



## *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 10, 2021, at 1:00 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 13, 2021
  - 2.2. Special Commission Meeting held October 18, 2021
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. Director of Engineering & Electric Operations
  - 4.9. 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 13, 2021

### **There were present:**

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

Also in attendance: Jem Brown, Roxanne Gronske, Todd Weiler, Matt Stormoen, Dale Scheunemann, Josh Elliott, Jeff Kuhn, Shawn Reimer, Lynn Schroer, and Sean Wall.

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

Chairman Tom Nowak called the meeting to order at 1:00 PM.

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

#### **2.1 Regular Commission Meeting held September 8, 2021**

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 8, 2021, and to place them on file. There were no nay votes recorded.

### **3. Action items**

There were no action items.

### **4.0 Department updates**

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

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

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

This report was reviewed and September after-hour call-ins were discussed.

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

This report was reviewed and September water projects were discussed.

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

This report was reviewed and Energy Assistance/Crisis payments were discussed. These funds are available to eligible customers and Lynn Schroer stated that the funds for crisis payments are sent directly to WW&LC and can only be applied directly to the electric portion of a customer's account not to the water and sewer portion.

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

This report was reviewed and the financial statements/cash flow reports were discussed at length.

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

This report was reviewed and September projects were discussed.

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

This report was reviewed and the Focus on Energy LED lighting incentives for commercial customers was discussed.

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

This report was reviewed and discussed. As part of the yearly WDNR inspection of the water plant, WW&LC is being required to test the main building generator under load every three months. After meeting with the generator manufacturer, they are recommending that we replace the existing 1978 transfer switch with one that has the capability of running the weekly test under load with a seamless power transfer.

#### **4.9 General Manager's Report**

This report was reviewed and discussed. Jem Brown gave a Great Lakes Utilities update. He stated that wholesale rates for power are increasing which is due to natural gas prices which are up 200% from last year.

### **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 Rick Merdan, seconded by John Bergin, and carried to adjourn at 1:29 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

## Special Meeting of the Water Works and Lighting Commission Monday, October 18, 2021

### **There were present:**

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

Also in attendance: Jem Brown, Jeff Kuhn, Todd Weiler, Matt Stormoen, Adam Breunig and Shawn Reimer.

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

Chairman Tom Nowak called the meeting to order at 8:00 AM.

### **2. 2021 Budget**

Director of Finance Jeff Kuhn presented the 2022 budget. There was a motion made by John Bergin to approve the capital budget with revisions. This motion failed due to lack of a second. After a lengthy discussion, there was a motion made by John Bergin, seconded by John Harper, and carried to approve the 2022 budget as presented. There were no nay votes recorded.

### **3. Adjourn**

There was a motion made by John Harper, seconded by John Bergin, and carried to adjourn at 11:00 AM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

**SAFETY COMMITTEE MEETING MINUTES FOR NOVEMBER 3, 2021**

Discussion with: Dale Scheunemann, Adam Breunig, Justin Armagost, Jason Warren, Tyler Sneen, Beth Knobeck, 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 the WW&LC Respiratory Protection program. After review, the committee determined that there were no changes needed to the program at this time.

**Topic**

As a reminder this weekend daylight savings time ends and the clocks are set back. This time of the year also means you need to be very aware of changing weather conditions. And with the changing winter conditions roads, parking lots, sidewalks, and steps can become very slippery.

Safety Committee meeting ended at 7:30 AM.



Municipal Electric Utilities of Wisconsin  
*Service. Advocacy. Safety.*  
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Sun Prairie, WI 53590  
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## **Wisconsin Rapids Water Works & Lighting Commission**

**October 2021**

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 (Water and Electric)
- b. MSDSOnline safety training / reviewing the program / downloading and learning the app (including the bar code scanner capabilities)

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

- a. No audits / inspections

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

- a. Made revisions to the Confined Space Entry permit.
- b. Attended Safety Committee meeting
- c. Attended Commission meeting
- d. Revised Respiratory Protection safety program for November Safety Committee review.

## **GOALS AND OBJECTIVES**

### **1. Training**

- a. MSDSOnline make up training (for those that missed last month)

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

- a. Facility inspection in Q4 with Jason Warren

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

- a. Attend Safety Committee meeting
- b. Attend Commission meeting
- c. Work with Matt S. to get MSDSOnline links on all available PC desktops
- d. Work on next month's safety program review for Safety Committee review
- e. Working with Dale S. / Water department to discuss Chlorine / Caustic Soda emergency procedures



### *Water Works and Lighting Commission*

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## **LINE SUPERINTENDENT'S REPORT October 2021**

### **Work Performed**

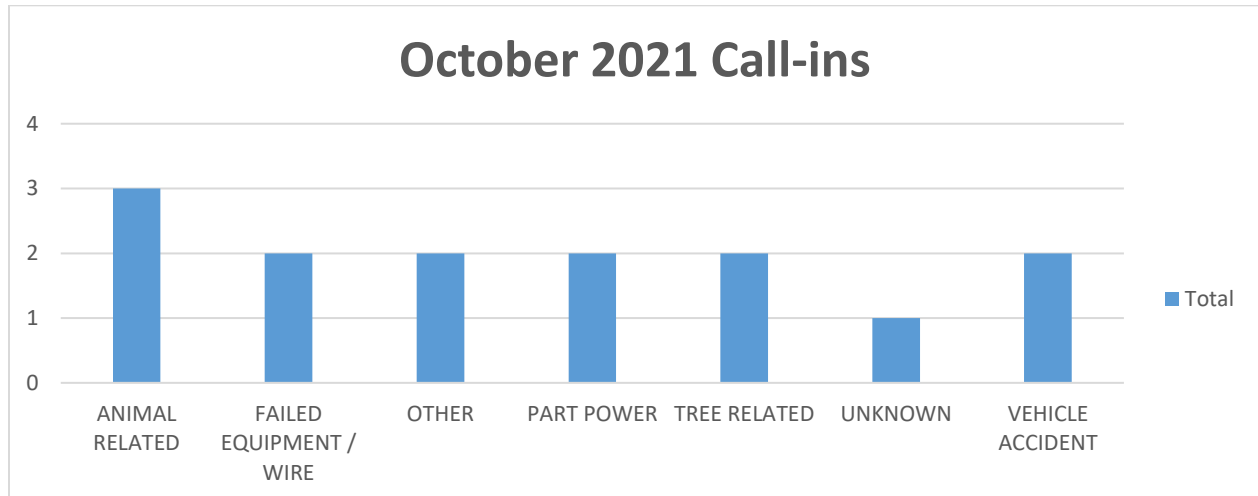
During October, the Electric Department processed 12 work orders, 14 electric service orders, and 48 trouble slips.

### **Other Projects**

- Continued replacement of single phase older wooden poles.
- Continued tree trimming.
- Continued underground construction.
- Completed numerous customer requested jobs/services.

### **After Hours Calls**

In October there were 14 after hour call-ins.



The call-ins for failed equipment were a bad connection and a bad electric meter. The call-ins for "other" were for 2 house fires.

