



Water Works and Lighting Commission

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

AGENDA

There will be a Regular Meeting of the Water Works and Lighting Commission in the conference room on Wednesday, October 14, 2020 at 1:00 PM. Due to COVID-19 restrictions the meeting will not be open to the public for attendance in person. If you would like to join the meeting remotely via audio conference, please use the information listed below. Long distance charges may apply.

Dial in number: +1 301 715 8592 US (Germantown) **or** +1 312 626 6799 US (Chicago)
Meeting ID: 986 4246 9639
Passcode: 162691

Listed below is the agenda for this meeting.

1. Call to order
2. Approval, additions or corrections to the minutes of the following meetings
 - 2.1. Regular Commission Meeting held September 9, 2020
 - 2.2. Special Commission Meeting held October 2, 2020
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, September 9, 2020

There were present:

Commissioner Scott Kellogg
Commissioner Tom Nowak
Commissioner Rick Merdan by audio conference

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

1. Call to Order

Chairman Tom Nowak called the meeting to order at 1:00 PM. Commissioners John Harper and John Bergin were excused from today's meeting.

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

2.1 Regular Commission Meeting held August 12, 2020

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to approve the minutes of the Regular Commission Meeting held August 12, 2020 and to place them on file. There were no nay votes recorded.

3. Action items

There were no action items.

4. Department Updates

4.1 Safety Committee Report

The safety committee report was reviewed. MEUW safety coordinator Sean Wall explained the Lock Out Tag Out (LOTO) program and the upcoming Confined Space Entry training that will take place in September.

4.2 Line Superintendent's Report

This report was reviewed and weather-related outages were discussed.

4.3 Water Department Operations Report

This report was reviewed and August water projects were discussed.

4.4 Customer Support Supervisor's Report

This report was reviewed and the recent decision by the Public Service Commission (PSC) to continue the moratorium on utility residential customer disconnects was discussed.

4.5 Director of Finance's Report

This report was reviewed and the recently received FEMA payment was discussed. Jeff Kuhn also stated that a hearing on the electric rate case was completed in August and that we should receive the final decision in September, which would allow the rates to be effective as of October 1.

4.6 Information System's Administrator's Report

This report was reviewed and the converting of transformer information into the NISC software platform was discussed.

4.7 Conservation Manager's Report

This report was reviewed and discussed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and the APPA RP3 application was discussed. This application addresses numerous topics including reliability, safety, development, and improvement for our utility. WW&LC has applied and received this award since 2011.

4.9 General Manager's Report

This report was reviewed and the recent MEUW Board meeting was discussed. Jem stated that the Board discussed a draft budget for 2021 which included an increase in membership dues.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Scott Kellogg, seconded by Rick Merdan, and carried to adjourn at 1:40 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

Special Meeting of the Water Works and Lighting Commission Friday, October 2, 2020

There were present:

Commissioner John Harper by audio conference
Commissioner Scott Kellogg
Commissioner Tom Nowak
Commissioner Rick Merdan by audio conference

Also present: Jem Brown, Jeff Kuhn, Josh Elliott, Dale Scheunemann, and Todd Weiler by audio conference

1. Call to Order

Chairperson Tom Nowak called the meeting to order at 9:00 AM. Commissioners John Bergin was excused from today's meeting.

2. Discuss 2020 budget

WW&LC is requesting budgetary additions for 2 items in the 2020 capital budget. The request would be for an additional \$175,000 for the Baker Substation additions and an additional \$150,000 for the pole replacement project.

The Baker Substation project which is a joint project between the American Transmission Company (ATC) and WW&LC was initially budgeted at \$750,000. Since the project is primarily driven by ATC who is investing \$11,897,322 in improvements of their equipment, the timetable of the project has been dictated by them. Work that was originally going to conclude in March of 2021 will now be complete by December of 2020. Unfortunately, This requires WW&LC to complete portions of the project by December instead of March of 2021. The 5 year capital budget plan initially had \$400,000 in 2021 to finish the Baker Substation Project, allocating the \$175,000 this year, allows it to be removed from the 2021 budget.

Also, this year the line crew was allocated \$500,000 to replace old utility poles. As of this year 150 poles have been replaced but the majority of the funds allocated have been used up. Without the allocation of additional funds the majority of the remaining 3 months will be spent tree trimming. Todd Weiler and Josh Elliott are requesting an additional \$150,000 which would allow the crews to equally split their time between tree trimming and pole replacement over the next 3 months.

There was a motion made by Scott Kellogg, seconded by John Harper, and carried to adjust the 2020 capital budget by \$175,000 for completion of the Baker Substation project and \$150,000 for pole replacement. No nay votes were recorded.

3. Discuss bottled water program

Our bottled water program which began in early 2006 has grown and our costs have increased significantly. In 2019 the cost to produce a case increased to \$10.99 per case. In comparison to our cost of \$10.99 per case you can locally purchase bottled water ranging from \$2.00 per case to \$2.50 a case.

Bottled water has always been an ecological concern with an estimated 70.9% ending up in a landfill. It is estimated that due to the PET used in plastic water bottles that it could take upwards of 450 years for them to decompose.

Water Superintendent Dale Scheunemann stated that based on the cost of this program and the environmental impact we would like to eliminate this program and allocate these funds to be donated to worthwhile charities in our local community.

After discussion and based upon the cost of this program and environmental impact, there was a motion made by Rick Merdan, seconded by John Harper, and carried to discontinue the bottled water program and to develop guidelines for donations to community charities. No nay votes were recorded.

4. Consideration of adjournment into closed session under Section 19.85(1)(f) of the Wisconsin Statutes, which reads: "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or investigation of charges against specific persons except where par. (b) applies which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations." – Accounts written off.

Upon unanimous roll call vote, the committee voted to go into closed session to discuss accounts written off.

5. Return to open session

There was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to return to open session. No nay votes were recorded.

6. Possible action taken on items discussed in closed session

After discussion there was a motion made by Rick Merdan, seconded by Scott Kellogg, and carried to write off \$99,887.55 from 353 electric accounts and to start further collection efforts. No nay votes were recorded.

7. Adjourn

There was a motion made by Scott Kellogg, seconded by John Harper, and carried to adjourn at 9:55 PM.

Respectfully submitted,

Secretary, Rick Merdan

SAFETY COMMITTEE MEETING MINUTES FOR OCTOBER 7, 2020

Discussion with: Dale Scheunemann, Adam Breunig, Justin Armagost, Tyler Sneen, Beth Knobeck, Jason Warren, Randy Rosicky, Robert Nash, Josh Elliott, and Sean Wall

OLD BUSINESS

There was no old business.

NEW BUSINESS

Justin Armagost asked if the truck inspection form could be installed on the computer system and loaded onto the iPad or phones. Sean Wall will talk with Matt Stormoen about this option if available.

There was a lengthy discussion about the confined space safety program that was reviewed. In the discussion Sean Wall relayed the importance of keeping the air monitor at the lowest level in the confined space for more accurate monitoring. After review, there were no changes needed to this program.

There were no other new items at this time.

SAFETY TOPIC

Sean Wall informed the committee that soon SDS (safety data sheets) will be available on the iPad and phones. This will allow easy access to this information and have the ability to add products which will keep the information up to date and accurate.

The Safety Committee meeting ended at 7:50 AM.



