



## *Water Works and Lighting Commission*

*221 16<sup>th</sup> Street S, P.O. Box 399, Wisconsin Rapids, WI 54495-0399 (715) 423-6300*

### **AGENDA**

There will be a Regular Meeting of the Water Works and Lighting Commission in the conference room on Wednesday, October 9, 2024, 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. Special Commission Meeting held September 6, 2024 at 8:00AM
  - 2.2. Special Commission Meeting held September 6, 2024 at 1:00PM
  - 2.3. Regular Commission Meeting held September 11, 2024
  - 2.4. Special Commission Meeting held September 19, 2024
3. Action items
  - 3.1. Distribution transformer selection
4. Department updates
  - 4.1. Safety Coordinator
  - 4.2. Line Superintendent
  - 4.3. Electrical Engineer
  - 4.4. Water Department Operations
  - 4.5. Information Systems Administrator
  - 4.6. Conservation Manager
  - 4.7. Customer Support Supervisor
  - 4.8. Chief Financial Officer
  - 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.*

Special Meeting of the Water Works and Lighting Commission  
Friday, September 6, 2024

**There were present:**

Commissioner John Bergin  
Commissioner Kevin Fangman  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

**1. Call to Order**

Chairperson John Bergin called the meeting to order at 8:00 AM.

**2. Consideration of adjournment into closed session under Wisconsin State Statute 19.85(c) of the Wisconsin Statutes, which reads: "...considering employment, compensation, and performance evaluation data of a public employee over which the governmental body has jurisdiction."**

Upon unanimous roll call vote the commission adjourned into closed session to conduct an interview for the position of General Manager.

**3. Return to open session**

There was a motion made by Jeff Penzkover, seconded by Kevin Fangman, and carried to return to open session. There were no nay votes recorded.

**4. Possible action taken on items discussed in closed session**

There was no formal action taken.

**5. Adjourn**

There was a motion made by John Harper, seconded by Jeff Penzkover, and carried to adjourn at 10:37 AM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

Special Meeting of the Water Works and Lighting Commission  
Friday, September 6, 2024

**There were present:**

Commissioner John Bergin  
Commissioner Kevin Fangman  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

**1. Call to Order**

Chairperson John Bergin called the meeting to order at 1:00 PM.

**2. Consideration of adjournment into closed session under Wisconsin State Statute 19.85(c) of the Wisconsin Statutes, which reads: "...considering employment, compensation, and performance evaluation data of a public employee over which the governmental body has jurisdiction."**

Upon unanimous roll call vote the commission adjourned into closed session to conduct an interview for the position of General Manager.

After all interviews were concluded the commission discussed and selected the new general manager. The commission also defined this to be a contract position, identified the salary plan for this position and determined that a new performance appraisal plan, in collaboration with the staff, would be implemented.

**3. Return to open session**

There was a motion made by Rick Merdan, seconded by Kevin Fangman, and carried to return to open session. There were no nay votes recorded.

**4. Possible action taken on items discussed in closed session**

There was a motion made by Rick Merdan, seconded by Kevin Fangman, and carried to present a contract offer as defined and outlined in closed session to their final candidate for the position of general manager. There were no nay votes recorded.

**5. Adjourn**

There was a motion made by John Harper, seconded by Jeff Penzkover, and carried to adjourn at 4:35 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

Regular Meeting of the Water Works and Lighting Commission  
Wednesday, September 11, 2024

**There were present:**

Commissioner John Bergin  
Commissioner Kevin Fangman  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

Also in attendance: Roxanne Gronski, Jeff Kuhn, Josh Elliott, Matt Stormoen, Shawn Reimer, Josh Plawman, Todd Weiler, Tyler Sneen, Lynn Schroer, and Sean Wall.

**1. Call to Order**

Chairperson John Bergin 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 August 14, 2024**

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 14, 2024, and to place them on file. No nay votes were recorded.

**3. Action items**

There were no action items.

**4.0 Department updates**

**4.1 Safety Committee Report**

The commissioners reviewed the Safety Coordinator's report and Sean Wall answered questions regarding the review process for written safety programs and training.

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

This report was reviewed. The July call-ins and pole replacements were discussed.

## **4.3 Water Department Operations Report**

This report was reviewed. Adam Breunig is out of town at a conference and in his absence, Josh Plawman answered questions regarding the August 2024 quarterly testing of disinfection byproducts that was recently completed.

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

This report was reviewed and Lynn Schroer answered questions regarding recent disconnection/reconnection activity and the policy WW&LC follows regarding heat advisories.

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

This report was reviewed and Jeff Kuhn answered questions regarding the water tower/cell phone attachment agreements. Jeff also explained the process that was used to determine the best gas fleet card program for our utility. Kwik Trip program fits our needs the best with multiple locations and is linked to a national card program that will benefit our crews when responding to mutual aid out of the area/state.

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

This report was reviewed and Matt Stormoen answered questions regarding the wireless access point replacement and data backup hardware replacement projects that he has been working on.

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

This report was reviewed and Shawn Reimer answered questions regarding the upcoming open house. This open house is scheduled for October 10, 2024, from 2PM – 5PM. This year's event will again feature activities such as bucket truck rides and pole climbing demonstrations along with new offerings such as face painting and raffle drawings.

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

This report was reviewed. Tyler Sneen answered questions regarding recent issues he found while completing a routine substation check. These issues involved

a 3000-gallon tank that was being stored there by EPS until the needed repair parts for the transformer reconditioning project arrived.

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

This report was reviewed. Todd Weiler answered questions regarding the annual meeting with GDS Associated, Inc. that he recently attended. Todd explained that under NERC Reliability Standard EOP-011-4 WW&LC will be required to submit an Emergency Operations Load Shedding Plan which he hopes to have completed by December.

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

This report was reviewed and discussed. Jeff Kuhn stated that the GLU annual meeting will be held Thursday, October 10<sup>th</sup> in LaCrosse and if any commissioners would like to attend to let us know.

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

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

#### **6. Adjourn**

There was a motion made by Rick Merdan, seconded by Kevin Fangman, 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 19, 2024

**There were present:**

Commissioner John Bergin  
Commissioner Kevin Fangman  
Commissioner John Harper  
Commissioner Rick Merdan  
Commissioner Jeff Penzkover

Also in attendance: Todd Weiler, Jeff Kuhn, Josh Elliott, Shawn Reimer, Adam Breunig, Tyler Sneen, and Mayor Matt Zacher

**1. Call to Order**

Chairperson John Bergin called the meeting to order at 9:30AM.

**2. 2025 Budget**

There was a lengthy discussion on the 2025 capital and operational budget.

After discussion and all questions answered there was a motion made by Rick Merdan, seconded by Kevin Fangman, and carried to approve the 2025 capital and operational budget as presented. No nay votes were recorded.

**3. Adjourn**

There was a motion made by Rick Merdan, seconded by Kevin Fangman, and carried to adjourn at 12:47PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary





*Water Works and Lighting Commission*

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**ACTION ITEM 3.1  
DISTRIBUTION TRANSFORMER SELECTION**

**2024 Distribution Transformers**

I am recommending the distribution transformers be ordered from **RESCO** this year for **\$453,008**.