Respectfully submitted,

Josh Elliott  
Electric Line Superintendent





*Water Works and Lighting Commission*

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**WATER DEPARTMENT OPERATIONS REPORT  
October 2021**

**WATER PROJECT**

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

- ❖ Crews finished work on 18<sup>th</sup> Avenue South reconstruction projects; all homes are reconnected to new services.
- ❖ Crews replaced a lead service at 1320 Apricot Street.
- ❖ Crews drained the east water tower for the contractor to perform the interior inspection and washout. When they completed crews refilled the tower and put it back in service after obtaining a safe sample.
- ❖ Crews repaired a water break on 17<sup>th</sup> Avenue North approximately 100 feet north of Rosecrans Avenue.
- ❖ Crew also tested (4) 2", (3) ¾", and (1) 3" meters.

**TROUBLE CALLS**

In October, water crews continued to work with the office performing water disconnects, and reconnects, they also investigated 29 - meter trouble slips.

**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:

2021 – 14'6"	2019 – 14'1"	2017 – 15'4"
2020 – 15'3"	2018 – 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 2021**

**COLLECTIONS**

Below is the comparison of active and inactive accounts receivable.

<b>ALL PROVIDERS – Active Accounts</b>			
	<b><u>October 2019</u></b>	<b><u>October 2020</u></b>	<b><u>October 2021</u></b>
<b>30 day</b>	195,485	269,654	170,227
<b>60 day</b>	60,492	157,035	30,847
<b>90 day</b>	19,345	310,723	13,285
<b>Current</b>	2,029,995	1,925,358	2,153,684
<b>Total Active</b>	2,305,317	2,662,770	2,368,043
<b>Total Inactive</b>	257,129	119,539	95,962
<b>Total AR</b>	2,562,446	2,782,309	2,464,005

Our last day of electric disconnects was October 28<sup>th</sup>, with the winter moratorium for residential electric disconnections beginning November 1. Here are the monthly disconnection totals along with a yearly comparison.

<b>2021</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>TOTAL</b>
Disconnection Calls	356	285	612	476	738	568	775	3810
Disconnect Door Tags	214	110	22	19	12	17	19	413
Current Payment Arrangements	189	104	210	200	60	42	27	832
Broken Arrangements	2	24	48	59	83	46	48	310
Electric Disconnections	75	136	200	203	207	257	229	1307
Water Disconnections	0	9	11	3	1	0	1	25

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

At the end of each disconnect season the Public Service Commission requires all utilities verify any properties that remain disconnected for non-payment. Thirty-three properties were verified for vacancy and seven were reconnected. We will immediately transition to water disconnections in November.

I would again like to thank not only our office staff, but our meter technicians and filter plant operators. Although this was a challenging year for disconnections, our utility continues to work well together to handle this responsibility while providing great customer service.

## **COLLECTIONS CONTINUED**

### **Commercial Disconnections**

In October, 35 commercial accounts were notified of a past due balance. Ten customer accounts were tagged for disconnection, one customer was disconnected and reconnected.

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

We received \$1,538 through TRIP and SDC in October, for a 2021 TRIP and SDC total of \$108,565.

### **2021 Tax Roll**

We began the tax roll process in October to mail property owners and customers a letter informing them of unpaid final utility bills. Thirteen accounts with unpaid water and sewer charges prior to the ordinance change were included, along with 60 final unpaid homeowner accounts for electric, water and sewer charges. The total for electric is \$10,206.25 and the total for water and sewer is \$12,902.55. We received payment for 16 accounts. The remaining accounts will be assessed a 10% penalty and if not paid by November 15<sup>th</sup>, will be transferred to their property tax bill. Because of the Public Service Commission mandated moratorium in 2020 preventing disconnection for non-payment, we did not include any tenant accounts for 2020. The utility will attempt to collect any unpaid tenant utility bills through TRIP and SDC this year only. Any uncollected final tenant balance accrued during this mandated moratorium will be included in the 2022 tax roll.

## **OCTOBER OFFICE INFORMATION**

- ✚ The office staff processed 289 electric and 126 water move orders. Twenty-seven of these orders were received electronically.
- ✚ Ninety welcome letters were sent to new customers.
- ✚ Forty properties were verified for cross connection, 18 wells were inspected, and 15 permits were issued.
- ✚ Office staff answered 2,607 customer calls. Calls were answered in just under one minute and the average call length was just under three minutes.

## **OFFICE PAYMENTS**

We received a total of 15,598 payments in October. The chart below shows the breakdown by payment option.

iVue (received in the mail) – 5,285 - 34%	Online Banking - 841 - 5%
EFT (Electronic Fund Transfer) – 3,772 - 24%	Pay Now (echeck or credit card) – 1,177 - 8%
Cash Register (in office) – 1,321 - 8%	SmartHub Mobile (phone app) – 1,165 - 8%
SmartHub Web (echeck) – 1,264 - 8%	IVR (toll free phone) – 773 - 5%

## **SOCIAL MEDIA / WEBSITE**



We posted thirteen messages on Facebook generating 5,620 views.  
Five messages were posted on Twitter generating 1,236 impressions.  
Our website had 330 new uses in October and had 1,493 page views.

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 2021

#### Financial Reports

Included in this month's packet are September's 2021 draft financial statements. Through September, electric revenues are 6.5% higher than in 2020. While large industrial kWh sales have increased over 15%, total energy sales have only increased 2.4% in 2021, as seen below:

Electric Utility Usage Billed (kWh)  
January to September 2020 and 2021

Class	2021 kWh	2020 kWh	Difference	% Change
Residential Sales	76,927,446	76,723,304	204,142	0.3%
General Service	24,800,375	24,805,613	(5,238)	(0.0%)
Small Power (CP1)	25,058,599	25,355,795	(297,196)	(1.2%)
Large Power (CP2 & CP3)	33,900,196	33,457,876	442,320	1.3%
Industrial Power (CP4)	31,287,130	27,054,134	4,232,996	15.6%
Street & Athletic Field Lighting	1,986,233	2,056,213	(69,980)	(3.4%)
Total	193,959,979	189,452,935	4,507,044	2.4%

2020's non-operating income includes the large contribution from Matalco to provide electric service to their new facility.

Water sales revenue is down 2.4% for 2021. Water usage also decreased, as seen below:

Water Utility Billed Usage (CCF)  
January to September 2020 and 2021

Class	2021 Units (CCF)	2020 Units (CCF)	Difference	% Change
Residential Sales	245,922	248,295	(2,373)	(1.0%)
Commercial	139,304	134,986	4,318	3.2%
Industrial	135,635	175,180	(39,545)	(22.6%)
Joint Multiple	38,263	36,664	1,599	4.4%
Public Authority	37,157	35,056	2,101	6.0%
Sprinkling	47,111	42,938	4,173	9.7%
Total	643,392	673,119	(29,727)	(4.4%)

1 unit of water equals 748 gallons

### **2022 Budget**

On October 18<sup>th</sup>, we held the annual Commission budget meeting. Some good discussion arose from the meeting that we will consider when the 2023 budget is created and presented. On November 2, Jem and I presented our budget to the City's Property and Finance Committee. Several questions were asked before the budget was approved on a 3-0 vote. The final approval will occur at the November City Council meeting on November 16<sup>th</sup>.