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

Wisconsin Rapids Water Works & Lighting Commission

September 2020

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

SAFETY REPORT

ACCOMPLISHMENTS

1. **Training**
 - a. Dean Bushmaker forklift certification
 - b. Confined Space Entry / Non-Entry rescue hands on training (Water) 9/22
2. **Audits/Inspections**
 - a. Facility inspection with Jason Warren / Dale S.
3. **Compliance/Risk Management**
 - a. Attended Safety Committee meeting
 - b. Attended Commission meetings
 - c. Completed DSPS audit / inspection process (report attached)

GOALS AND OBJECTIVES

1. **Training**
 - a. Fall Protection training / documented equipment inspections (1 class per dept.)
2. **Audits/Inspections**
 - a. No audits / inspections planned
3. **Compliance/Risk Management**
 - a. Attend Commission meeting
 - b. Meeting with Dale to take pictures and assemble Confined Space Hazard Assessments (including index / list of all spaces)



Wisconsin Rapids Water Works & Lighting Commission

September 2020

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

DSPS AUDIT / INSPECTION REPORT

Wisconsin Rapids Water Works & Lighting Commission was visited by the Department of Safety and Professional Services (DSPS) on September 9th to perform an audit of the Water department, specifically focusing on DSPS injury reporting / DSPS 10710 form, safety programs, safety training, documentation for each, and requested a tour of the facility. We were thankfully notified of this inspection 1 full week before, which allowed us to ensure everything was taken care of. Jason Warren, Dale S., and I did a facility inspection on September 2nd, noting some potential improvements that we could make before the audit date.

The audit started promptly at 9:30 am. The following is a step by step breakdown of the audit / inspection:

- Shannon Resheske was brought in to review the DSPS 10710 reports. These reports are completed annually to document any serious injuries (i.e. Recordables, Lost Time incidents). Shannon had all reports from the last 3 years prepared and ready. The auditor only reviewed 2019. She was satisfied with the report.
- The auditor moved on to the safety program / program process we have in place. She was very pleased to see programs (something she was not really used to seeing in other facilities she has audited). We have 11 safety programs in place, which we review monthly during Safety Committee meetings. She paged through each program, asking questions regarding instructions / tasks / procedures of each. Dale and I answered all questions. There were 2 recommendations from this part of the audit:
 - o Ensure we have an accurate inventory of all confined spaces our crew enters.
 - I am currently working with Dale to not only get an accurate inventory of our confined spaces, but to also have hazard assessments completed for each of those spaces.
 - o When doing Lockout / Tagout training, have applicable employees demonstrate how to properly lock out a piece of equipment.
 - I will be doing this as a part of facility inspections moving forward.
- The auditor then moved on to training records. I showed her that I have them saved electronically on my laptop, as well as keeping all hard copies filed in the back-conference room. She reviewed several training records and was satisfied with what she saw.
- We then went on a tour of the Water Filter Plant, as well as the Water department side of the garage. She noted PPE available to employees and asked several questions about the facility...each of which was answered by Jason and Dale. She was impressed with how neat / clean / organized the facility looked.

Overall, the only things she found were the 2 recommendations she noted when reviewing the safety programs. This is a great show of how well the safety programs / training / documentation are handled, as well as a tip of the hat to Jason Warren and the job done to keep the facility looking the way it does.

Thank you



Water Works and Lighting Commission

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

LINE SUPERINTENDENT'S REPORT September 2020

Work Performed

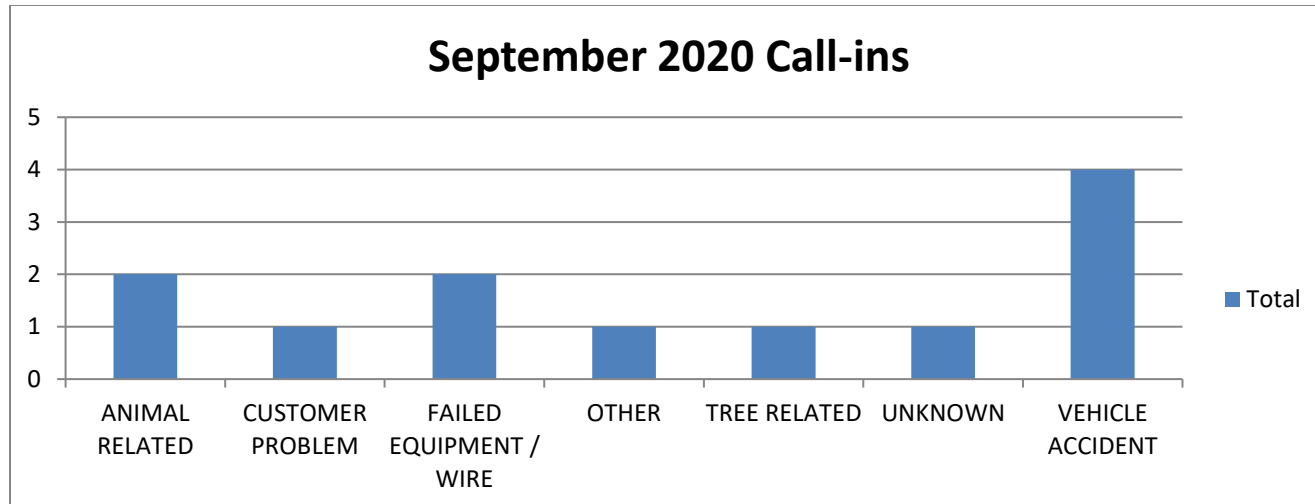
During September the Electric Department processed 25 work orders, 20 electric service orders, and 54 trouble slips.

Other Projects

- Continued replacement of older wooden poles
- Continued 2020 URD conversion work
- Completed work on Washington Street URD extension
- Continued tree trimming
- Continued work on 2021 Capital budget

After Hours Calls

In September there were 12 after hour call-outs.



The call-ins for failed equipment were for 1 failed arrestor and 1 failed cable termination.

Respectfully submitted,

Josh Elliott
Electric Line Superintendent



Water Works and Lighting Commission

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

**WATER DEPARTMENT OPERATIONS REPORT
September 2020**

WATER PROJECT

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

- ❖ Crews repaired a leaking water service at 510 19th Avenue South.
- ❖ Crews installed a 1 ½" curb valve on the service line to the Centralia Dam.
- ❖ Crews replaced 10 feet of 4" water main, which was leaking and in bad shape at 2nd Avenue South and Hurley.
- ❖ Crews repaired a fire hydrant which had been hit by a vehicle.
- ❖ Crews repacked the leaking valve at 1st Street North and Apricot.

TROUBLE CALLS

The following paperwork was processed by the water department in September:

- 9 – Meter trouble slips
- 3 – Disconnects
- 2 – Reconnects

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

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

2020 – 15'3"	2018 – 15'3"	2016 – 15'7"
2019 – 14'8"	2017 – 15'6"	

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 16th Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300

**CUSTOMER SUPPORT SUPERVISOR'S REPORT
SEPTEMBER 2020****COLLECTIONS**

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

ALL PROVIDERS – Active Accounts			
	<u>September, 2018</u>	<u>September, 2019</u>	<u>September, 2020</u>
30 day	\$280,709.77	\$213,958.13	\$290,549.53
60 day	\$64,300.98	\$43,165.54	\$142,559.73
90 day	\$20,577.54	\$22,025.61	\$249,979.90
Current	\$2,532,461.74	\$2,070,597.41	\$2,696,267.22
Total Active	\$2,898,050.03	\$2,349,746.69	\$3,379,356.38
Total Inactive	\$206,973.93	\$260,892.42	\$229,325.83
Total AR	\$3,105,023.96	\$2,610,639.11	\$3,608,682.21

On September 17th at the regular meeting for the Public Service Commission of Wisconsin (PSC), the commissioners again voted 2-1 to continue the moratorium on utility residential customer disconnections until November 1, 2020. This decision means we will not be allowed to disconnect residential customers until April 15, 2021 because the cold-weather moratorium goes into effect on November 1st. Our 90 day past due number is at an all-time high with our collection process suspended. The PSC again requested utilities to submit residential and commercial past due information for September and requested our plans for water disconnection during the moratorium. The PSC will meet again to decide if utilities are able to move ahead with water disconnection at their October 22nd meeting.

In September five new deferred payment arrangements (DPA) were set up for our residential customers. In addition, 34 reminder letters were sent to customers outlining their current bill with their DPA.