RESCO came in well under the other two bidders and quoted ERMCO Transformers. These are what we have typically ordered in the past as they are a quality product, as well as being American made in Dyersburg, Tennessee. ERMCO typically will provide a Patronage Allocation Refund each year, which is usually around 8% cash back.  $\$453,000 \times 8\% = \$36,240.64$

Below is a breakdown of the bids we received:

Size (KVA/VRange)	Quantity	Irby (SETI Transformers)	RESCO (ERMCO Transformers)	Border States (Eaton Transformers)
25/120-240	30	\$ 354,000.00	\$ 145,650.00	\$ 395,217.30
50/120-240	7	\$ 90,650.00	\$ 40,432.00	\$ 100,589.99
75/120-208	5	\$ 175,500.00	\$ 106,260.00	\$ 123,201.10
150/120-208	3	\$ 118,200.00	\$ 72,336.00	\$ 84,120.66
300/277-480	2	\$ 86,600.00	\$ 55,998.00	\$ 60,667.40
500/277-480	1	\$ 54,900.00	\$ 32,332.00	\$ 45,858.70
Total		<b>\$ 879,850.00</b>	<b>\$ 453,008.00</b>	<b>\$ 809,655.15</b>
Made in		<b>North Korea</b>	<b>Tennessee</b>	<b>Texas</b>

Respectfully submitted,

*Tyler Sneen*

Electrical Engineer

**Wisconsin Rapids Water Works & Lighting Commission  
September 2024**

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

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## SAFETY REPORT

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### **ACCOMPLISHMENTS**

#### **1. Training**

- a. Fall Protection safety training & equipment inspections
- b. Confined Space Entry training (hands on practical non-entry rescue)

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

- a. No field inspections

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

- a. Written safety program review process will be updated to reflect Todd Weiler as new GM
  - i. Programs to be updated / changed
  - ii. We will keep annual written program review to Todd and Adam
- b. Attended Commission meeting

### **GOALS AND OBJECTIVES**

#### **1. Training**

- a. MSDSOnline / chemical safety training 10/9

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

- a. Annual facility inspection will occur in Q4 (with Jason Warren) time TBD

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

- a. Conduct Fire Extinguisher hands on demonstration for Open House / Public Power Week 10/10
- b. Attend Commission meeting
- c. Investigate any incidents



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**Line Superintendent's Report**

**September 2024**

**Work Performed**

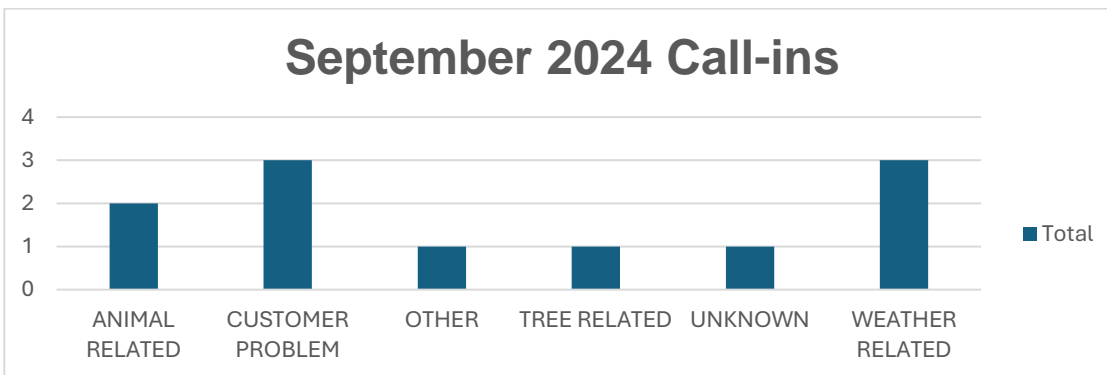
During September the Electric Department processed 13 work orders, 8 electric service orders, and 92 trouble slips.

**Other Projects**

- Continued pole replacements
- Continued tree trimming
- Worked on multiple customer projects
- Completed 2024 capital URD conversions
- Completed 2024 municipal conflicts

**After Hours Calls**

In September there were 11 after-hour call-ins.



The call for “Other” was for a traffic signal issue.

Respectfully submitted,

Josh Elliott

Electric Line Superintendent



## *Water Works and Lighting Commission*

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### **ELECTRICAL ENGINEER'S REPORT September 2024**

#### **Recloser Issue**

The recloser on 10<sup>th</sup> Avenue (1-110S) was having some issues with going through its programmed routine. Normally a recloser will open and close 3 times before going into lockout and staying open. I used my new recloser troubleshooting tester and determined that this one was only tripping open once and staying open. After conferring with our Eaton/Cooper rep, we decided that it was time to replace the 19-year-old controller. I replaced the control CPU with a spare and retested the unit. It now works as it should.

#### **SPCC Plan Update**

Spill Prevention Control and Countermeasure (SPCC) Plans are required for any facilities that store any oil-containing devices on their premises. SPCC plans are required by the EPA to be revised at least every 5 years. I originally revised and digitized our SPCC back in 2019, so it was time to revise it again. I updated the drawings and added all the new equipment that was added, including the additions to Baker Sub and Coyne Sub. This revised edition of the SPCC plan has been approved by Todd and will be distributed to each substation control building.

#### **Taking Over as Point of Contact**

I'm currently in the process of notifying our contractors and project leads that I will be taking over as point of contact for current and future projects in place of Todd. So far this has been received very well, as I am already familiar with most of them from work we've done together over the last 6 years.

#### **Schweitzer Relay Recall**

Our sales representative who supports our Schweitzer products recently sent us a notice that two of the differential relays we just installed at Baker Sub need to be sent in for a recall. According to this bulletin, there is an electrical component in the device that has been shown to fail in .8% of units. The good news is that this device wasn't in use yet, but the bad news is that it was already wired in and ready to go. This normally wouldn't be a problem, but on Schweitzer relays, there are typically around 50 control wires connected to the back of them. I notified the meter techs, who will be disconnecting the units so we can package them up and send them in.

## Well 3 PLC

The meter techs and I replaced the PLC at well 3 with a new upgraded version of what was there before. I have been trying to keep a steady pace of replacing these at a rate of one per month, and plan to replace the PLC at well 4 by next month.

*Tyler Sneen*

Electrical Engineer



*Water Works and Lighting Commission*  
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**WATER DEPARTMENT OPERATIONS REPORT**  
**September 2024**

**WATER PROJECTS**

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

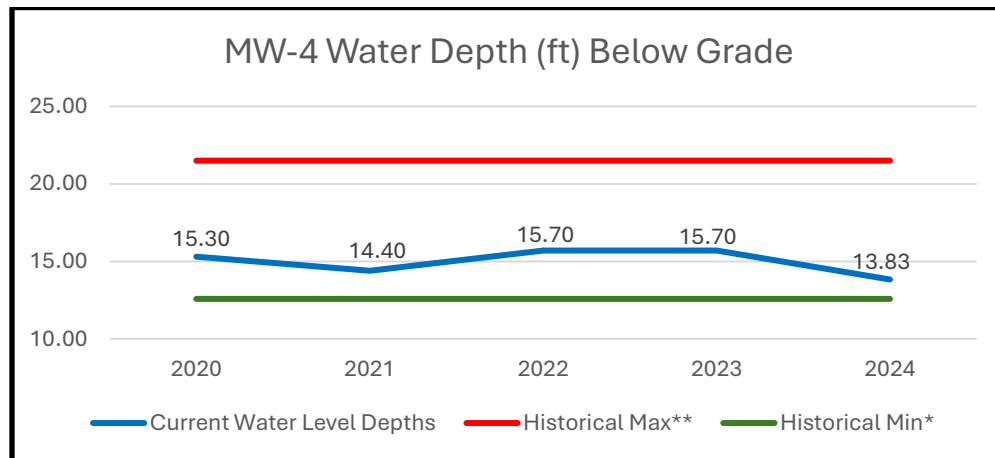
- The water department began water main construction on the Capital Improvement Project for Wylie St between 10<sup>th</sup> St N and 12<sup>th</sup> St N.
- Crews repaired an 8" CI water main break at 150 21<sup>st</sup> Ave S.
- Crews repaired a leaking 8" gate valve located at 12<sup>th</sup> St N and Baker St.
- The water department began the 3<sup>rd</sup> quarter Dead End hydrant flushing on the distribution system.

**TROUBLE CALLS**

The water meter crew responded to 25 trouble calls and private water service assessments.

**WATER DEPTHS AT MONITORING WELL (MW) 4 FOR THE LAST 5 YEARS**

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



\* Historical minimum depth below grade for MW-4 was 12'-7" on July 2<sup>nd</sup>, 2004.

\*\* Historical maximum depth below grade for MW-4 was 21'-6" on September 11<sup>th</sup>, 2009.