### **Utility University**

Annually, Baker Tilly presents Unity University, which is a training session related to electric and water utilities. In 2021, due to the pandemic, the training was broken down into three sessions and presented remotely. I attended the sessions, which covered new GASB pronouncements and accounting guidance, technology and cybersecurity. As was the case in previous years, the information was useful and worth attending.

Respectively submitted,

A handwritten signature in black ink that reads "Jeff Kuhn". The signature is written in a cursive, slightly slanted style.

Jeff Kuhn

Director of Finance

Wisconsin Rapids Water Works and Lighting Commission  
Cash Flow Summary  
for Month Ending October 31, 2021

	<u>Current Month</u>	<u>Year to Date</u>
Cash Receipts:		
Utility Receipts	\$ 3,629,350	\$ 33,165,270
Interest and Dividends	\$ 111	\$ 2,961
Transfer from Investments	\$ -	\$ 2,589,242
ATC Dividend Payment	<u>\$ 132,041</u>	<u>\$ 527,885</u>
Total Cash Receipts	<b>\$ 3,761,502</b>	<b>\$ 36,285,358</b>
Disbursements		
AP Payments	\$ (795,645)	\$ (12,710,064)
GLU Power Bill	\$ (1,561,351)	\$ (14,913,931)
Transfer to Investments	\$ (550,000)	\$ (3,965,000)
ATC - Voluntary Capital Call	\$ -	\$ -
Sales Tax Payment	\$ (101,041)	\$ (565,467)
Payroll	\$ (293,789)	\$ (3,276,670)
Service Fees	\$ (5,177)	\$ (44,308)
NSF Payments	<u>\$ (2,743)</u>	<u>\$ (39,676)</u>
Total Disbursements	<b><u>\$ (3,309,746)</u></b>	<b><u>\$ (35,515,116)</u></b>
Net Cash Flow	<b><u><u>\$ 451,756</u></u></b>	<b><u><u>\$ 770,242</u></u></b>

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

	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 20,082,298	\$ 3,088,448	\$ 23,170,746	\$ 18,863,001	\$ 3,163,997	\$ 22,026,998	6.5%	(2.4%)	5.2%
Other Operating Revenues	\$ 349,585	\$ 1,325,642	\$ 1,675,227	\$ 286,918	\$ 1,299,216	\$ 1,586,133	21.8%	2.0%	5.6%
Total Operating Revenues	\$ 20,431,883	\$ 4,414,090	\$ 24,845,974	\$ 19,149,919	\$ 4,463,213	\$ 23,613,132	6.7%	(1.1%)	5.2%
Operating Expenses	15,882,154	2,104,133	17,986,287	15,703,629	1,993,050	17,696,679	1.1%	5.6%	1.6%
Depreciation Expense	1,695,400	753,357	2,448,757	1,696,254	719,431	2,415,685	(0.1%)	4.7%	1.4%
Taxes Expense	1,154,250	708,750	1,863,000	1,154,250	731,250	1,885,500	0.0%	(3.1%)	(1.2%)
Total Operating Expenses	18,731,804	3,566,240	22,298,044	18,554,133	3,443,732	21,997,865	1.0%	3.6%	1.4%
<b>Operating Income (Loss)</b>	<b>\$ 1,700,080</b>	<b>\$ 847,850</b>	<b>\$ 2,547,930</b>	<b>\$ 595,786</b>	<b>\$ 1,019,481</b>	<b>\$ 1,615,267</b>	<b>185.4%</b>	<b>(16.8%)</b>	<b>57.7%</b>
Non-Operating Income	529,573	44,476	574,048	2,295,118	42,711	2,337,830	(76.9%)	4.1%	(75.4%)
Interest Charges	127,332		127,332	139,768		139,768	(8.9%)		(8.9%)
Other Non-operating Exp	264,235	78,927	343,162	264,348	78,799	343,146	(0.0%)	0.2%	0.0%
<b>Net Income (Loss)</b>	<b>\$ 1,838,086</b>	<b>\$ 813,399</b>	<b>\$ 2,651,484</b>	<b>\$ 2,486,788</b>	<b>\$ 983,394</b>	<b>\$ 3,470,182</b>	<b>(26.1%)</b>	<b>(17.3%)</b>	<b>(23.6%)</b>

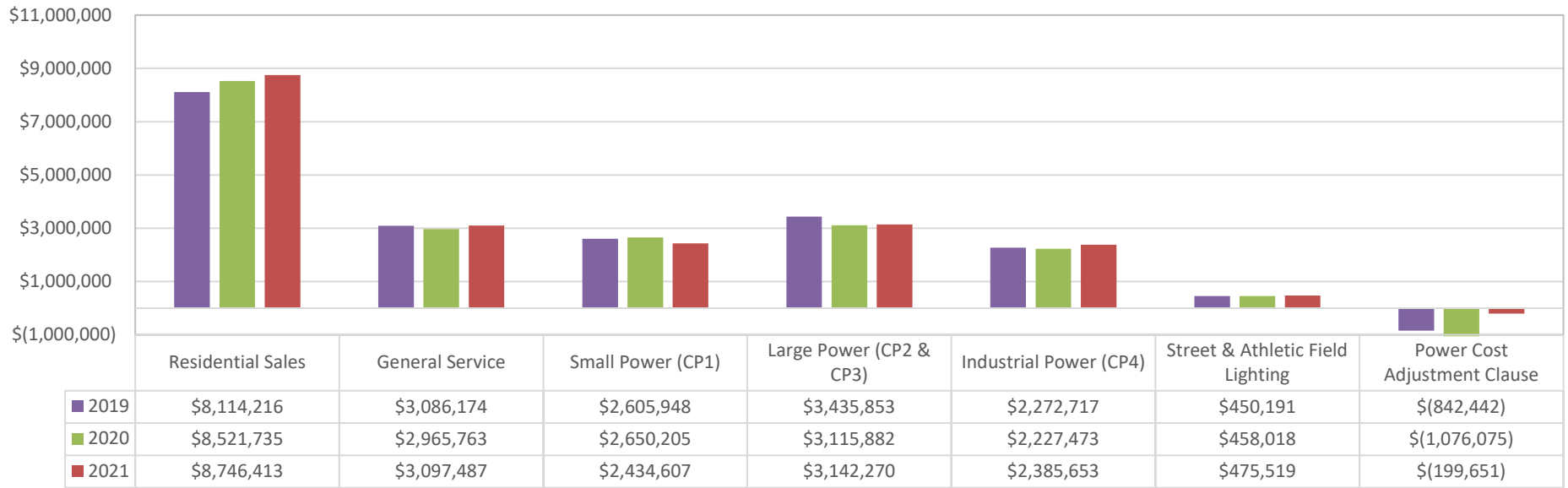
Wisconsin Rapids Water Works and Lighting Commission  
Electric Income Statement  
Year to Date for Months Ending September 2021, 2020, 2019