Thirty-four commercial accounts were tagged for pending disconnection in September. All customers either paid their past due or made a payment arrangement.

We collected \$1,947 of revenue through the Tax Refund Interception Program for a 2020 total of \$47,553.

NEW CUSTOMER ORDERS

The office staff processed eight new electric customers in September. In addition, 244 electric and 118 water move orders were processed. Eighteen of these orders were submitted electronically. In addition, 16 new customers welcome letters were sent.

CUSTOMER PHONE CALLS

In September our office answered over 2,000 customer phone calls. The average call lasted approximately 2 ½ minutes and was answered in approximately 7 ½ seconds.

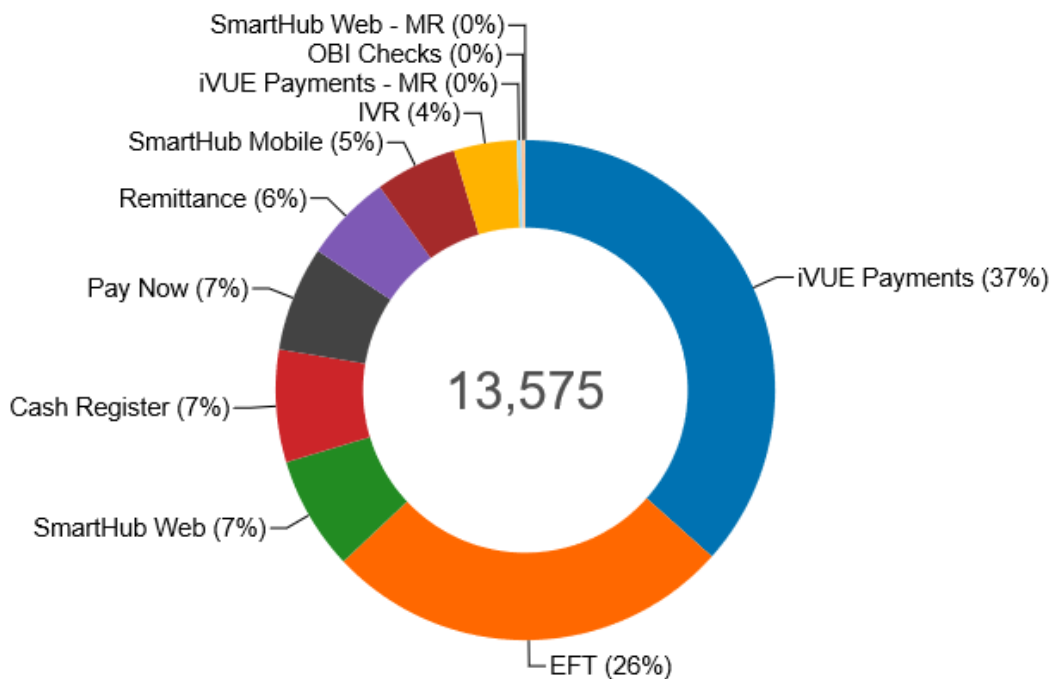
OFFICE NEWS

On September 22, Jeff, Joanna and I participated in the virtual MEUW Accounting & Customer Service Seminar via zoom conference. Topics discussed were updates from the PSC, FEMA disaster recovery, and a guest speaker with tips on managing Covid-19 both at work and at home.

Also in September, we prepared a packet of information for the Wisconsin Rapids Area Rental Property Owners Association meeting. Their chairperson presented the packet outlining information to enhance communication between the utility, the landlords, and their tenants. We received positive feedback and encouraged the association members to continue to call our office with any questions they may have, as communication is vital if there are issues with tenant accounts.

OFFICE PAYMENTS

Payments for September totaled 13,575. Ivue and cash register payments represent mail, drop boxes, and payments received from our pay stations. This payment option continues to be the favorite for the majority of our customers although 55 percent of our payments were received via one of our many automatic payment options.



SOCIAL MEDIA AND WEBSITE ANALYTICS



We posted five messages on social media generating 5,167 views on Facebook and 1,409 impressions (total amount of times people viewed a tweet) on Twitter.

Respectfully submitted,
Lynn Schroer
Customer Support Supervisor

*Water Works and Lighting Commission**221 16th Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300***Director of Finance Report****September 2020****Financial Reports**

Included in this month's packet are the August's 2020 draft financial statements. Both the electric and water utilities had a strong August, with electric showing a net income of \$690,419 through August 31, and water having a \$775,246 net income for the first eight months.

The electric utility has slightly lower electricity sales of about 2% for the year. Residential sales are higher, but large commercial customers are lower. However, with the lower purchased power expense (\$550,000 lower for 2021 compared to 2020) more than offsets the decrease in total sales.

The water utility continues to have better revenue from each customer class compared to 2019, with total sales of water revenue up nearly 14%. Operating expenses are up slightly from 2019. Customer accounts expense is higher than the budget amount. As a part of the year end closing, a portion of the customer accounts expense is allocated to the City's sewer department as a charge for acting as the billing agent. According to PSC accounting rules, this amount is considered a reduction in expenses and not as revenue.

Electric Rate Case

The final decision for the electric rate case was signed and served to the utility on September 15, 2020, with the new rates effective as of October 1, 2020. There were several tariff changes, such as adding a distribution demand to CP1 (small commercial) customers and only having one option for residential time of day customers. All affected customers were notified of these changes.

2021 Budget

A considerable amount of time was spent in September preparing the annual capital and operating budget. We will be presenting this information to the Commission later in October before it is presented to the City's Property and Finance Committee and ultimately approved by the City Council in November.

Jeff Kuhn
Director of Finance

Wisconsin Rapids Water Works and Lighting Commission
Cash Flow Summary
for Month Ending September 30, 2020

	<u>Current Month</u>	<u>Year to Date</u>
Cash Receipts:		
Utility Receipts	\$ 3,020,887	\$ 29,002,895
Interest and Dividends	\$ 87	\$ 2,904
Transfer from Investments	\$ 56,959	\$ 3,755,081
ATC Dividend Payment	\$ -	\$ 468,981
Total Cash Receipts	<u>\$ 3,077,933</u>	<u>\$ 33,229,861</u>
Disbursements		
AP Payments	\$ (1,365,328)	\$ (13,777,384)
GLU Power Bill	\$ (1,668,041)	\$ (13,326,573)
Transfer to Investments	\$ (300,000)	\$ (3,085,000)
ATC - Voluntary Capital Call	\$ -	\$ (95,132)
Sales Tax Payment	\$ (107,932)	\$ (472,912)
Payroll	\$ (275,412)	\$ (2,808,412)
Service Fees	\$ (3,915)	\$ (32,794)
NSF Payments	\$ (3,201)	\$ (26,406)
Total Disbursements	<u>\$ (3,723,829)</u>	<u>\$ (33,624,613)</u>
Net Cash Flow	<u><u>\$ (645,896)</u></u>	<u><u>\$ (394,752)</u></u>

Wisconsin Rapids Water Works and Lighting Commission
Combined Utility Income Statement
Year to Date for Months Ending August 2020 and 2019