Sincerely,  
*Adam Breunig*  
Water Superintendent



*Water Works and Lighting Commission*

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

**INFORMATION SYSTEMS ADMINISTRATOR'S REPORT**  
**September 2024**

**Cyber Security**

On September 30<sup>th</sup> I will be working with NISC to install Microsoft Defender and Microsoft Azure Arc on one of our NISC servers for testing. Microsoft Defender is what we use as our antivirus defense. Microsoft Azure Arc is a software package that is used by our 3<sup>rd</sup> party security center to monitor system events and watch for indicators of compromise.

**Wireless Access Points**

I have installed all of the new wireless access points. These new devices include better analytics that will help me fix connectivity issues faster than I was able to with the older wireless access points.

**Data Backup Hardware**

I have received the updated quote and have placed the order for the new data backup storage server. The new server will increase the backup speed and be configured as immutable storage for better security of our backup data.

**Projects**

1. Cyber Security
2. Wireless Access Point Replacement
3. Data Backup Hardware Replacement
4. Fire Alarm Rebuild for the Filter Plant

Sincerely,

Matt Stormoen  
Information Systems Administrator



### *Water Works and Lighting Commission*

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## **Key Accounts/Conservation Manager Report September 2024**

### **Our Lady Queen of Heaven Church/School On-Site Visit**

Per request of Todd Weiler, I contacted the church to discuss assisting the church with possible Focus on Energy (FOE) program incentives available for a LED lighting project that was underway. After contacting Father Guanella, the Corporate Vice-President, it was apparent that time was of the essence to schedule an immediate on-site visit. Partnered with FOE School & Government Energy Advisor, we administered a detailed assessment and discussed the specifics of incentive money available to assist with reducing their project costs. Also recommended, after completing a load analysis of their energy usage, was to switch over to a Time of Day Rate option. This will save the church 8.5% in annual energy costs and was switched over immediately. We will continue to assist the church and lighting contractors with the FOE application process until the project is completed.

### **Under Frequency Load Shedding (UFLS) Program**

Water Works and Lighting Commission is designated as a Distribution Provider with Under-Frequency Load Shedding Capability by MISO (Midcontinent Independent System Operator). This classification requires the utility to take action if the National Bulk Electrical Grid were to deteriorate in our area. The likelihood of this event occurring in Wisconsin is extremely rare. Even though we do not foresee this event ever taking place, WW&LC wants to be transparent with our larger power customers and make them aware of this safety precaution and requirement.

In the event that the National Bulk Electrical Grid were to begin to fail in our service territory; customers in the West Industrial Park, along the Highway 54 corridor east of the city, and those surrounding Lake Wazeecha would be the first to lose power. All power would be restored once MISO declared that the crisis had ended.

I collaborated with Todd and Jeff to determine the list of key customers that were essential to notify and discuss the UFLS Program. All discussions about the



program and why it has been implemented was received well, with complete understanding of the value of its existence. Contacting these customers was a great opportunity to also discuss pending and future projects that we may possibly assist them with.

### **Customers Effected**

Large Power Customers: 9

Small Power Customers: 17

Residential Customers: 3,892

### **Key Account Customers Contacted**

**Central Storage Warehouse (WR Cold Storage)** – The UFLS Program was discussed with Joel Rasmussen (Facility Manager). Joel shared, that they will be adding equipment that would increase their load and will contact me to discuss any Focus on Energy (FOE) incentives available and/or best rate options if applicable.

**Farmland Management Biron Cranberry Marsh** – The UFLS Program was discussed with James Burhite (Regional Manager). We further discussed the Huffman road project being redesigned, and that WW&LC line crews may need to assist with power lines. He addressed his concern or a tree conflicting with the power lines of their marsh house. Josh scheduled the removal, and work was completed the following day.

**Linkone Potato** – The UFLS Program was discussed with Kevin Berg (General Manager). We also discussed future projects.

**Fey Publishing** - The UFLS Program was discussed with Marilee Evenson. Further discussions led to their recent increase in energy usage. Load profile information was discussed to investigate what piece of equipment was causing the spike. My recommendation was to have the AC units evaluated, it appears a combination of newly installed ceiling fans and HVAC issues are the cause of the higher usage.

**Golden Eagle Log Homes** – The UFLS Program was discussed with Mike Bronk (Facility Manager) and discussed low usage the past several months to note their account.

**Sorensen Cranberry** – The UFLS Program was discussed with Andy Sorenson, and follow up discussion about their recently repaired river pump.

**Wood County Highway Department** – Considering they have one large service only being exercised several times a year for black top purposes, it was not essential to notify them. Normal operation is classified as a small power service.

**Advanced Disposal** – The UFLS Program was discussed with Eric Hanson (Landfill Manager). Also, discussed was a potential project that may warrant an onsite visit to determine if FOE programs has incentives available and/or best rate option. An onsite visit will be arranged at a later date per their request.

**Village of Biron** – (Small power) I found it necessary to contact the village of Biron about the program considering they are a municipality having a fire department, lift stations and several small power services. I discussed the program with Samantha Doherty (City Clerk). We further discussed the FOE program and how we can assist the village with potential incentive money. Samantha will be contacting me with specifics on a LED lighting project to the Biron tennis court park area that is in the making.

**Aspirus Clinic** – (Small power) The UFLS Program was discussed with Adam Mancl (Facilities Manager). He may be following back to me for further specifics of the program to present to Aspirus to consider the possibility of purchasing back up generation at the clinic. He has been considering this prior to me contacting him about the UFLS Program.

**Warehousing of Wisconsin (WOW)** – Left VM on 9/16 and 9/18 (Pending).

### **Rate Change/Option Letter**

Two commercial businesses were sent a letter informing them of their increase in electric usage and how this may affect their energy charges. Load analysis have been performed, and are pending further communications to discuss rate options, or how the new rate will affect their power costs.

Respectfully,

*Shawn Reimer*

Key Accounts Manager



*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 2024**

**COLLECTIONS**

Below is the comparison of active and inactive accounts receivable in September.

<b>ALL PROVIDERS – Active Accounts</b>			
	<b><u>September, 2022</u></b>	<b><u>September, 2023</u></b>	<b><u>September, 2024</u></b>
<b>30 day</b>	239,504	226,997	213,047
<b>60 day</b>	21,432	22,167	20,091
<b>90 day</b>	4,557	6,476	6,229
<b>Current</b>	2,858,563	2,942,315	2,857,915
<b>Total Active</b>	<b>3,124,056</b>	<b>3,197,955</b>	<b>3,097,282</b>
<b>Total Inactive</b>	<b>124,725</b>	<b>81,451</b>	<b>77,649</b>
<b>Total AR</b>	<b>3,248,781</b>	<b>3,279,406</b>	<b>3,174,931</b>

September is the last full month of electric disconnections prior to the moratorium, and our past due balances are relatively low and comparable to previous years. In September, 901 disconnection phone calls and 436 text messages were sent. This resulted in 183 disconnections and 180 reconnections. We will continue electric disconnections through October 15<sup>th</sup> when the Public Service Commission fall reconnection program begins. I will have the 2024 electric disconnection totals in the October report.

**Payment Arrangements**

Twenty-seven payment arrangements were established in September. Of the 23 arrangements created in August, five were broken when the first payment was not fulfilled.

**Commercial Accounts**

Thirty-nine commercial properties were notified of their past due balance in September. One location was disconnected and reconnected.

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

We received \$1,239 from SDC in September for a 2024 total of \$48,218.

