiting on part but should be operational before the end of November. The network switches that we ordered earlier this year have not shipped yet. Once they arrive they will be used in other locations or as spares.

**Cyber Security**

Todd and I met with GDS Associates to review our NERC Critical Infrastructure Protection (CIP) compliance. During the meeting we also reviewed our current Cyber Security Policies which were implemented back in 2019. Since 2019 we have made quite a few significant improvements to our cyber security programs. I will be working with GDS over the next few months to revise the policies so they reflect the improvements that we have made.

**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 October 2022**

### **Renaissance Assisted Living**

This month I scheduled an on-site visit with the assisted living facility. Considering the facility was built twenty years ago, I found it pertinent to schedule and on-site visit. Typically, lighting and HVAC equipment may be nearing its life span and now would be a suitable time to address energy efficiency upgrades and FOE Program incentives prior to upgrades in the near future. Accompanied by an Energy Advisor from the FOE Program, a thorough energy evaluation was administered. Recommendations were as follows:

- Interior LED Lighting Upgrades – The Maintenance Manager has replaced approximately 2/3 of the buildings lighting over to LED. The remaining 30% will need to be changed out. Further recommendation was to add occupancy sensors to dim or turn off lights in areas that are low traffic areas. We have discussed the incentive money and DLC listed requirements to attain FOE Program money available to lower the project costs.
- Exterior Lighting Upgrades – Exterior canopy and parking lot lighting is currently metal halide and will have a significant benefit in upgrading to LED. These lights are on over twelve hours per day and will lower lighting costs significantly.
- HVAC – The building is consuming large amounts of energy from fans that are operating at higher speeds and for more hours than necessary. A recommendation to have a fan control provider come in and give instruction on how to run fans for fewer hours and slower speeds while still achieving the same ventilation needs. Specifically, the kitchen exhaust fan hood is exhausting air to the outside 24/7 and consuming large amounts of energy. Consider adding a Demand Controlled Kitchen

Ventilation System to automatically modulate the fan speeds based on temperature/gas optical sensors for when ventilation is only necessary.

Accounts contacted: This month a letter was sent to these organizations informing them that they will be placed on another rate class, due to an increase in electric consumption. Load analysis for their organization is complete and pending further discussions on options to lower electric costs.

- Schierl Sales Corporation
- Winsupply

Key Accounts Contacted: This month I had communications with these accounts and are pending further discussions.

- WR Waste Water Treatment Plant
- Mariani Packaging
- Mariani Cold Storage

Respectfully,

*Shawn Reimer*

Key Accounts/Conservation Manager



*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

**ELECTRICAL ENGINEER'S REPORT  
October 2022**

**Voltage Regulator Testing and Maintenance**

Each year we schedule a routine checkup of all our equipment that uses internal oil as a means of reducing electrical arcing in the unit. These units include all voltage regulators, load tap changers, and transformers. This year I helped EPS out with the testing and cleaning of three of our spare regulators. The maintenance included lifting the inner mechanism out of the tank, cleaning the contacts, doing a visual inspection of the moving parts, and testing the oil for impurities. The technicians from EPS seemed to think the three we tested looked very clean on the inside with minimal carbon buildup on the electrical contacts. After running the oil through their filter pump, the oil tested "better than new" according to the tech.

**PowerMonitor Replacement**

At each substation, we have multiple devices monitoring the ins and outs of our electrical system. One of these devices is called a PowerMonitor. We have PowerMonitors on each feeder and they report to SCADA what that feeder is using for voltage, current, and power. Back in August, we had one of our PowerMonitors at West Substation on the West Rural Feeder have a malfunction causing it to stop working. After receiving a new unit two months later, I wrote a switching procedure so that the meter techs could safely remove and replace the malfunctioning unit. The new unit has been working for two weeks with no problems.

*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  
October 2022****WR West Substation Switchgear**

The WR West Substation Switchgear was taken out of service on October 4<sup>th</sup> while repairs were made to it. Part of the repairs included re-installing the power bus in the tie breaker sections. This bus was damaged last spring when a fault occurred in the switchgear. The bus needed to be sent out for re-conditioning and re-insulating. Other repairs included the racking mechanism of the tie breaker, control-wiring changes to the high voltage breaker 1-3S, and better sealing of the building to prevent rodents from entering it. All repair work went well and the switchgear was placed back in service by the end of the day.

**Great Lakes Utility Meeting**

I attended the monthly Great Lakes Utility Meeting on October 18<sup>th</sup>. Both ACES and TEA provided presentations to GLU during the meeting discussing their companies and the advantages each would provide GLU if GLU were to choose to use one of them for future power administrative resources.

**Annual Review with GDS and Associates**

Matt and I met with GDS and associates on October 25<sup>th</sup>. This annual meeting is set up to review all of the North American Electric Reliability Corporation (NERC) standards that WW&LC must comply with. These standards include our Under-Frequency Load Shedding (UFLS) program and our Cyber Security Program. Matt and I have done a nice job staying ahead of these standards and everything WW&LC does either met or exceeded the standards and expectations.

*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**  
**October 2022**

**2023 Budget:** On October 20<sup>th</sup>, Jeff and I attended the City Council's Committee of the Whole meeting. Jeff presented our draft 2023 Capital and O&M budgets to the Council. Jeff also explained the differences in how WW&LC budgets vs. the City. There were several questions asked by Council members. The budget passed with one Nay vote.

**Municipal Electric Utilities of Wisconsin:** The MEUW Legislative and Regulatory Committee conducted a meeting on October 12<sup>th</sup>. The meeting was scheduled to discuss strategy and Public Service Commission briefs in the third party financed solar installation proceeding. The hearing will take place the last week in October and post hearing briefs will be due in early November.

**Great Lakes Utilities:** Several reference conference calls were conducted with customers of The Energy Authority and ACES Power, the two GLU finalists for providing MISO and power supply services to GLU. A Board meeting was held in Wisconsin Rapids on October 18<sup>th</sup>. The draft GLU power supply budgets and wholesale rate tariffs were presented and reviewed. They will be approved at the November meeting. The Energy Authority and ACES Power presented their organizations and the services they provide to the Board. After a lengthy discussion regarding the two companies, the Board decided to move forward with ACES to provide MISO and power supply services.

Jem Brown  
General Manager