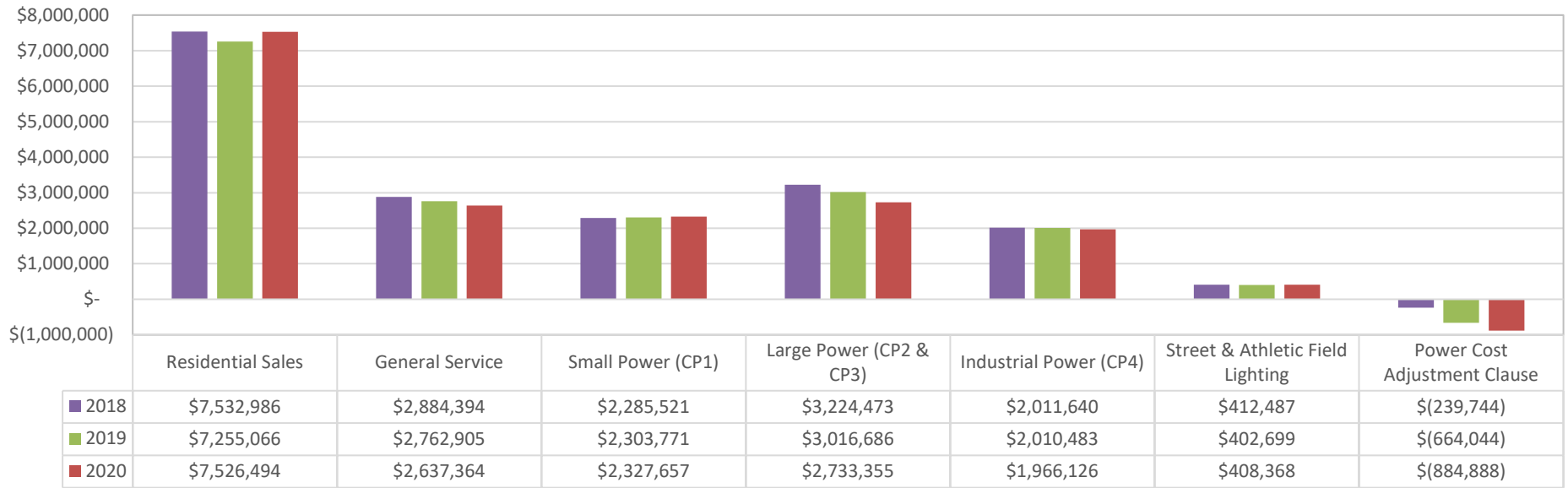
	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 16,714,475	\$ 2,737,796	\$ 19,452,271	\$ 17,087,565	\$ 2,405,528	\$ 19,493,094	(2.2%)	13.8%	(0.2%)
Other Operating Revenues	\$ 280,963	\$ 1,154,051	\$ 1,435,014	\$ 328,928	\$ 933,417	\$ 1,262,345	(14.6%)	23.6%	13.7%
Total Operating Revenues	\$ 16,995,439	\$ 3,891,846	\$ 20,887,285	\$ 17,416,494	\$ 3,338,945	\$ 20,755,439	(2.4%)	16.6%	0.6%
Operating Expenses	14,036,820	1,795,836	15,832,656	14,761,950	1,790,108	16,552,058	(4.9%)	0.3%	(4.3%)
Depreciation Expense	1,507,781	639,495	2,147,276	1,445,246	620,918	2,066,164	4.3%	3.0%	3.9%
Taxes Expense	1,026,000	650,000	1,676,000	1,001,000	651,000	1,652,000	2.5%	(0.2%)	1.5%
Total Operating Expenses	16,570,601	3,085,331	19,655,932	17,208,197	3,062,025	20,270,222	(3.7%)	0.8%	(3.0%)
Operating Income (Loss)	\$ 424,838	\$ 806,515	\$ 1,231,353	\$ 208,297	\$ 276,920	\$ 485,217	104.0%	191.2%	153.8%
Non-Operating Income	625,952	38,774	664,727	511,182	62,529	573,711	22.5%	(38.0%)	15.9%
Interest Charges	124,531		124,531	133,425		133,425	(6.7%)		(6.7%)
Other Non-operating Exp	235,840	70,043	305,883	200,226	43,051	243,277	17.8%	62.7%	25.7%
Net Income (Loss)	\$ 690,419	\$ 775,246	\$ 1,465,666	\$ 385,828	\$ 296,397	\$ 682,226	78.9%	161.6%	114.8%

Wisconsin Rapids Water Works and Lighting Commission
Electric Income Statement
Year to Date for Months Ending August 2020, 2019, 2018

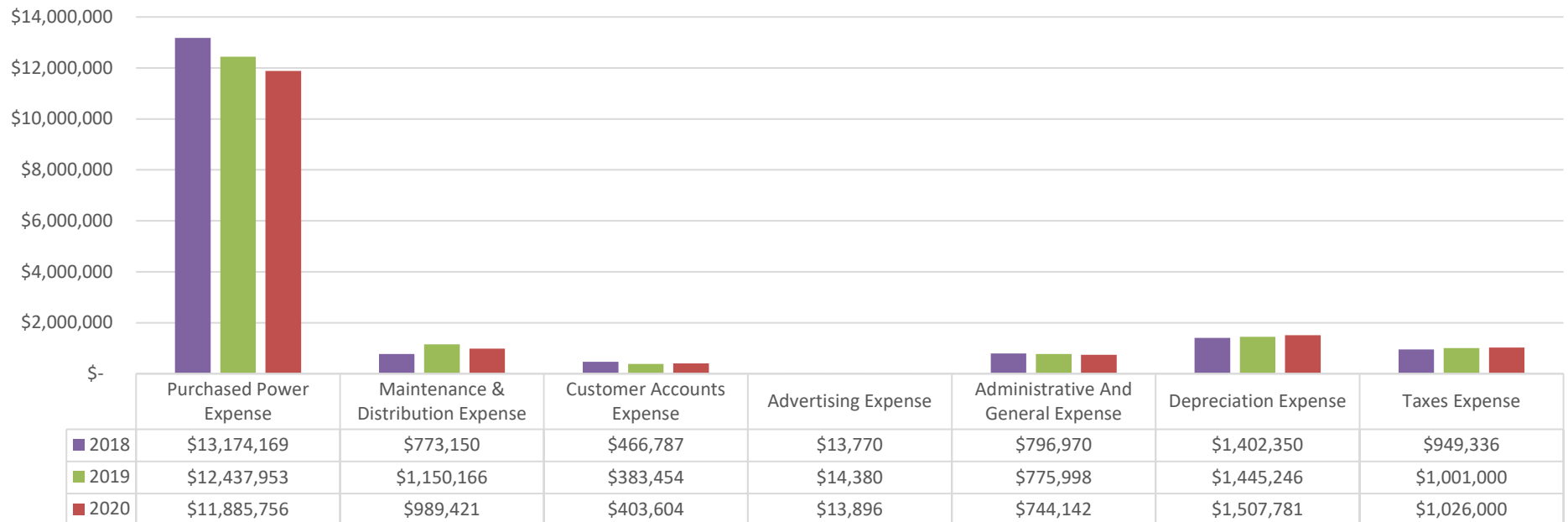
	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
Sales of Electricity					
Residential Sales	\$ 11,025,000	\$ 7,526,494	\$ 7,255,066	\$ 7,532,986	\$ 3,498,506
General Service	\$ 4,139,000	\$ 2,637,364	\$ 2,762,905	\$ 2,884,394	\$ 1,501,636
Small Power (CP1)	\$ 3,497,000	\$ 2,327,657	\$ 2,303,771	\$ 2,285,521	\$ 1,169,343
Large Power (CP2 & CP3)	\$ 4,784,000	\$ 2,733,355	\$ 3,016,686	\$ 3,224,473	\$ 2,050,645
Industrial Power (CP4)	\$ 3,944,000	\$ 1,966,126	\$ 2,010,483	\$ 2,011,640	\$ 1,977,874
Street & Athletic Field Lighting	\$ 620,000	\$ 408,368	\$ 402,699	\$ 412,487	\$ 211,632
Power Cost Adjustment Clause	\$ (500,000)	\$ (884,888)	\$ (664,044)	\$ (239,744)	\$ 384,888
Total Sales of Electricity	\$ 27,509,000	\$ 16,714,475	\$ 17,087,565	\$ 18,111,757	\$ 10,794,525
Other Operating Revenues					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 175	\$ 20,335	\$ 20,930	\$ 29,825
Rent From Electric Property	\$ 252,000	\$ 257,620	\$ 250,409	\$ 244,515	\$ (5,620)
Forfeited Discounts	\$ 90,000	\$ 21,661	\$ 56,263	\$ 65,298	\$ 68,339
Other Electric Revenues	\$ 4,000	\$ 1,508	\$ 1,921	\$ 2,066	\$ 2,492
Total Operating Revenues	\$ 27,885,000	\$ 16,995,439	\$ 17,416,494	\$ 18,444,565	\$ 10,889,561
Operating Expenses					
Purchased Power Expense	\$ 18,868,400	\$ 11,885,756	\$ 12,437,953	\$ 13,174,169	\$ 6,982,644
Maintenance & Distribution Expense	\$ 1,578,600	\$ 989,421	\$ 1,150,166	\$ 773,150	\$ 589,179
Customer Accounts Expense	\$ 769,000	\$ 403,604	\$ 383,454	\$ 466,787	\$ 365,396
Advertising Expense	\$ 29,000	\$ 13,896	\$ 14,380	\$ 13,770	\$ 15,104
Administrative And General Expense	\$ 1,335,600	\$ 744,142	\$ 775,998	\$ 796,970	\$ 591,458
Depreciation Expense	\$ 2,169,600	\$ 1,507,781	\$ 1,445,246	\$ 1,402,350	\$ 661,819
Taxes Expense	\$ 1,530,200	\$ 1,026,000	\$ 1,001,000	\$ 949,336	\$ 504,200
Total Operating Expenses	\$ 26,280,400	\$ 16,570,601	\$ 17,208,197	\$ 17,576,532	\$ 9,709,799
Operating Income	\$ 1,604,600	\$ 424,838	\$ 208,297	\$ 868,033	\$ 1,179,762
Merchandise and Jobbing	\$ 43,000	\$ 27,775	\$ 26,525	\$ 12,867	\$ 15,225
Interest and Dividend Income	\$ 715,000	\$ 490,843	\$ 439,601	\$ 405,514	\$ 224,157
Miscellaneous Non-Operating Income	\$ 1,400,000	\$ 107,335	\$ 45,055	\$ 99,739	\$ 1,292,665
Total Other Income Additions	\$ 2,158,000	\$ 625,952	\$ 511,182	\$ 518,121	\$ 1,532,048
Interest Charges	\$ 190,685	\$ 124,531	\$ 133,425	\$ 136,821	\$ 66,154
Other Income Deductions	\$ 333,807	\$ 235,840	\$ 200,226	\$ 187,927	\$ 97,967
Total Net Income	\$ 3,238,108	\$ 690,419	\$ 385,828	\$ 1,061,406	\$ 2,547,689