**Tax Roll**

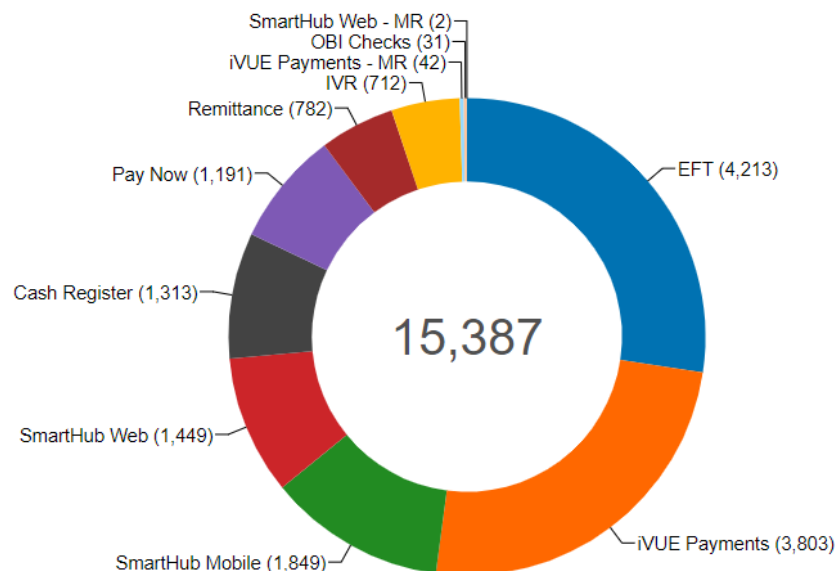
We have started to prepare for the 2024 tax roll. Letters will be sent out by October 15<sup>th</sup>. Further details will be in the October report.

## OFFICE INFORMATION

- Office staff processed two new electric services in September in addition to 171 electric and 95 water move orders. Thirty-four orders were received electronically.
- We also received 1,271 customer phone calls in September.
- Sixty-three welcome letters were sent to new customers.
- Courtney Mancl, Sara Oleson and I attended the MEUW Accounting and Customer Service Seminar on Wednesday, September 25th. Topics covered were updates from the PSC, records retention and audit requirements, a landlord and tax roll panel that I was asked to help facilitate, and a presentation on customer de-escalation.
- On September 25<sup>th</sup>, the utility had a planned power outage affecting about 250 customers in the Grand Rapids area to make some necessary repairs. A complete mapping system has been a priority of the utility in the past few years allowing us to determine customers who would be affected by the outage and notify them in advance via phone call. A map of the area was also posted on social media. This involved collaboration between engineering, operations and the office. Having this capability was not only great customer service but eliminated unnecessary calls to our call center.

## OFFICE PAYMENTS

We received 15,387 payments in September with just over 66 percent received via one of our electronic payment options.



## SOCIAL MEDIA / WEBSITE



Ten messages were posted on social media in September. Our website generated 3,606 page views.

Respectfully submitted,  
*Lynn Schroer*  
Customer Support Supervisor



*Water Works and Lighting Commission*

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## **Chief Financial Officer Report**

August 2024

### **Financial Information**

Following this report are the August interim financial statements. Through August, the electric utility had an operating income of \$1,770,578, compared to \$684,210 in 2023. Expenses are still trending in line with the budget figures. Interest income is up \$120,000 from the prior year with higher earnings on the utility's investments and a large RESCO dividend paid in 2024 (\$77,650).

For the water utility, operating income stood at \$645,736, reflecting a decline of 5.8% from the \$685,138 reported in 2023. While irrigation sales decreased in 2024 to \$187,435 from \$376,270 the previous year, sales in other customer classes showed increased revenue. The water utility also had timber sales on well-head protection land, which totaled \$61,810 through August and \$74,280 through September.

### **2025 Budget**

The month of September was largely focused on finalizing the 2025 capital and operational budgets. The proposed budget was presented to the Commission on September 19 and submitted to the City on September 24. The next phase is review by the Common Council, planned for later in October or early November.

### **Fuel Card Program Rollout**

In September, we successfully launched the fuel card program for utility vehicles. The implementation proceeded smoothly, with no issues reported during initial transactions. This initiative is expected to enhance efficiency and save time for our crews.

Respectfully Submitted,

*Jeff Kuhn*

Jeff Kuhn  
Chief Financial Officer

Wisconsin Rapids Water Works and Lighting Commission  
Cash Flow Summary  
for Month Ending September 30, 2024

	<u>Current Month</u>	<u>Year to Date</u>	<u>Prior Year to Date</u>
<b>Cash Receipts:</b>			
Utility Receipts, Net of Returns	\$ 4,075,757	\$ 33,299,204	\$ 32,446,735
Interest and Dividends	\$ 123	\$ 2,661	\$ 2,417
Transfer from Investments	\$ 35,859	\$ 2,655,818	\$ 2,600,502
ATC Dividend Payment	\$ -	\$ 441,702	\$ 424,422
<b>Total Cash Receipts</b>	<b>\$ 4,111,739</b>	<b>\$ 36,399,384</b>	<b>\$ 35,474,076</b>
<b>Disbursements</b>			
AP Payments	\$ (1,148,682)	\$ (14,100,273)	\$ (12,943,777)
GLU Power Bill	\$ (2,019,798)	\$ (15,205,771)	\$ (15,486,562)
Transfer to Investments	\$ (350,000)	\$ (2,295,000)	\$ (2,125,000)
ATC - Voluntary Capital Call		\$ (285,656)	\$ (323,417)
Sales Tax Payment	\$ (114,479)	\$ (520,631)	\$ (504,426)
Payroll	\$ (313,593)	\$ (3,359,677)	\$ (3,202,078)
Service Fees	\$ (4,988)	\$ (40,515)	\$ (39,998)
<b>Total Disbursements</b>	<b>\$ (3,951,540)</b>	<b>\$ (35,807,523)</b>	<b>\$ (34,625,257)</b>
<b>Net Cash Flow</b>	<b>\$ 160,198</b>	<b>\$ 591,861</b>	<b>\$ 848,819</b>

Wisconsin Rapids Water Works and Lighting Commission  
 Combined Utility Income Statement  
 Year to Date for Months Ending August 2024 and 2023

	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 19,967,847	\$ 2,729,377	\$ 22,697,224	\$ 19,299,576	\$ 2,794,747	\$ 22,094,323	3.5%	(2.3%)	2.7%
Other Operating Revenues	\$ 371,189	\$ 1,320,719	\$ 1,691,908	\$ 357,644	\$ 1,283,730	\$ 1,641,373	3.8%	2.9%	3.1%
<b>Total Operating Revenues</b>	<b>\$ 20,339,036</b>	<b>\$ 4,050,096</b>	<b>\$ 24,389,132</b>	<b>\$ 19,657,220</b>	<b>\$ 4,078,477</b>	<b>\$ 23,735,697</b>	<b>3.5%</b>	<b>(0.7%)</b>	<b>2.8%</b>
Operating Expenses	15,907,667	2,075,255	17,982,921	16,352,079	2,095,831	18,447,910	(2.7%)	(1.0%)	(2.5%)
Depreciation Expense	1,572,791	649,106	2,221,897	1,539,331	627,507	2,166,838	2.2%	3.4%	2.5%
Taxes Expense	1,088,000	680,000	1,768,000	1,081,600	670,000	1,751,600	0.6%	1.5%	0.9%
<b>Total Operating Expenses</b>	<b>18,568,458</b>	<b>3,404,360</b>	<b>21,972,818</b>	<b>18,973,010</b>	<b>3,393,338</b>	<b>22,366,349</b>	<b>(2.1%)</b>	<b>0.3%</b>	<b>(1.8%)</b>
<b>Operating Income (Loss)</b>	<b>\$ 1,770,578</b>	<b>\$ 645,736</b>	<b>\$ 2,416,314</b>	<b>\$ 684,210</b>	<b>\$ 685,138</b>	<b>\$ 1,369,348</b>	<b>158.8%</b>	<b>(5.8%)</b>	<b>76.5%</b>
Non-Operating Income	872,112	274,535	1,146,647	670,472	158,719	829,191	30.1%	73.0%	38.3%
Interest Charges	110,388		110,388	112,539		112,539	(1.9%)		(1.9%)
Other Non-operating Exp	228,160	70,810	298,969	241,579	70,130	311,709	(5.6%)	1.0%	(4.1%)
<b>Net Income (Loss)</b>	<b>\$ 2,304,142</b>	<b>\$ 849,461</b>	<b>\$ 3,153,603</b>	<b>\$ 1,000,564</b>	<b>\$ 773,727</b>	<b>\$ 1,774,291</b>	<b>130.3%</b>	<b>9.8%</b>	<b>77.7%</b>