	Current Budget	2021 YTD	2020 YTD	2019 YTD	Remaining Budget
<b>Sales of Electricity</b>					
Residential Sales	\$ 11,154,500	\$ 8,746,413	\$ 8,521,735	\$ 8,114,216	\$ 2,408,087
General Service	\$ 4,101,100	\$ 3,097,487	\$ 2,965,763	\$ 3,086,174	\$ 1,003,613
Small Power (CP1)	\$ 3,346,400	\$ 2,434,607	\$ 2,650,205	\$ 2,605,948	\$ 911,793
Large Power (CP2 & CP3)	\$ 4,427,700	\$ 3,142,270	\$ 3,115,882	\$ 3,435,853	\$ 1,285,430
Industrial Power (CP4)	\$ 3,865,304	\$ 2,385,653	\$ 2,227,473	\$ 2,272,717	\$ 1,479,651
Street & Athletic Field Lighting	\$ 639,400	\$ 475,519	\$ 458,018	\$ 450,191	\$ 163,881
Power Cost Adjustment Clause	\$ (440,000)	\$ (199,651)	\$ (1,076,075)	\$ (842,442)	\$ (240,349)
Total Sales of Electricity	\$ 27,094,404	\$ 20,082,298	\$ 18,863,001	\$ 19,122,658	\$ 7,012,106
<b>Other Operating Revenues</b>					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 28,640	\$ 210	\$ 25,095	\$ 1,360
Rent From Electric Property	\$ 260,000	\$ 265,006	\$ 257,620	\$ 250,409	\$ (5,006)
Forfeited Discounts	\$ 90,000	\$ 53,605	\$ 27,038	\$ 65,189	\$ 36,395
Other Electric Revenues	\$ 4,000	\$ 2,334	\$ 2,050	\$ 2,402	\$ 1,666
Total Operating Revenues	\$ 27,478,404	\$ 20,431,883	\$ 19,149,919	\$ 19,465,753	\$ 7,046,521
<b>Operating Expenses</b>					
Purchased Power Expense	\$ 18,044,277	\$ 13,415,531	\$ 13,255,972	\$ 13,952,728	\$ 4,628,746
Maintenance & Distribution Expense	\$ 1,615,700	\$ 1,089,474	\$ 1,148,316	\$ 1,198,490	\$ 526,226
Customer Accounts Expense	\$ 785,600	\$ 595,282	\$ 446,998	\$ 421,744	\$ 190,318
Advertising Expense	\$ 29,000	\$ 4	\$ 14,527	\$ 14,427	\$ 28,996
Administrative And General Expense	\$ 1,345,000	\$ 781,862	\$ 837,815	\$ 926,923	\$ 563,138
Depreciation Expense	\$ 2,300,800	\$ 1,695,400	\$ 1,696,254	\$ 1,625,902	\$ 605,400
Taxes Expense	\$ 1,521,100	\$ 1,154,250	\$ 1,154,250	\$ 1,123,000	\$ 366,850
Total Operating Expenses	\$ 25,641,477	\$ 18,731,804	\$ 18,554,133	\$ 19,263,214	\$ 6,909,673
<b>Operating Income</b>	<b>\$ 1,836,927</b>	<b>\$ 1,700,080</b>	<b>\$ 595,786</b>	<b>\$ 202,539</b>	<b>\$ 136,847</b>
Merchandise and Jobbing	\$ 40,000	\$ 11,581	\$ 26,997	\$ 24,037	\$ 28,419
Interest and Dividend Income	\$ 702,000	\$ 430,799	\$ 497,514	\$ 450,037	\$ 271,201
Miscellaneous Non-Operating Income	\$ 135,000	\$ 87,193	\$ 1,770,608	\$ 154,021	\$ 47,807
Total Other Income Additions	\$ 877,000	\$ 529,573	\$ 2,295,118	\$ 628,094	\$ 347,427
Interest Charges	\$ 173,486	\$ 127,332	\$ 139,768	\$ 149,789	\$ 46,154
Other Income Deductions	\$ 372,100	\$ 264,235	\$ 264,348	\$ 224,147	\$ 107,865
<b>Total Net Income</b>	<b>\$ 2,168,341</b>	<b>\$ 1,838,086</b>	<b>\$ 2,486,788</b>	<b>\$ 456,697</b>	<b>\$ 330,255</b>

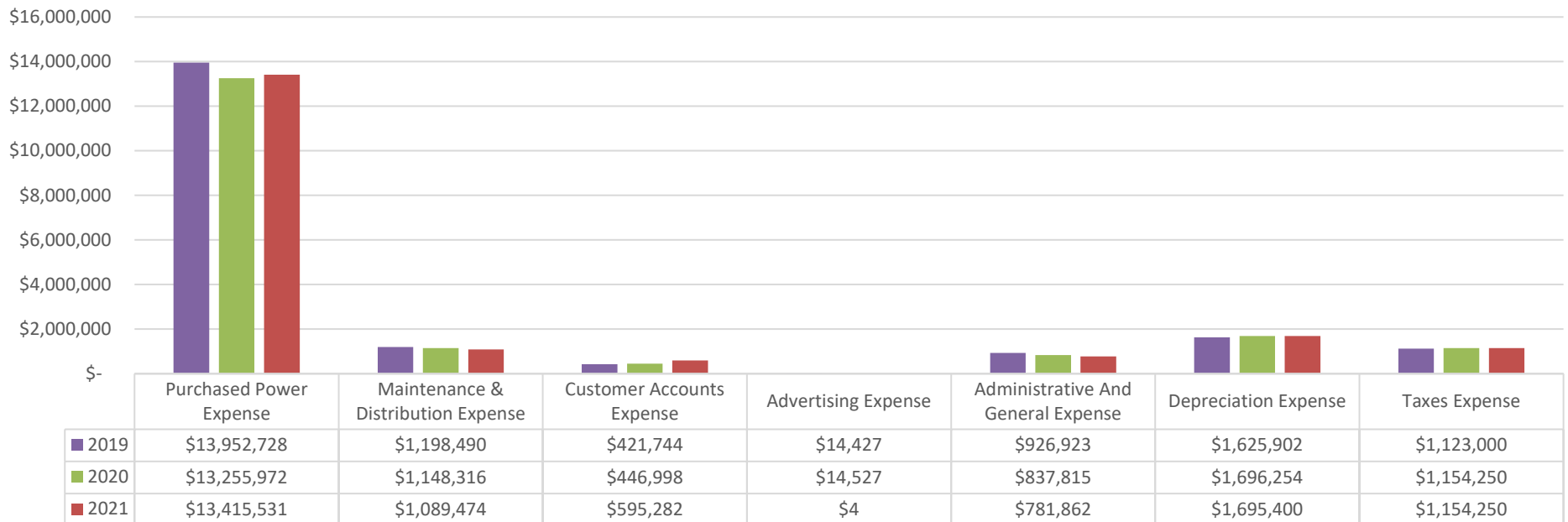


Wisconsin Rapids Water Works and Lighting Commission  
Selected Electric Utility Financial Charts  
Year to Date for Months Ending September 2021, 2020, 2019