Wisconsin Rapids Water Works and Lighting Commission
Selected Electric Utility Financial Charts
Year to Date for Months Ending August 2020, 2019, 2018

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

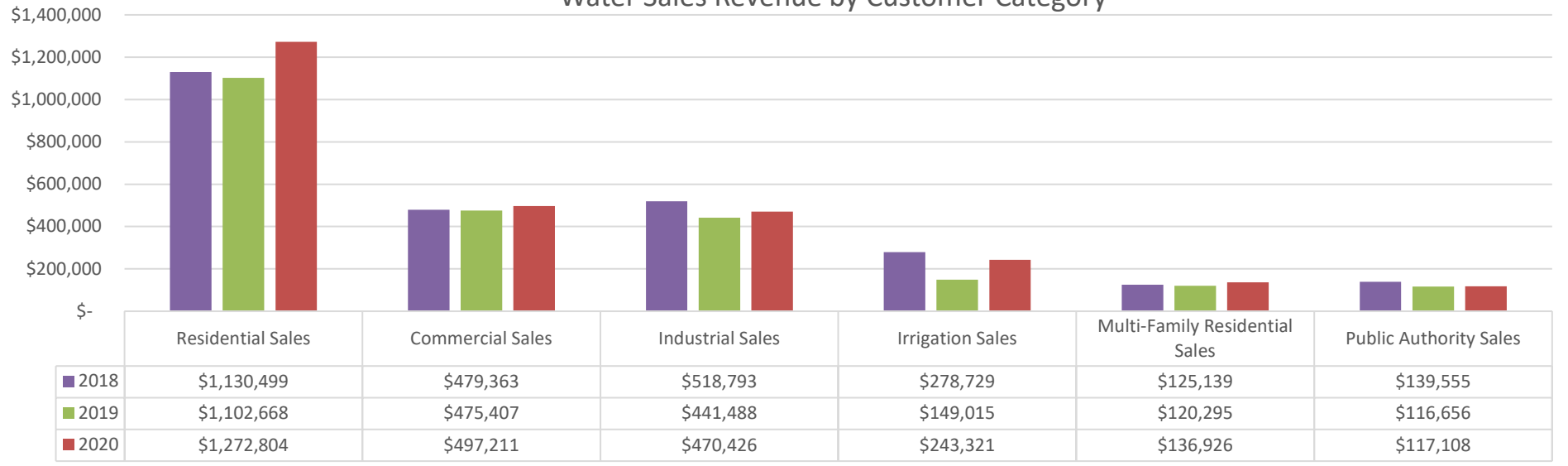


Wisconsin Rapids Water Works and Lighting Commission
Water Income Statement
Year to Date for Months Ending August 2020, 2019, 2018