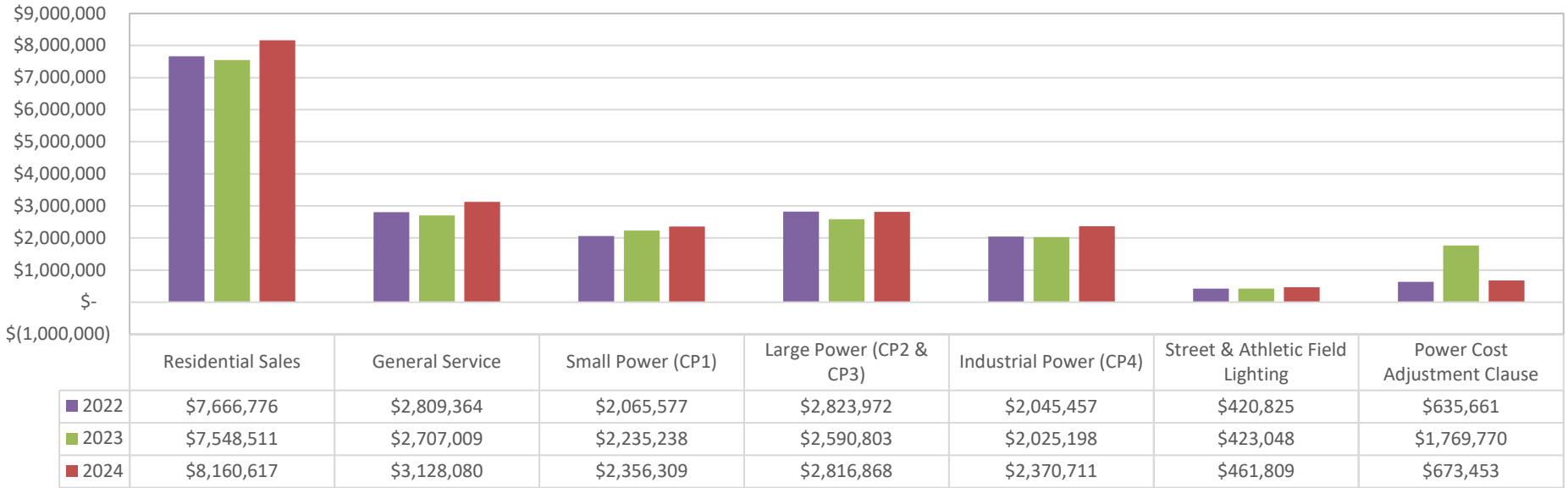
Wisconsin Rapids Water Works and Lighting Commission  
Electric Income Statement  
Year to Date for Months Ending August 2024, 2023, 2022

	Current Budget	2024 YTD	2023 YTD	2022 YTD	Remaining Budget
<b>Sales of Electricity (\$)</b>					
Residential Sales	\$ 12,671,000	\$ 8,160,617	\$ 7,548,511	\$ 7,666,776	\$ 4,510,383
General Service	\$ 4,769,000	\$ 3,128,080	\$ 2,707,009	\$ 2,809,364	\$ 1,640,920
Small Power (CP1)	\$ 3,647,000	\$ 2,356,309	\$ 2,235,238	\$ 2,065,577	\$ 1,290,691
Large Power (CP2 & CP3)	\$ 4,497,400	\$ 2,816,868	\$ 2,590,803	\$ 2,823,972	\$ 1,680,532
Industrial Power (CP4)	\$ 3,984,000	\$ 2,370,711	\$ 2,025,198	\$ 2,045,457	\$ 1,613,289
Street & Athletic Field Lighting	\$ 680,500	\$ 461,809	\$ 423,048	\$ 420,825	\$ 218,691
Power Cost Adjustment Clause	\$ 200,000	\$ 673,453	\$ 1,769,770	\$ 635,661	\$ (473,453)
<b>Total Sales of Electricity</b>	<b>\$ 30,448,900</b>	<b>\$ 19,967,847</b>	<b>\$ 19,299,576</b>	<b>\$ 18,467,632</b>	<b>\$ 10,481,053</b>
<b>Other Operating Revenues</b>					
Misc Service Revenues - Reconnect Fees	\$ 35,000	\$ 21,135	\$ 23,810	\$ 29,815	\$ 13,865
Rent From Electric Property	\$ 292,000	\$ 291,689	\$ 283,592	\$ 276,704	\$ 311
Forfeited Discounts	\$ 95,000	\$ 55,296	\$ 48,401	\$ 50,894	\$ 39,704
Other Electric Revenues	\$ 4,000	\$ 3,069	\$ 1,841	\$ 1,892	\$ 931
<b>Total Operating Revenues</b>	<b>\$ 30,874,900</b>	<b>\$ 20,339,036</b>	<b>\$ 19,657,220</b>	<b>\$ 18,826,938</b>	<b>\$ 10,535,864</b>
<b>Operating Expenses</b>					
Purchased Power Expense	\$ 20,877,524	\$ 13,383,662	\$ 13,787,935	\$ 13,487,463	\$ 7,493,862
Maintenance & Distribution Expense	\$ 1,864,200	\$ 1,168,683	\$ 1,221,935	\$ 1,200,396	\$ 695,517
Customer Accounts Expense	\$ 784,600	\$ 555,977	\$ 534,205	\$ 481,230	\$ 228,623
Advertising Expense	\$ 26,500	\$ 3,255	\$ 1,646	\$ 8,361	\$ 23,245
Administrative And General Expense	\$ 1,230,400	\$ 796,090	\$ 806,357	\$ 734,939	\$ 434,310
Depreciation Expense	\$ 2,458,000	\$ 1,572,791	\$ 1,539,331	\$ 1,542,179	\$ 885,209
Taxes Expense	\$ 1,710,000	\$ 1,088,000	\$ 1,081,600	\$ 1,072,600	\$ 622,000
<b>Total Operating Expenses</b>	<b>\$ 28,951,224</b>	<b>\$ 18,568,458</b>	<b>\$ 18,973,010</b>	<b>\$ 18,527,167</b>	<b>\$ 10,382,766</b>
<b>Operating Income</b>	<b>\$ 1,923,676</b>	<b>\$ 1,770,578</b>	<b>\$ 684,210</b>	<b>\$ 299,771</b>	<b>\$ 153,098</b>
Merchandise and Jobbing	\$ 55,000	\$ 64,322	\$ 36,417	\$ 35,000	\$ (9,322)
Interest and Dividend Income	\$ 1,050,000	\$ 700,918	\$ 580,786	\$ 438,145	\$ 349,082
Miscellaneous Non-Operating Income	\$ 160,000	\$ 106,872	\$ 53,270	\$ 150,087	\$ 53,128
<b>Total Other Income Additions</b>	<b>\$ 1,265,000</b>	<b>\$ 872,112</b>	<b>\$ 670,472</b>	<b>\$ 623,232</b>	<b>\$ 392,888</b>
Interest Charges	\$ 143,000	\$ 110,388	\$ 112,539	\$ 107,137	\$ 32,612
Other Income Deductions	\$ 185,000	\$ 228,160	\$ 241,579	\$ 251,117	\$ (43,160)
<b>Total Net Income</b>	<b>\$ 2,860,676</b>	<b>\$ 2,304,142</b>	<b>\$ 1,000,564</b>	<b>\$ 564,748</b>	<b>\$ 556,534</b>