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

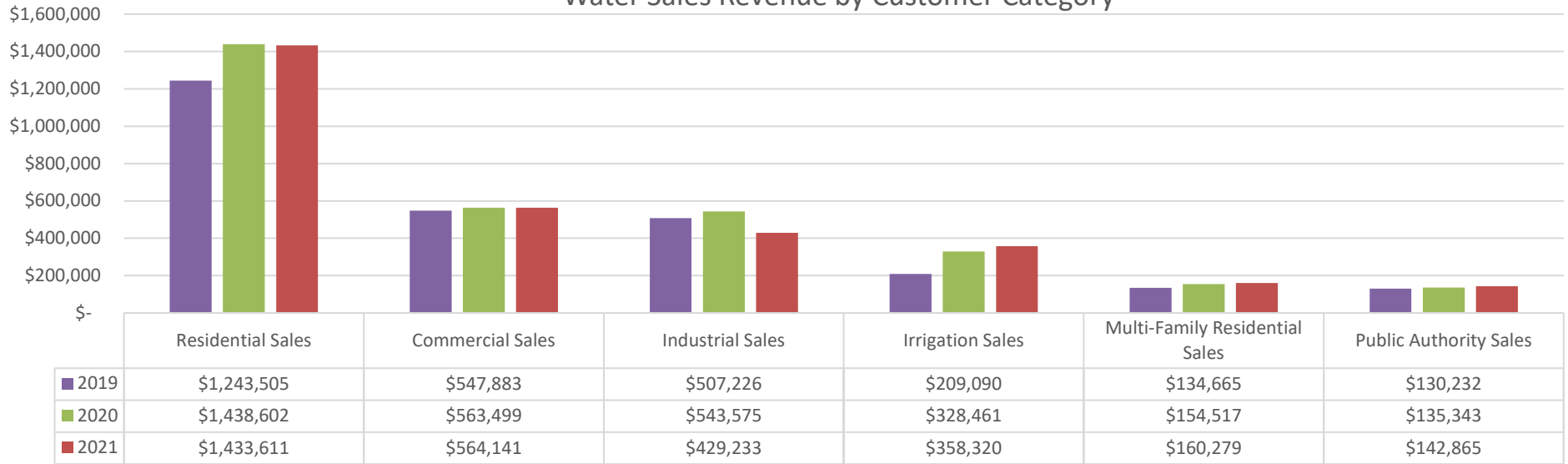


Wisconsin Rapids Water Works and Lighting Commission  
Water Income Statement  
Year to Date for Months Ending September 2021, 2020, 2019

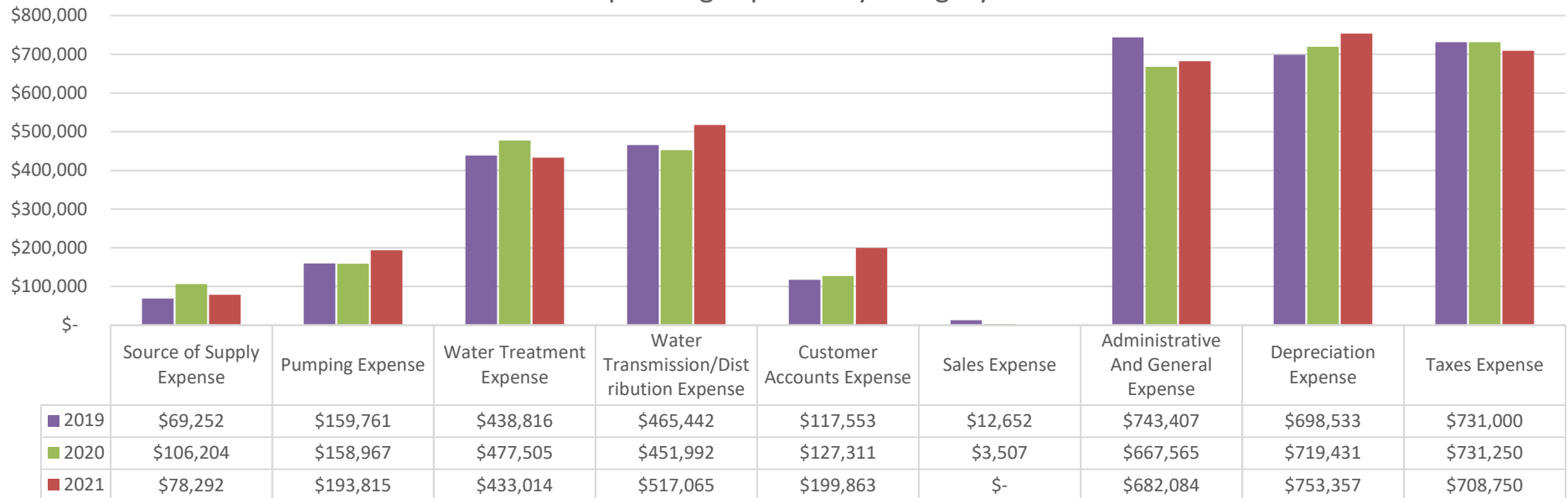
	Current Budget	2021 YTD	2020 YTD	2019 YTD	Remaining Budget
<b>Metered Sales of Water</b>					
Residential Sales	\$ 1,862,000	\$ 1,433,611	\$ 1,438,602	\$ 1,243,505	\$ 428,389
Commercial Sales	\$ 774,700	\$ 564,141	\$ 563,499	\$ 547,883	\$ 210,559
Industrial Sales	\$ 347,900	\$ 429,233	\$ 543,575	\$ 507,226	\$ (81,333)
Irrigation Sales	\$ 320,800	\$ 358,320	\$ 328,461	\$ 209,090	\$ (37,520)
Multi-Family Residential Sales	\$ 207,600	\$ 160,279	\$ 154,517	\$ 134,665	\$ 47,321
Public Authority Sales	\$ 184,700	\$ 142,865	\$ 135,343	\$ 130,232	\$ 41,835
Total Sales of Water	\$ 3,697,700	\$ 3,088,448	\$ 3,163,997	\$ 2,772,601	\$ 609,252
<b>Other Operating Revenues</b>					
Private Fire Protection	\$ 57,600	\$ 42,934	\$ 43,131	\$ 40,189	\$ 14,666
Public Fire Protection	\$ 1,279,000	\$ 947,083	\$ 944,736	\$ 685,380	\$ 331,917
Forfeited Discounts	\$ 21,000	\$ 24,422	\$ 13,039	\$ 28,415	\$ (3,422)
Miscellaneous Service Revenues	\$ 2,500	\$ 280	\$ 1,575	\$ 2,260	\$ 2,220
Rent From Water Property	\$ 84,600	\$ 64,744	\$ 61,179	\$ 59,448	\$ 19,856
Other Water Revenues	\$ 50,000	\$ 246,178	\$ 235,556	\$ 237,285	\$ (196,178)
Total Operating Revenues	\$ 5,192,400	\$ 4,414,090	\$ 4,463,213	\$ 3,825,578	\$ 778,310
<b>Operating Expenses</b>					
Source of Supply Expense	\$ 138,900	\$ 78,292	\$ 106,204	\$ 69,252	\$ 60,608
Pumping Expense	\$ 208,400	\$ 193,815	\$ 158,967	\$ 159,761	\$ 14,585
Water Treatment Expense	\$ 567,300	\$ 433,014	\$ 477,505	\$ 438,816	\$ 134,286
Water Transmission/Distribution Expense	\$ 753,800	\$ 517,065	\$ 451,992	\$ 465,442	\$ 236,735
Customer Accounts Expense	\$ 93,500	\$ 199,863	\$ 127,311	\$ 117,553	\$ (106,363)
Sales Expense	\$ 11,000	\$ -	\$ 3,507	\$ 12,652	\$ 11,000
Administrative And General Expense	\$ 959,500	\$ 682,084	\$ 667,565	\$ 743,407	\$ 277,416
Depreciation Expense	\$ 871,900	\$ 753,357	\$ 719,431	\$ 698,533	\$ 118,543
Taxes Expense	\$ 957,200	\$ 708,750	\$ 731,250	\$ 731,000	\$ 248,450
Total Operating Expenses	\$ 4,561,500	\$ 3,566,240	\$ 3,443,732	\$ 3,436,417	\$ 995,260
<b>Operating Income</b>	<b>\$ 630,900</b>	<b>\$ 847,850</b>	<b>\$ 1,019,481</b>	<b>\$ 389,161</b>	<b>\$ (216,950)</b>
Merchandise and Jobbing	\$ 2,000	\$ 363	\$ (733)	\$ 3,085	\$ 1,637
Interest and Dividend Income	\$ 35,000	\$ 44,113	\$ 43,445	\$ 65,187	\$ (9,113)
Miscellaneous Non-operating Income	\$ 34,000	\$ -	\$ -	\$ 3,653	\$ 34,000
Total Other Income Additions	\$ 71,000	\$ 44,476	\$ 42,711	\$ 71,925	\$ 26,524
Other Income Deductions	\$ 121,000	\$ 78,927	\$ 78,799	\$ 51,565	\$ 42,073
<b>Total Net Income</b>	<b>\$ 580,900</b>	<b>\$ 813,399</b>	<b>\$ 983,394</b>	<b>\$ 409,522</b>	<b>\$ (232,499)</b>