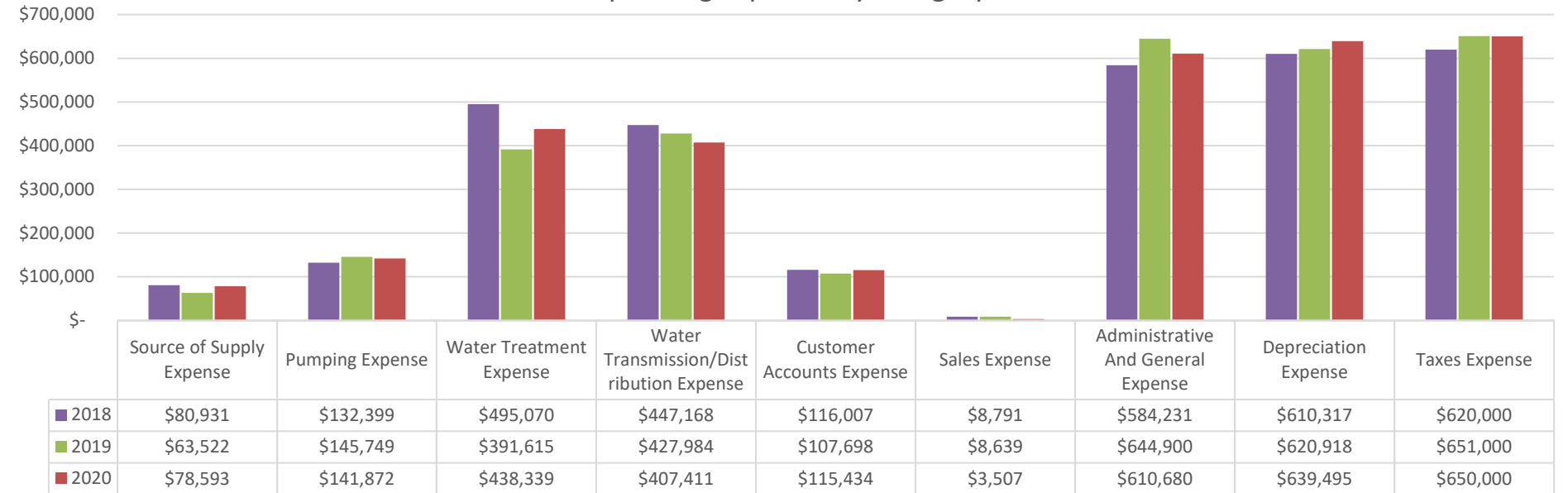
	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
Metered Sales of Water					
Residential Sales	\$ 1,877,000	\$ 1,272,804	\$ 1,102,668	\$ 1,130,499	\$ 604,196
Commercial Sales	\$ 786,000	\$ 497,211	\$ 475,407	\$ 479,363	\$ 288,789
Industrial Sales	\$ 805,000	\$ 470,426	\$ 441,488	\$ 518,793	\$ 334,574
Irrigation Sales	\$ 256,000	\$ 243,321	\$ 149,015	\$ 278,729	\$ 12,679
Multi-Family Residential Sales	\$ 228,000	\$ 136,926	\$ 120,295	\$ 125,139	\$ 91,074
Public Authority Sales	\$ 215,000	\$ 117,108	\$ 116,656	\$ 139,555	\$ 97,892
Total Sales of Water	\$ 4,167,000	\$ 2,737,796	\$ 2,405,528	\$ 2,672,077	\$ 1,429,204
Other Operating Revenues					
Private Fire Protection	\$ 52,200	\$ 38,361	\$ 35,721	\$ 31,617	\$ 13,839
Public Fire Protection	\$ 1,276,000	\$ 839,336	\$ 609,568	\$ 609,813	\$ 436,664
Forfeited Discounts	\$ 20,000	\$ 10,955	\$ 25,086	\$ 26,688	\$ 9,045
Miscellaneous Service Revenues	\$ 2,500	\$ 1,540	\$ 2,220	\$ 2,280	\$ 960
Rent From Water Property	\$ 92,000	\$ 54,253	\$ 49,902	\$ 48,530	\$ 37,747
Other Water Revenues	\$ 50,000	\$ 209,605	\$ 210,920	\$ 217,926	\$ (159,605)
Total Operating Revenues	\$ 5,659,700	\$ 3,891,846	\$ 3,338,945	\$ 3,608,931	\$ 1,767,854
Operating Expenses					
Source of Supply Expense	\$ 92,900	\$ 78,593	\$ 63,522	\$ 80,931	\$ 14,307
Pumping Expense	\$ 212,900	\$ 141,872	\$ 145,749	\$ 132,399	\$ 71,028
Water Treatment Expense	\$ 601,500	\$ 438,339	\$ 391,615	\$ 495,070	\$ 163,162
Water Transmission/Distribution Expense	\$ 760,300	\$ 407,411	\$ 427,984	\$ 447,168	\$ 352,889
Customer Accounts Expense	\$ 85,000	\$ 115,434	\$ 107,698	\$ 116,007	\$ (30,434)
Sales Expense	\$ 12,500	\$ 3,507	\$ 8,639	\$ 8,791	\$ 8,993
Administrative And General Expense	\$ 970,300	\$ 610,680	\$ 644,900	\$ 584,231	\$ 359,620
Depreciation Expense	\$ 873,305	\$ 639,495	\$ 620,918	\$ 610,317	\$ 233,810
Taxes Expense	\$ 944,349	\$ 650,000	\$ 651,000	\$ 620,000	\$ 294,349
Total Operating Expenses	\$ 4,553,054	\$ 3,085,331	\$ 3,062,025	\$ 3,094,912	\$ 1,467,723
Operating Income	\$ 1,106,646	\$ 806,515	\$ 276,920	\$ 514,019	\$ 300,131
Merchandise and Jobbing	\$ 2,000	\$ 771	\$ 1,854	\$ 369	\$ 1,229
Interest and Dividend Income	\$ 70,000	\$ 38,003	\$ 58,278	\$ 39,539	\$ 31,997
Miscellaneous Non-operating Income	\$ 40,000	\$ -	\$ 2,397	\$ 15,117	\$ 40,000
Total Other Income Additions	\$ 112,000	\$ 38,774	\$ 62,529	\$ 55,025	\$ 73,226
Other Income Deductions	\$ 125,000	\$ 70,043	\$ 43,051	\$ 893	\$ 54,957
Total Net Income	\$ 1,093,646	\$ 775,246	\$ 296,397	\$ 568,151	\$ 318,400

Wisconsin Rapids Water Works and Lighting Commission
Selected Water Utility Financial Charts
Year to Date for Months Ending August 2020, 2019, 2018

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 2020 & 2019

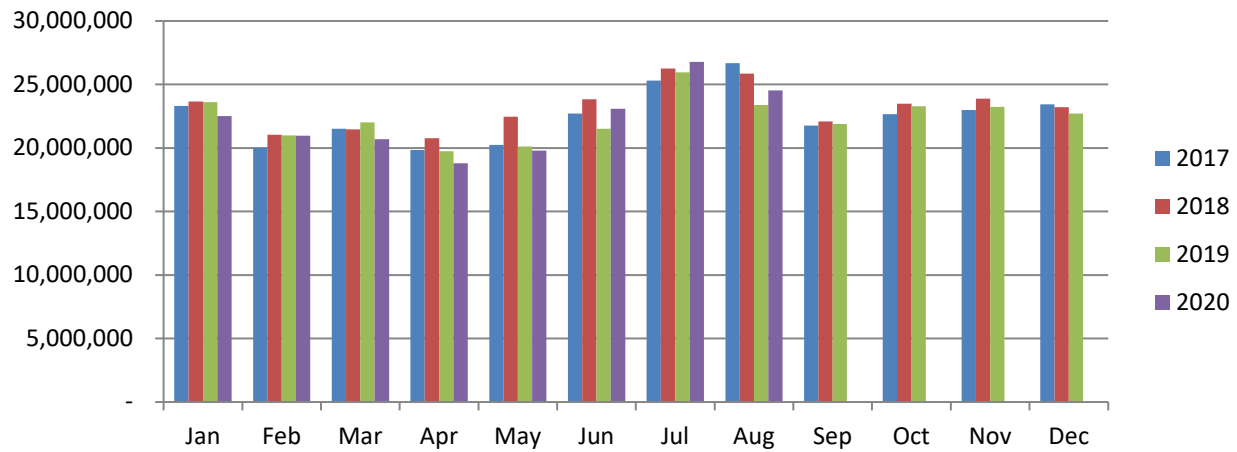
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
ASSETS						
Utility Plant						
Utility Plant in Service	58,125,030	43,875,877	102,000,907	56,335,224	43,134,986	99,470,210
Utility Plant in Service - Common	7,859,432	2,562,451	10,421,883	7,573,084	2,478,090	10,051,173
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	6,118,947	656,962	6,775,910	3,520,019	557,875	4,077,894
Total Utility Plant	72,103,909	47,199,546	119,303,455	67,428,826	46,275,206	113,704,033
Less: Accumulated Depreciation						
Accumulated Depreciation	(26,162,872)	(17,242,562)	(43,405,434)	(24,840,449)	(16,377,070)	(41,217,519)
Accumulated Depreciation - Common	(5,741,019)	(1,650,923)	(7,391,942)	(5,464,148)	(1,607,866)	(7,072,014)
Total Accumulated Depreciation	(31,903,890)	(18,893,485)	(50,797,376)	(30,304,597)	(17,984,935)	(48,289,532)
Net Utility Plant	40,200,018	28,306,061	68,506,079	37,124,229	28,290,271	65,414,500
Current and Accrued Assets						
Cash	76,060	1,718,649	1,794,709	250,710	1,169,061	1,419,771
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	372,986	-	372,986	356,931	-	356,931
Temporary Cash Investments	277,002	290,111	567,113	285,521	228,187	513,708
Customer Accounts Receivable	3,523,702	801,152	4,324,853	3,587,488	628,315	4,215,803
Other Accounts Receivable	120,709	480,754	601,462	126,061	449,466	575,527
Receivable From Municipality	11,565	-	11,565	38,377	-	38,377
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	312,740	312,740	-	319,091	319,091
Due To (From) Municipality	-	33,196	33,196	-	68,927	68,927
Plant Materials & Supplies	1,206,656	315,706	1,522,362	1,415,486	387,252	1,802,738
Stores Expense	(30,181)	(4,913)	(35,094)	(142,700)	14,164	(128,536)
Prepayments	156,210	33,971	190,181	369,468	29,461	398,929
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	6,215,648	3,981,365	10,197,012	6,788,282	3,293,924	10,082,206
Other Investments						
Depreciation Fund	4,484,688	4,126,510	8,611,198	5,007,468	3,639,203	8,646,672
Other Investments	8,040,108	-	8,040,108	7,634,419	-	7,634,419
Other Special Funds	275,300	10,200	285,500	275,593	5,950	281,543
Total Other Investments	12,800,096	4,136,710	16,936,806	12,917,480	3,645,153	16,562,633
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	586,761	-	586,761	655,510	-	655,510
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	(349)	25,694	25,346	(33,276)	16,561	(16,715)
Deferred Outflows Related To Pension	1,482,811	798,436	2,281,247	1,281,182	689,868	1,971,051
Misc Deferred Debits	37,944	91,912	129,856	163,018	52,817	215,835
Total Deferred Outflows of Resources	2,109,976	916,042	3,026,018	2,069,242	759,246	2,828,488
Total Assets and Deferred Outflows	61,325,738	37,340,178	98,665,916	58,899,234	35,988,594	94,887,828