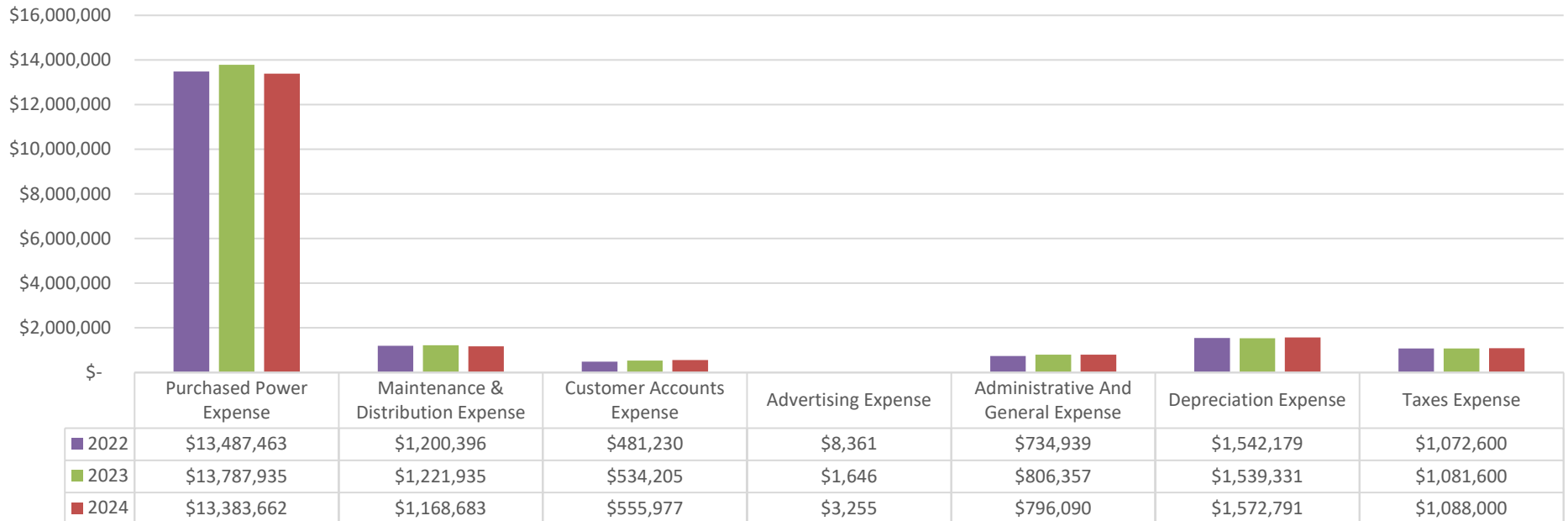


Wisconsin Rapids Water Works and Lighting Commission  
 Selected Electric Utility Financial Charts  
 Year to Date for Months Ending August 2024, 2023, 2022

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

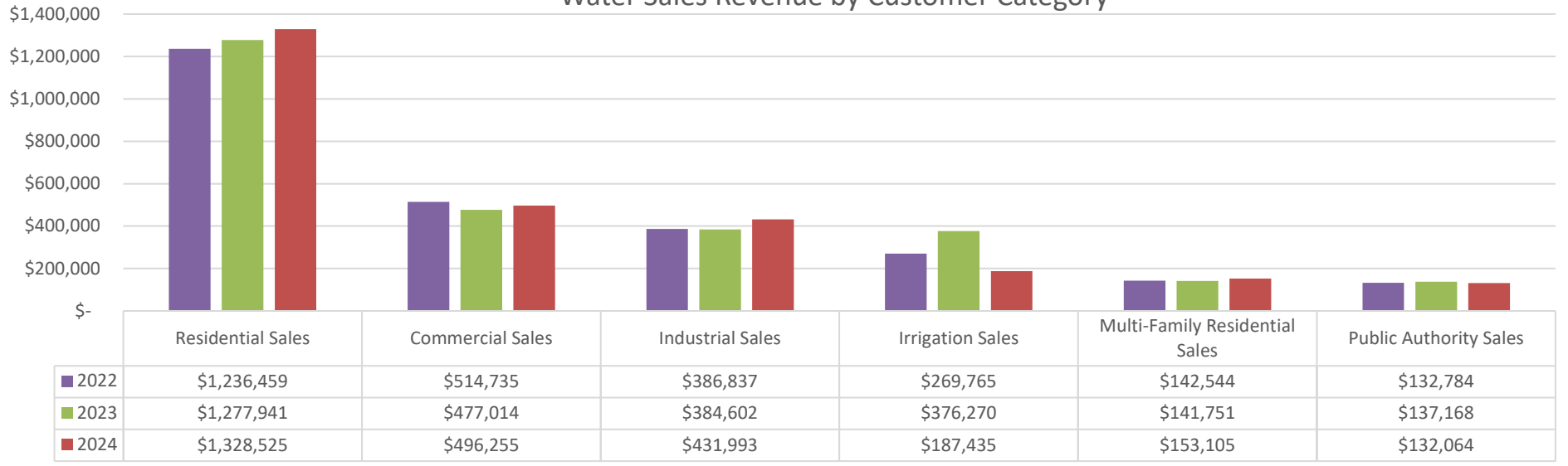


Wisconsin Rapids Water Works and Lighting Commission  
Water Income Statement  
Year to Date for Months Ending August 2024, 2023, 2022