Wisconsin Rapids Water Works and Lighting Commission  
Selected Water Utility Financial Charts  
Year to Date for Months Ending September 2021, 2020, 2019

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 2021 & 2020

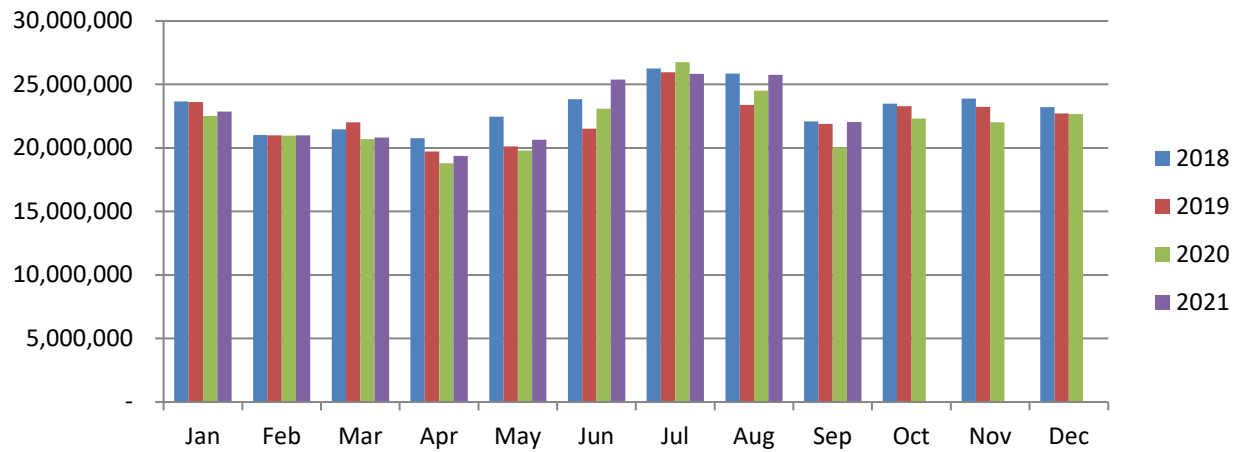
	2021			2020		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>ASSETS</b>						
Utility Plant						
Utility Plant in Service	64,398,318	44,875,706	109,274,024	58,125,030	43,875,877	102,000,907
Utility Plant in Service - Common	7,844,878	2,669,469	10,514,348	7,859,432	2,562,451	10,421,883
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	2,600,175	715,245	3,315,420	6,896,590	830,558	7,727,148
Total Utility Plant	74,843,871	48,364,676	123,208,547	72,881,552	47,373,142	120,254,694
Less: Accumulated Depreciation						
Accumulated Depreciation	(27,714,445)	(18,207,038)	(45,921,484)	(26,334,253)	(17,333,458)	(43,667,711)
Accumulated Depreciation - Common	(5,699,127)	(1,806,044)	(7,505,171)	(5,819,746)	(1,661,652)	(7,481,398)
Total Accumulated Depreciation	(33,413,573)	(20,013,082)	(53,426,655)	(32,153,999)	(18,995,110)	(51,149,109)
<b>Net Utility Plant</b>	<b>41,430,298</b>	<b>28,351,594</b>	<b>69,781,892</b>	<b>40,727,553</b>	<b>28,378,032</b>	<b>69,105,585</b>
Current and Accrued Assets						
Cash	15,236	1,754,379	1,769,615	(670,722)	1,870,285	1,199,563
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	507,765	-	507,765	372,986	-	372,986
Temporary Cash Investments	527,282	426,149	953,431	374,878	362,988	737,866
Customer Accounts Receivable	3,289,697	714,802	4,004,499	3,699,572	826,632	4,526,204
Other Accounts Receivable	113,464	417,721	531,185	145,123	530,006	675,129
Receivable From Municipality	4,581	-	4,581	21,278	-	21,278
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	309,138	309,138	-	312,740	312,740
Due To (From) Municipality	-	32,299	32,299	-	32,639	32,639
Plant Materials & Supplies	1,424,437	335,371	1,759,808	1,144,572	235,551	1,380,122
Stores Expense	(71,968)	5,526	(66,442)	(30,215)	(48,312)	(78,527)
Prepayments	152,627	23,389	176,016	150,208	27,895	178,103
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	6,464,061	4,018,775	10,482,836	5,708,619	4,150,424	9,859,043
Other Investments						
Depreciation Fund	4,721,272	5,427,078	10,148,351	4,527,894	4,171,297	8,699,190
Other Investments	8,277,652	-	8,277,652	8,040,108	-	8,040,108
Other Special Funds	277,588	11,900	289,488	270,649	11,050	281,699
Total Other Investments	13,276,512	5,438,978	18,715,491	12,838,650	4,182,347	17,020,997
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	512,283	-	512,283	581,032	-	581,032
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(38,396)	(29,104)	(67,500)	(559)	23,841	23,281
Deferred Outflows Related To Pension	1,605,371	864,429	2,469,800	1,482,811	798,436	2,281,247
Misc Deferred Debits	208,031	101,998	310,029	37,751	91,912	129,662
Total Deferred Outflows of Resources	2,290,097	937,324	3,227,421	2,103,842	914,189	3,018,031
<b>Total Assets and Deferred Outflows</b>	<b>63,460,969</b>	<b>38,746,671</b>	<b>102,207,640</b>	<b>61,378,665</b>	<b>37,624,992</b>	<b>99,003,656</b>

Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of September 2021 & 2020

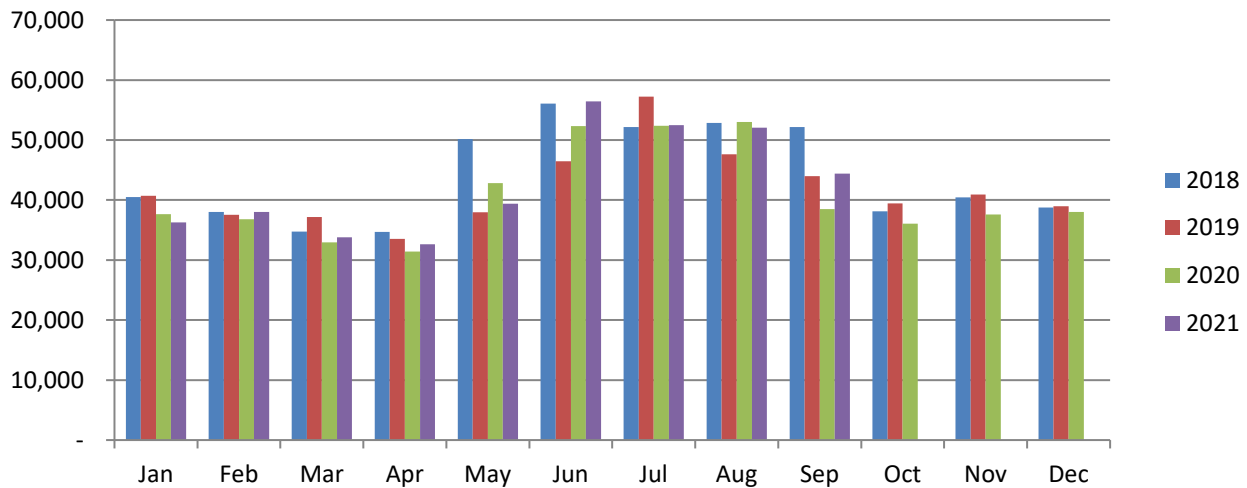
	2021			2020		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>LIABILITIES</b>						
<b>Current and Accrued Liabilities</b>						
Accounts Payable	2,125,377	-	2,125,377	2,238,707	-	2,238,707
Payables To Municipality	-	-	-	-	-	-
Customer Deposits	437,023	-	437,023	405,636	-	405,636
Taxes Accrued	748,701	711,310	1,460,012	760,892	732,320	1,493,212
Interest Accrued	17,028	-	17,028	18,799	-	18,799
Tax Collections Payable	196,087	-	196,087	186,917	-	186,917
Misc Current And Accrued Liabilities	532,159	139,208	671,367	682,586	148,402	830,988
<b>Total Current and Accrued Liabilities</b>	<b>4,056,375</b>	<b>850,519</b>	<b>4,906,894</b>	<b>4,293,537</b>	<b>880,722</b>	<b>5,174,259</b>
<b>Long Term Debt</b>						
Long Term Debt - Bonds	4,515,000	-	4,515,000	5,025,000	-	5,025,000
<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	50,751,747	35,374,613	86,126,360	48,227,515	34,337,113	82,564,628
<b>Total Proprietary Capital</b>	<b>51,782,715</b>	<b>36,173,432</b>	<b>87,956,147</b>	<b>49,258,482</b>	<b>35,135,933</b>	<b>84,394,415</b>
<b>Deferred Inflows of Resources</b>						
Customer Advance For Construction	64,201	-	64,201	79,050	-	79,050
Wholesale Rate Refund & Public Benefits	308,816	-	308,816	307,945	-	307,945
Unamortized Premium On Debt	48,728	-	48,728	55,261	-	55,261
Other Deferred Credits	2,685,135	1,722,720	4,407,856	2,359,389	1,608,337	3,967,727
<b>Total Deferred Inflows of Resources</b>	<b>3,106,879</b>	<b>1,722,720</b>	<b>4,829,600</b>	<b>2,801,645</b>	<b>1,608,337</b>	<b>4,409,983</b>
<b>Total Liabilities, Equity and Def Inflows</b>	<b>63,460,969</b>	<b>38,746,671</b>	<b>102,207,640</b>	<b>61,378,665</b>	<b>37,624,992</b>	<b>99,003,656</b>

Wisconsin Rapids Water Works and Lighting Commission  
Monthly Electric Purchases  
2018-2021