Wisconsin Rapids Water Works and Lighting Commission
Electric and Water Utility Balance Sheet
Balances as of August 2020 & 2019

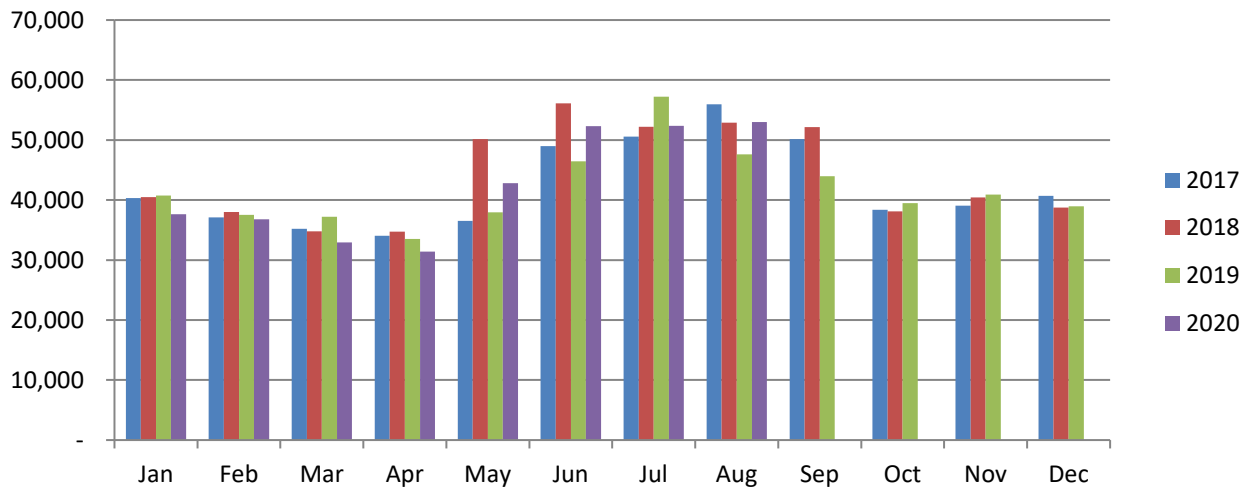
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
LIABILITIES						
Current and Accrued Liabilities						
Accounts Payable	2,362,351	-	2,362,351	2,496,524	-	2,496,524
Payables To Municipality	-	-	-	-	(961)	(961)
Customer Deposits	406,196	-	406,196	366,124	-	366,124
Taxes Accrued	677,089	655,653	1,332,742	845,783	656,887	1,502,670
Interest Accrued	65,801	-	65,801	67,066	-	67,066
Tax Collections Payable	210,730	-	210,730	206,728	-	206,728
Misc Current And Accrued Liabilities	662,490	148,402	810,891	604,607	125,979	730,586
Total Current and Accrued Liabilities	4,384,657	804,055	5,188,712	4,586,833	781,904	5,368,737
Long Term Debt						
Long Term Debt - Bonds	5,025,000	-	5,025,000	5,535,000	-	5,535,000
PROPRIETARY CAPITAL						
Capital Paid In By Municipality	1,030,967	798,819	1,829,787	1,030,967	798,819	1,829,787
Retained Earnings	46,431,146	34,128,966	80,560,112	43,851,565	33,060,547	76,912,112
Total Proprietary Capital	47,462,114	34,927,785	82,389,899	44,882,533	33,859,366	78,741,899
Deferred Inflows of Resources						
Customer Advance For Construction	1,742,033	-	1,742,033	1,407,258	-	1,407,258
Wholesale Rate Refund & Public Benefits	296,740	-	296,740	328,666	-	328,666
Unamortized Premium On Debt	55,805	-	55,805	62,338	-	62,338
Other Deferred Credits	2,359,389	1,608,337	3,967,727	2,096,606	1,347,324	3,443,930
Total Deferred Inflows of Resources	4,453,967	1,608,337	6,062,304	3,894,868	1,347,324	5,242,192
Total Liabilities, Equity and Def Inflows	61,325,738	37,340,178	98,665,916	58,899,234	35,988,594	94,887,828

Wisconsin Rapids Water Works and Lighting Commission
Monthly Electric Purchases
2017-2020

Electric Purchases by Month (kWh)



Electric Purchases - Demand by Month (kW)