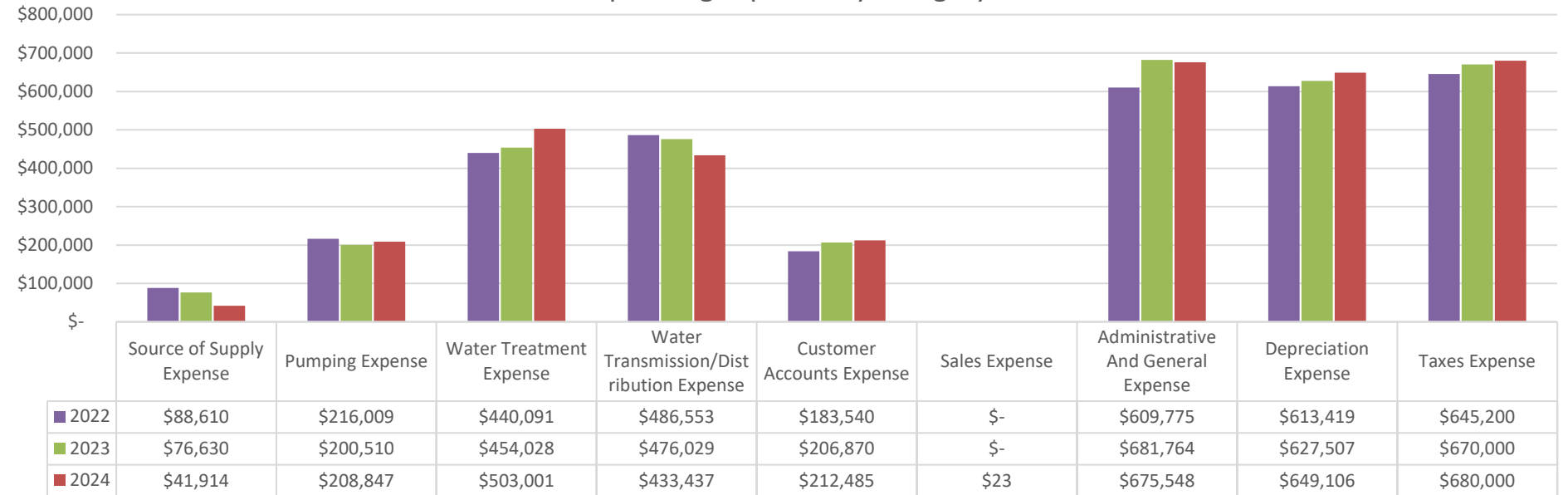
	Current Budget	2024 YTD	2023 YTD	2022 YTD	Remaining Budget
<b>Metered Sales of Water (\$)</b>					
Residential Sales	\$ 2,044,000	\$ 1,328,525	\$ 1,277,941	\$ 1,236,459	\$ 715,476
Commercial Sales	\$ 781,700	\$ 496,255	\$ 477,014	\$ 514,735	\$ 285,445
Industrial Sales	\$ 630,000	\$ 431,993	\$ 384,602	\$ 386,837	\$ 198,007
Irrigation Sales	\$ 352,000	\$ 187,435	\$ 376,270	\$ 269,765	\$ 164,565
Multi-Family Residential Sales	\$ 220,000	\$ 153,105	\$ 141,751	\$ 142,544	\$ 66,895
Public Authority Sales	\$ 210,000	\$ 132,064	\$ 137,168	\$ 132,784	\$ 77,936
<b>Total Sales of Water</b>	<b>\$ 4,237,700</b>	<b>\$ 2,729,377</b>	<b>\$ 2,794,747</b>	<b>\$ 2,683,124</b>	<b>\$ 1,508,323</b>
<b>Other Operating Revenues</b>					
Private Fire Protection	\$ 58,000	\$ 38,206	\$ 38,156	\$ 38,157	\$ 19,794
Public Fire Protection	\$ 1,392,000	\$ 934,753	\$ 866,909	\$ 855,432	\$ 457,247
Forfeited Discounts	\$ 48,000	\$ 25,470	\$ 23,941	\$ 23,071	\$ 22,530
Miscellaneous Service Revenues	\$ 2,300	\$ 1,610	\$ 1,930	\$ 1,575	\$ 690
Rent From Water Property	\$ 93,500	\$ 63,055	\$ 63,669	\$ 56,491	\$ 30,445
Other Water Revenues	\$ 95,000	\$ 257,625	\$ 289,124	\$ 236,663	\$ (162,625)
<b>Total Operating Revenues</b>	<b>\$ 5,926,500</b>	<b>\$ 4,050,096</b>	<b>\$ 4,078,477</b>	<b>\$ 3,894,512</b>	<b>\$ 1,876,404</b>
<b>Operating Expenses</b>					
Source of Supply Expense	\$ 122,900	\$ 41,914	\$ 76,630	\$ 88,610	\$ 80,986
Pumping Expense	\$ 321,600	\$ 208,847	\$ 200,510	\$ 216,009	\$ 112,753
Water Treatment Expense	\$ 786,500	\$ 503,001	\$ 454,028	\$ 440,091	\$ 283,499
Water Transmission/Distribution Expense	\$ 847,400	\$ 433,437	\$ 476,029	\$ 486,553	\$ 413,963
Customer Accounts Expense	\$ 172,900	\$ 212,485	\$ 206,870	\$ 183,540	\$ (39,585)
Sales Expense	\$ 1,000	\$ 23	\$ -	\$ -	\$ 977
Administrative And General Expense	\$ 1,034,900	\$ 675,548	\$ 681,764	\$ 609,775	\$ 359,352
Depreciation Expense	\$ 950,700	\$ 649,106	\$ 627,507	\$ 613,419	\$ 301,594
Taxes Expense	\$ 1,090,000	\$ 680,000	\$ 670,000	\$ 645,200	\$ 410,000
<b>Total Operating Expenses</b>	<b>\$ 5,327,900</b>	<b>\$ 3,404,360</b>	<b>\$ 3,393,338</b>	<b>\$ 3,283,197</b>	<b>\$ 1,923,540</b>
<b>Operating Income</b>	<b>\$ 598,600</b>	<b>\$ 645,736</b>	<b>\$ 685,138</b>	<b>\$ 611,315</b>	<b>\$ (47,136)</b>
Merchandise and Jobbing	\$ 2,000	\$ (1,029)	\$ (2,739)	\$ 1,076	\$ 3,029
Interest and Dividend Income	\$ 255,000	\$ 206,751	\$ 150,874	\$ 53,360	\$ 48,249
Miscellaneous Non-operating Income	\$ 52,000	\$ 68,814	\$ 10,584	\$ 7,175	\$ (16,814)
<b>Total Other Income Additions</b>	<b>\$ 309,000</b>	<b>\$ 274,535</b>	<b>\$ 158,719</b>	<b>\$ 61,611</b>	<b>\$ 34,465</b>
Other Income Deductions	\$ 93,000	\$ 70,810	\$ 70,130	\$ 65,567	\$ 22,190
<b>Total Net Income</b>	<b>\$ 814,600</b>	<b>\$ 849,461</b>	<b>\$ 773,727</b>	<b>\$ 607,359</b>	<b>\$ (34,861)</b>

Wisconsin Rapids Water Works and Lighting Commission  
 Selected Water Utility Financial Charts  
 Year to Date for Months Ending August 2024, 2023, 2022

Water Sales Revenue by Customer Category



Water Operating Expense by Category



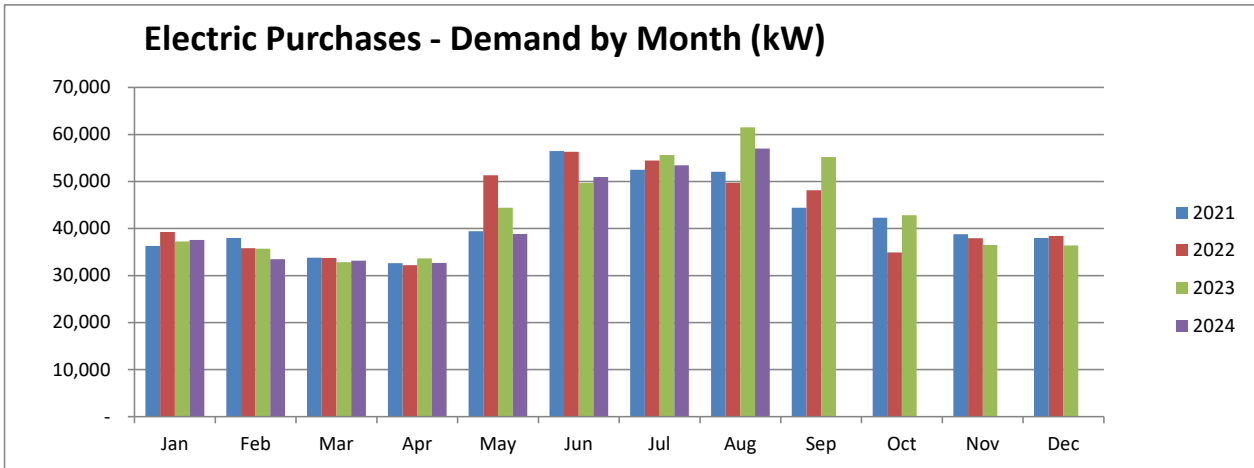
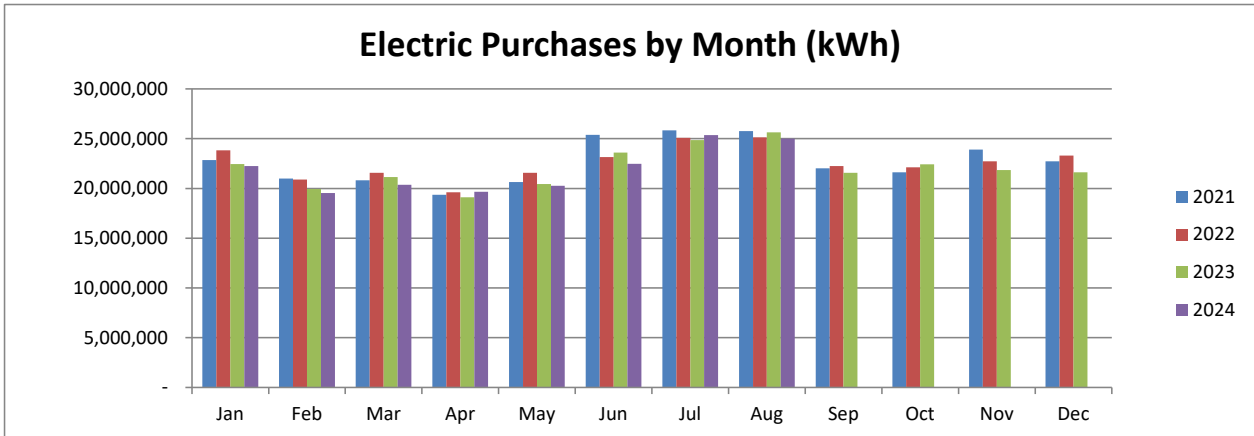
Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of August 2024 & 2023