**Electric Purchases by Month (kWh)**



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



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

**9/30/2021**

INSTITUTION	FACE VALUE	FACE VALUE & ACCRUED INT	RATE/ YIELD	MATURITY DATE	DATE ACQUIRED	TYPE
<b>Local Government Investment Pool (LGIP)</b>	387,480.80	<b>387,480.80</b>	0.0500%			
<b>Prevail Bank</b>	5,169,608.39	<b>5,169,608.39</b>	0.7500%			
<b>Ehlers Investments</b>						
BERGEN COUNTY NJ	30,000.00	<b>30,331.03</b>	2.3930% *	10/15/2021	5/26/2020	NOTE
WAUWATOSA WI	150,000.00	<b>151,875.00</b>	3.0000% *	11/1/2021	5/20/2020	NOTE
MERRICK BANK CORPORATION	245,000.00	<b>245,022.82</b>	1.7220%	11/29/2021	11/22/2019	CD
MERCHANTS BANK OF INDIANA	250,000.00	<b>250,002.05</b>	0.1500%	12/29/2021	9/21/2021	CD
GOODHUE COUNTY MN ED DIST 6051	100,000.00	<b>100,125.00</b>	0.7500%	2/1/2022	12/4/2020	NOTE
TIAA, FSB	250,000.00	<b>250,780.82</b>	2.8500%	2/22/2022	2/22/2019	CD
WESTON, WI	90,000.00	<b>90,300.00</b>	4.0000% *	3/1/2022	5/20/2020	NOTE
NEW YORK STATE DORMITORY AUTHORITY	75,000.00	<b>75,375.00</b>	2.0000% *	7/1/2022	12/31/2020	NOTE
VILLAGE OF SHOREWOOD HILLS GO NOTE	15,000.00	<b>15,156.25</b>	2.5000% *	5/1/2022	12/29/2020	NOTE
PLEASANT PRAIRIE WI	50,000.00	<b>50,250.00</b>	3.0000% *	8/1/2022	5/19/2020	NOTE
MORGAN STANLEY PRIVATE BANK	250,000.00	<b>250,152.05</b>	1.8500%	9/19/2022	10/11/2019	CD
ALLY BANK	248,000.00	<b>248,066.25</b>	1.9500%	9/26/2022	9/20/2019	CD
SOUTH DAKOTA HOUSING AUTHORITY	65,000.00	<b>65,607.75</b>	2.2440% *	11/1/2022	12/29/2020	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
WELLS FARGO NATIONAL BANK WEST	248,000.00	<b>248,025.82</b>	1.9000%	1/30/2023	1/30/2020	CD
WISCONSIN STATE FINANCE AUTHORITY	70,000.00	<b>70,291.67</b>	5.0000% *	3/1/2023	12/29/2020	NOTE
WISCONSIN STATE GENERAL FUND REV BOND	210,000.00	<b>211,792.88</b>	2.0490%	5/1/2023	1/30/2020	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
CITY OF WATERFORD GO BOND	200,000.00	<b>201,900.00</b>	1.9000% *	4/1/2024	1/30/2020	NOTE
FALLBROOK (CA) PUB UTILITY DIST REV BOND	200,000.00	<b>200,121.17</b>	0.7250%	9/1/2024	1/27/2021	CD
COWETA COUNTY (GA) WATER STSTEM REV BON	300,000.00	<b>301,383.33</b>	2.0000% *	6/1/2025	6/9/2021	NOTE
CLAYTON WIS WATER SYSTEM REV BOND	250,000.00	<b>251,638.89</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
SCHWAB TREASURY INVESTMENT	1,000,000.00	<b>1,000,000.00</b>				MM
FDIC INSURED MONEY MARKET	41,793.87	<b>41,793.87</b>				MM
		<b>5,822,205.10</b>				
<b>TOTAL INVESTMENTS</b>	<b>11,359,883.06</b>	<b>11,379,294.29</b>				
<b>ACCOUNT BALANCES POST-JOURNAL ENTRY</b>						
<b>ELECTRIC UTILITY DEPRECIATION FUND</b>						
0-1261-00		4,721,272.19				
<b>ELECTRIC REVENUE BOND REDEMPTION</b>						
0-1252-00		277,513.06				
<b>WATER UTILITY DEPRECIATION FUND</b>						
2-1261-00		5,427,078.40				
<b>TAX ESCROW FUND</b>						
0-1361-00		421,318.22				
2-1361-00		394,007.31				
<b>GENERAL FUND</b>						
0-1365-00		105,963.34				
2-1365-00		32,141.78				
<b>TOTAL INVESTMENTS</b>		<b>11,379,294.29</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 2021****Cloud Backup**

The setup process has been completed and all backup jobs are running better than expected. Our data is now being stored in three separate sets. Direct backup and a copy of the direct backup are both stored on-site. With the completion of this project we now have a second copy being stored off site. We are now in a much better position if we need to recover our data.

**Cyber Security**

I have started the process of finding a multi-factor authentication solution. This project will focus on making it much harder for an outside attacker to access our internal data. With all of the hacking activity happening in recent years I feel this is a necessary security layer to protect our data. I plan to have this solution in place before the end of the year.

**AMI Communication Upgrade**

The remainder of the meter collectors should be arriving before the end of the month. I already have the cellular modems on site so the installation should move quickly.

**Projects**

1. Outage Management
2. AMI Communication Upgrade
3. Cyber Security

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 2021**

**MSDS Online Employee Training**

On October 13<sup>th</sup> and November 3<sup>rd</sup>, employee training sessions were directed by Sean Wall, MEUW Safety Director, on bar code scanning and how to navigate through the online system. The training is an OSHA requirement to allow all employees immediate access to the chemical MSDS documents, via phone or computer access, if enrolled in the MSDS On-line Portal. We will be updating the training on an annual basis to assure routine software changes and practices performed.

**Fey Publishing Onsite Visit**

This month, accompanied by Focus on Energy Advisor, we did an onsite energy assessment for their organization. A thorough walk through and assessment was administered and a recommendation directed to immediately convert their existing lighting over to LED fixtures/sensors. The Focus LED lighting program incentives may be limited in 2022, and to assure program money for their lighting conversion, it was recommended to begin immediately. Considering, the building's square footage is large, we anticipate a significant energy savings with a rapid return of investment. Also discussed, was the option to switch to a Time of Day rate. Analyses displayed slightly to switch to the rate. However, it was decided to run a new analysis when they convert to LED lighting which is in the process, due to the possibility of a new load profile.

**Aspirus Hospital Onsite Visit**

Along with a FOE Advisor we met with the hospital's Maintenance and Project Managers to discuss the Focus on Energy Program. The hospital continues to upgrade to energy efficiency equipment where it is most suitable for their practices. At this point, their electric services are on the best rate design and will remain so until any changes occur that may warrant a new analysis by the Utility. Discussions were articulated to possibly assist with a voltage recorder being placed at one of their electric service entrances, for recording and

documentation purposes for an MRI machine that has been sensitive to poor voltage at the equipment location. This has been performed a few years back by our Metering Department. However, they may need further evidence that the power and voltages entering this service panel are within Utility standards to assist with the equipment's manufacturer.

Respectfully,

*Shawn Reimer*

Key Accounts/Conservation Manager

*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, 2021****2022 Electrical Budget**

A good portion of the month was spent finalizing the electrical 2022 electrical budget and presenting it to the Commission. I am very proud of the hard work my staff put into helping prioritize the list of projects and their associated costs.

**Main Building Generator and Automatic Transfer Switch**

As you recall from last month, after the yearly WDNR inspection of the water plant, WW&LC is being required to test the main building generator under load every three months. The existing 1978 Automatic Transfer Switch (ATS) does not have the ability to test the generator under load, so we have been working with the generator manufacturer and discussing options to accomplish this request. Since the existing 2003 generator was scheduled for replacement in 2024 due to maintenance concerns, it would make financial sense to replace all of the equipment at the same time so that we would not be duplicating some of the work. The costs associated with the project are as follows:

Generator.....	\$65,000
ATS.....	\$50,000
Misc. Material/Labor.....	\$60,000

Because of the expense of the total project, we are going to ask the WDNR if it would be acceptable to test the generator once in 2022 under load and continue testing it weekly not under load, budget for the project in 2023, and replace the equipment in the spring of 2023

*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, 2021**

**2022 WW&LC Budget:** Time was spent finalizing the 2022 draft capital, and operations and maintenance budgets. This budget was approved by the Commission in October.

**Hometown Connections:** Great Lakes Utilities is an investor/owner in Hometown Connections. GLU's decision to invest in Hometown Connections was made about 3 years ago; I was against this decision. They continue to lose money each month and may not be in existence for much longer. Hometown's current CEO has decided to retire by the end of the year.

**Great Lakes Utilities:** Several GLU meetings and conference calls were attended in October. The wholesale rate increase of 4% for 2022 has been increased to 5.7% effective in November of 2021. There was an error in the original budget calculations by MPU. A few board members wanted GLU to increase cash reserves next year in case GLU issues bonds to finance the RICE project, if it receives board approval to proceed. GLU issued an RFP for energy and capacity in varying quantities and term lengths for future years. The results should be available soon. I also participated in a conference call to review and discuss the site agreement and maintenance agreement that MPU is proposing to GLU, if the RICE project happens in the future.

Jem Brown  
General Manager