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

9/30/2020

INSTITUTION	FACE VALUE	FACE VALUE & ACCRUED INT	RATE/ YIELD	MATURITY DATE	DATE ACQUIRED	TYPE
Local Government Investment Pool (LGIP)	387,209.70	387,209.70	0.1300%			
Prevail Bank	3,543,434.83	3,543,434.83	0.7500%			
Ehlers Investments						
BARCLAYS BANK DELEWARE CD	250,000.00	252,160.27	1.9000%	10/19/2020	10/10/2017	CD
THIRD FIFTH SAVINGS AND LOAN	250,000.00	252,096.92	1.9500%	10/19/2020	10/10/2017	CD
PLAINS STATE BANK	250,000.00	250,147.95	2.4000%	11/20/2020	5/20/2019	CD
INVESTORS SAVINGS BANK	250,000.00	251,380.82	2.1000%	12/28/2020	12/28/2017	CD
FLAGSTAR BANK, FSB	250,000.00	252,215.07	2.4500%	5/24/2021	5/20/2019	CD
BROOKLINE BANK	245,000.00	245,053.70	1.6300%	5/26/2021	11/25/2019	CD
DOVER NJ NOTE	370,000.00	371,580.21	1.2500% *	5/27/2021	5/27/2020	NOTE
MILWAUKEE AREA TECHNICAL COLLEGE	45,000.00	45,600.00	4.0000% *	6/1/2021	5/20/2020	NOTE
CITY OF WISCONSIN RAPIDS	40,000.00	40,400.00	3.0000% *	6/1/2021	5/26/2020	NOTE
MORGAN STANLEY BANK, N.A.	250,000.00	251,883.56	2.4500%	6/14/2021	6/14/2019	CD
CITIBANK NATIONAL ASSOCIATION	147,000.00	147,966.58	3.0000%	7/13/2021	7/9/2018	CD
COMENITY CAPITAL BANK UTAH	147,000.00	147,181.23	3.0000%	7/16/2021	7/9/2018	CD
CITY OF KENOSHA TAXABLE GO NOTES	75,000.00	75,125.00	2.0000%	9/1/2021	12/21/2017	NOTE
BMW BANK OF NORTH AMERICA	248,000.00	248,138.27	1.8980%	9/20/2021	9/20/2019	CD
BERGEN COUNTY NJ	30,000.00	30,331.03	2.3930% *	10/15/2021	5/26/2020	NOTE
WAUWATOSA WI	150,000.00	151,875.00	3.0000% *	11/1/2021	5/20/2020	NOTE
MERRICK BANK CORPORATION	245,000.00	245,022.82	1.7220%	11/29/2021	11/22/2019	CD
TIAA, FSB	250,000.00	250,780.82	2.8500%	2/22/2022	2/22/2019	CD
WESTON, WI	90,000.00	90,300.00	4.0000% *	3/1/2022	5/20/2020	NOTE
VILLAGE OF SHOREWOOD HILLS GO NOTE	15,000.00	15,156.25	2.5000% *	5/1/2022	10/11/2019	NOTE
PLEASANT PRAIRIE WI	50,000.00	50,250.00	3.0000% *	8/1/2022	5/19/2020	NOTE
MORGAN STANLEY PRIVATE BANK	250,000.00	250,152.05	1.8500%	9/19/2022	10/11/2019	CD
ALLY BANK	248,000.00	248,066.25	1.9500%	9/26/2022	9/20/2019	CD
LIVE OAK BANKING COMPANY	215,000.00	215,041.23	1.7900%	11/28/2022	11/25/2019	CD
SALLIE MAE BANK	250,000.00	251,419.18	1.8820%	12/12/2022	12/12/2019	CD
WELLS FARGO NATIONAL BANK WEST	248,000.00	248,025.82	1.9000%	1/30/2023	1/30/2020	CD
WISCONSIN STATE GENERAL FUND REV BOND	210,000.00	211,792.88	2.0490%	5/1/2023	1/30/2020	NOTE
JP MORGAN CHASE BANK	200,000.00	200,521.92	0.7500%	5/27/2023	5/21/2020	NOTE
WAUPACA COUNTY	50,000.00	50,125.00	3.0000% *	3/1/2024	5/27/2020	NOTE
CITY OF WATERFORD GO BOND	200,000.00	202,417.22	1.9000% *	4/1/2024	1/30/2020	NOTE
INTERNATIONAL BANK OF CHICAGO	225,000.00	225,197.26	2.0000%	1/15/2025	12/31/2019	CD
FDIC INSURED MONEY MARKET	9,581.04	9,581.04				MM
		5,776,985.35				
TOTAL INVESTMENTS	9,683,225.57	9,707,629.88				
ACCOUNT BALANCES POST-JOURNAL ENTRY						
ELECTRIC UTILITY DEPRECIATION FUND						
0-1261-00		4,527,893.62				
ELECTRIC REVENUE BOND REDEMPTION						
0-1252-00		270,573.86				
WATER UTILITY DEPRECIATION FUND						
2-1261-00		4,171,296.63				
TAX ESCROW FUND						
0-1361-00		369,090.65				
2-1361-00		331,084.34				
GENERAL FUND						
0-1365-00		5,786.96				
2-1365-00		31,903.82				
TOTAL INVESTMENTS		9,707,629.88				

*Water Works and Lighting Commission*

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

INFORMATION SYSTEMS ADMINISTRATOR'S REPORT
September 2020

Cyber Security Mitigation

In September Microsoft announced a major security vulnerability in all Microsoft Windows products. They quietly released a patch in late August to address this vulnerability. When the vulnerability was disclosed in mid-September every cyber security and electric regulatory agency put out a high priority notice requiring everyone to make sure that the update was installed on all devices.

I have verified that the patch is installed on all Windows 10 and Windows Server 2012 and later devices. I also discovered that all Windows 7 and Windows Server 2008 or older devices were not receiving the patch due to the Windows software version being out of support. All devices running the older versions of Windows have already been addressed or replaced.

Projects

1. Honeywell Connexo to iVUE integration
2. Outage Management
3. AMI Communication Upgrade
4. Cyber Security Mitigation

Sincerely,

Matt Stormoen
Information Systems Administrator



Water Works and Lighting Commission

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

**Conservation Manager Report
September 2020**

Time of Day Rate Change

On October 1, 2020, Water Works & Lighting Commission applied their new Electric Rate Tariff that was authorized by the Public Services Commission of Wisconsin. This rate increase was necessary to cover increased operation and maintenance expenses, while allowing us to continue to provide reliable and quality service to our customers.

One of the changes directed was to offer only one Time of Day (TOD) option, being a (9AM to 9 PM) time schedule, while eliminating the other 2 options of (7AM to 7PM and 8 AM to 9 PM). The Utility found it essential to send letters to one hundred and forty seven customers that are currently on a TOD rate option. This will allow customers the opportunity to have load analysis performed and to discuss any house hold changes since the pandemic. We have received an in rush of calls in the past couple of weeks from residential, commercial and solar customers to determine if remaining on the TOD rate will have a cost benefit and/or suitable to their life style.

At this point, mostly all TOD customers, with the exception of a few, have remained on the TOD schedule. This is mainly due to the change being received well, and customers finding the most savings from the lower off peak rate that occurs throughout the entire weekend.

ATC Load Transfer

On October 1st, 2020 from 5 a.m. to 8 p.m. American Transmission Company had to take their 115kV line out of service on the East Side of the City of Wisconsin Rapids. Due to this line being out of service, Water Works & Lighting Commission had to feed the entire City from the WR West Substation. Typically, this is a great time of the year, offering lower loads, to perform this work. Therefore, we did not anticipate any outages. Conversely, the less load being transferred that day would even further decrease the possibility of a potential outage.

Weeks prior the load transfer, I reached out to our larger industrial customers (Mariani, Ocean Spray, Aspirus and MidWest Cold Storage) to propose the possibility of their operation shaving any load if practical, with not having a financial liability to their operation. Our customer's willingness to minimize compressors that day assisted with the success of the work performed without any power interruptions.

Respectfully,

Shawn Reimer

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
September, 2020****Baker Substation**

The project is going so well that ATC has shortened the timeline from completion in March of 2021 to completion by the end of the year. This requires WW&LC to move up check out and startup of some of its equipment, but WW&LC agrees with ATC that it makes sense to complete this work prior to the colder winter temperatures of January and February. The new timeline will see a complete substation outage on October 1st to separate the 115kV bus and remove equipment conflicting with the new construction, a seven week window to construct the south 115kV transmission line and west 115kV substation bus, a November 30th partial substation outage to switch load from the east transformer to the west transformer, a three week window to build the remaining east substation bus, and a December 18th substation all in service completion date.

Todd Weiler, P.E.

Director of Engineering & Electric Operations



Water Works and Lighting Commission

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

GENERAL MANAGER'S REPORT
September, 2020

WW&LC Raw Water Mains: September 14th, we met with Mayor Blaser to discuss our raw water main project planned for 2022. Our raw water mains are past their recommended replacement or repair timeline. WW&LC has plans to clean and reline all of its raw water mains that deliver water to the filter plant on 16th Street. This is a very large capital expenditure for our water utility. Because of the cost and all the time that will be required of our water team to complete the project in 2022, WW&LC will not have the time or resources to participate in City water main replacement projects in 2022. WW&LC will consult with Public Works and the Mayor to work the raw water main project into the City schedule.

Great Lakes Utilities: The proposed 2021 budget was reviewed and will be approved at the October Annual Meeting. The 2021 budget includes a 3.5% wholesale power rate reduction for Wisconsin Rapids. The 2019 annual report was reviewed and approved. The Energy Authority presented their revised capacity analysis via Zoom. The Energy Authority is recommending GLU meets its future capacity needs with a diversified approach, which includes solar, bi-lateral contracts and by downsizing the proposed RICE generation project.

WW&LC 2021 Budget: Considerable time was spent reviewing, revising and meeting with our team to complete the 2021 budget.

Jem Brown
General Manager