	2024			2023		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>ASSETS</b>						
<b>Utility Plant</b>						
Utility Plant in Service	71,241,998	49,920,282	121,162,280	68,366,171	48,933,905	117,300,076
Utility Plant in Service - Common	8,211,851	2,933,712	11,145,563	7,993,186	2,800,333	10,793,519
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	4,807,429	1,103,406	5,910,834	2,914,456	704,195	3,618,651
<b>Total Utility Plant</b>	<b>84,261,777</b>	<b>54,061,655</b>	<b>138,323,432</b>	<b>79,274,313</b>	<b>52,542,688</b>	<b>131,817,001</b>
<b>Less: Accumulated Depreciation</b>						
Accumulated Depreciation	(32,425,880)	(20,592,324)	(53,018,204)	(30,817,987)	(19,751,861)	(50,569,847)
Accumulated Depreciation - Common	(6,841,101)	(2,087,248)	(8,928,349)	(6,342,212)	(1,930,301)	(8,272,513)
<b>Total Accumulated Depreciation</b>	<b>(39,266,980)</b>	<b>(22,679,572)</b>	<b>(61,946,552)</b>	<b>(37,160,199)</b>	<b>(21,682,162)</b>	<b>(58,842,361)</b>
<b>Net Utility Plant</b>	<b>44,994,797</b>	<b>31,382,083</b>	<b>76,376,880</b>	<b>42,114,114</b>	<b>30,860,526</b>	<b>72,974,640</b>
<b>Current and Accrued Assets</b>						
Cash	115,901	1,596,025	1,711,925	617,386	1,079,526	1,696,912
Working Funds	690	-	690	940	-	940
Rate Stabilization Deposit	535,489	-	535,489	-	-	-
Temporary Cash Investments	661,746	451,994	1,113,740	467,246	439,288	906,534
Customer Accounts Receivable	3,714,014	731,629	4,445,643	3,729,082	715,565	4,444,646
Other Accounts Receivable	149,443	402,072	551,515	94,724	379,513	474,238
Receivable From Municipality	14,429	-	14,429	17,884	-	17,884
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	357,856	357,856	-	350,174	350,174
Due To (From) Municipality	4,787	4,037	8,823	1,084	33,600	34,684
Plant Materials & Supplies	1,947,003	481,514	2,428,517	2,191,396	667,677	2,859,073
Stores Expense	(41,145)	(94,183)	(135,327)	(70,414)	(36,693)	(107,107)
Prepayments	182,113	32,289	214,402	176,909	29,513	206,422
Interest Receivable	-	-	-	-	-	-
<b>Total Current and Accrued Assets</b>	<b>7,784,469</b>	<b>3,963,232</b>	<b>11,747,702</b>	<b>7,726,237</b>	<b>3,658,163</b>	<b>11,384,400</b>
<b>Other Investments</b>						
Depreciation Fund	5,524,537	6,198,246	11,722,783	5,044,514	5,465,924	10,510,438
Other Investments	9,857,941	-	9,857,941	9,278,667	-	9,278,667
Other Special Funds	303,263	3,280	306,543	290,462	3,280	293,742
<b>Total Other Investments</b>	<b>15,685,741</b>	<b>6,201,526</b>	<b>21,887,267</b>	<b>14,613,642</b>	<b>5,469,204</b>	<b>20,082,846</b>
<b>Deferred outflows of Resources</b>						
Unamortized Debt Disc & Expense	311,765	-	311,765	380,514	-	380,514
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(12,113)	4,062	(8,052)	(35,957)	(34,219)	(70,176)
Deferred Outflows Related To Pension	2,703,917	1,598,136	4,302,053	3,304,963	1,911,567	5,216,530
Misc Deferred Debits	175,390	140,181	315,571	210,442	126,032	336,475
<b>Total Deferred Outflows of Resources</b>	<b>3,181,767</b>	<b>1,742,379</b>	<b>4,924,145</b>	<b>3,862,770</b>	<b>2,003,381</b>	<b>5,866,151</b>
<b>Total Assets and Deferred Outflows</b>	<b>71,646,774</b>	<b>43,289,220</b>	<b>114,935,994</b>	<b>68,316,764</b>	<b>41,991,273</b>	<b>110,308,038</b>

Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of August 2024 & 2023

	2024			2023		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>LIABILITIES</b>						
<b>Current and Accrued Liabilities</b>						
Accounts Payable	2,679,851	-	2,679,851	2,813,574	-	2,813,574
Payables To Municipality	-	-	-	-	136	136
Customer Deposits	630,452	-	630,452	426,829	-	426,829
Taxes Accrued	668,846	687,820	1,356,666	681,134	678,339	1,359,473
Interest Accrued	38,949	-	38,949	57,408	-	57,408
Tax Collections Payable	249,041	-	249,041	212,912	-	212,912
Misc Current And Accrued Liabilities	1,516,034	761,224	2,277,258	1,660,266	846,355	2,506,620
<b>Total Current and Accrued Liabilities</b>	<b>5,783,173</b>	<b>1,449,044</b>	<b>7,232,217</b>	<b>5,852,123</b>	<b>1,524,829</b>	<b>7,376,952</b>
<b>Long Term Debt</b>						
Long Term Debt - Bonds	2,915,000	-	2,915,000	3,460,000	-	3,460,000
<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	58,717,675	39,319,332	98,037,007	54,666,158	37,854,127	92,520,285
<b>Total Proprietary Capital</b>	<b>59,748,642</b>	<b>40,118,151</b>	<b>99,866,793</b>	<b>55,697,125</b>	<b>38,652,946</b>	<b>94,350,072</b>
<b>Deferred Inflows of Resources</b>						
Customer Advance For Construction	301,671	-	301,671	109,181	-	109,181
Wholesale Rate Refund & Public Benefits	297,586	-	297,586	297,298	-	297,298
Unamortized Premium On Debt	29,673	-	29,673	36,206	-	36,206
Other Deferred Credits	2,571,029	1,722,025	4,293,054	2,864,832	1,813,498	4,678,330
<b>Total Deferred Inflows of Resources</b>	<b>3,199,959</b>	<b>1,722,025</b>	<b>4,921,984</b>	<b>3,307,517</b>	<b>1,813,498</b>	<b>5,121,014</b>
<b>Total Liabilities, Equity and Def Inflows</b>	<b>71,646,774</b>	<b>43,289,220</b>	<b>114,935,994</b>	<b>68,316,764</b>	<b>41,991,273</b>	<b>110,308,038</b>

Wisconsin Rapids Water Works and Lighting Commission  
 Monthly Electric Purchases  
 2021-2024





*Water Works and Lighting Commission*

*221 16<sup>th</sup> Street S, P.O. Box 399, Wisconsin Rapids, WI 54495-0399 (715) 423-6300*

**GENERAL MANAGER'S REPORT  
September, 2024**

**WW&LC 2025 Capital and Operational Budget Meeting**

I would like to thank Jeff and the rest of our staff who helped prepare the 2025 WW&LC Capital and Operational Budget which was reviewed and approved by our Commission on September 19<sup>th</sup>.

**ATC Annual Meeting**

American Transmission Company (ATC) held its annual meeting on September 17<sup>th</sup>. Exact information presented is Confidential and Proprietary to ATC Shareholders, but of interest to us and the Commission is that in previous years shareholder earnings were higher than shareholder contributions making ATC one of our best investments. However, that trend is projected to flip over the next 3 years before returning to what we have seen in the past. I would still recommend we continue to fund these capital calls in order to retain our current percent ownership in ATC. Many of the capital projects over the next 5 years are rebuilds of current ATC lines in Central Wisconsin which will add even more stability in our area.

**WW&LC/CWPCo Meeting**

Jeff and I met with Marty Burkhardt and Rachel Reinwand of Consolidated Water Power Company (CWPCo) on September 24<sup>th</sup>. It was a very productive meeting and many topics were discussed including safety, service territory, power supply contracts, and other synergies between our 2 companies. We look forward to working more closely with them in the future.

**Thank You**

I would like to thank the Commission for this opportunity to serve as the General Manager of WW&LC. I look forward to leading this model utility and our exceptional staff in the years to come.

*Todd Weiler, P.E.*  
General Manager