



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, December 9, 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: +1 312 626 6799 US (Chicago) **or** +1 301 715 8592 US (Washington D.C.)

Meeting ID: 974 6427 6321

Passcode: 809114

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 November 11, 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, November 11, 2020

There were present:

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

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

2.1 Regular Commission Meeting held October 14, 2020

There was a motion made by John Harper, seconded by Scott Kellogg, and carried to approve the minutes of the Regular Commission Meeting held October 14, 2020 and to place them on file. There were no nay votes recorded.

2.2 Special Commission Meeting held October 19, 2020

There was a motion made by Rick Merdan, seconded by John Harper, and carried to approve the minutes of the Special Commission Meeting held October 19, 2020 and to place them on file. There were no nay votes recorded.

3. Action items

3.1 2021 Distribution Transformers

Director of Engineering and Electric Operations Todd Weiler stated that WW&LC usually goes out for bids every January for the annual purchase of distribution transformers. Todd stated that he was informed that due to Covid-19 the lead time needed to order transformers for 2021 is approximately 24 weeks.

Todd stated that Border States was low bid but he doesn't feel confident

using them because he believes the quote is incorrect and/or not to spec. They did not quote the right quantities and/or sizes and were not complete missing some parts like the arrestors as requested in the spec.

Todd is recommending purchasing the 2021 transformers from RESCO who quoted transformers made by ERMCO. These transformers are made in the United States, and qualify for a future dividend check in the amount of approximately \$23,026.

After discussion and all questions answered and based upon recommendation there was a motion made by John Harper, seconded by Rick Merdan, and carried to accept the quote from RESCO in the amount of \$287,828 for the annual purchase of distribution transformers. No nay votes were recorded.

4. Department Updates

4.1 Safety Committee Report

The safety committee report was reviewed. MEUW safety coordinator Sean Wall presented the commission with the MEUW Electric Safety Award. This award is given out by MEUW to recognize those electric utilities that are striving for a safety perfect culture by participating in safety trainings, inspections, and process improvements to make their work environments safe to work in. WW&LC was awarded the highest level of this award for 2019 due to that strong commitment to safety.

4.2 Line Superintendent's Report

This report was reviewed and October outages were discussed.

4.3 Water Department Operations Report

This report was reviewed and October water projects were discussed. Dale Scheunemann explained what seasonal meters are, what they are used for, and why they need to be removed before the cold weather.

4.4 Customer Support Supervisor's Report

This report was reviewed and delinquent electric charges being placed on tax roll was discussed.

4.5 Director of Finance's Report

This report was reviewed and was discussed.

4.6 Information System's Administrator's Report

This report was reviewed. ISA Matt Stormoen gave an update on the progress with the Outage Management System software program.

4.7 Conservation Manager's Report

This report was reviewed and several key account contacts were discussed.

4.8 Director of Engineering & Electric Operations

This report was reviewed and the Baker Substation project was discussed.

4.9 General Manager's Report

This report was reviewed and discussed.

5. Review of accounts payables

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

6. Adjourn

There was a motion made by Scott Kellogg, seconded by John Bergin, and carried to adjourn at 1:39 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

SAFETY COMMITTEE MEETING MINUTES FOR DECEMBER 2, 2020

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

OLD BUSINESS

There was no old business.

NEW BUSINESS

The committee reviewed the Fall Protection Program and found no changes required at this time.

There were no new safety concerns at this time.

SAFETY TRAINING

Sean Wall and Dale Scheunemann conducted a simulated chlorine leak emergency at Well #2 for the water department. This type of hands-on practice helps to simulate the conditions of a chlorine leak and provides valuable training.

The Safety Committee meeting ended at 7:30 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

November 2020

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

SAFETY REPORT

ACCOMPLISHMENTS

1. Training

- a. Fall Protection (classroom & equipment inspections) x2

2. Audits/Inspections

- a. No inspections

3. Compliance/Risk Management

- a. Attended Safety Committee meeting
- b. Attended Commission meetings
- c. Completed Well House Emergency Procedures with Water department
 - i. Went through full existing directions to ensure they were clear and concise.
 - ii. Made necessary adjustments
 - iii. Added pictures and developed new procedures (awaiting approval)
 - iv. This will be an annual review / exercise / training, with more emergency procedural exercises to follow.
- d. Revised Fall Protection safety program for December Safety Committee review
- e. Confined Space Hazard Assessment templates (for all confined spaces) complete
 - i. Next step is sitting down with the Water department to fill out applicable information

GOALS AND OBJECTIVES

1. Training

- a. No training planned for December

2. Audits/Inspections

- a. No audits / inspections planned

3. Compliance/Risk Management

- a. Attend Safety Committee meeting
- b. Attend Commission meeting
- c. All safety programs have been reviewed for 2020 per regulatory requirement.
- d. Work with Dale to schedule Confined Space Hazard Assessments to be completed with Water dept.
- e. Discuss LOTO procedures with Water Filter Plant employees / equipment



Water Works and Lighting Commission

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LINE SUPERINTENDENT'S REPORT November 2020

Work Performed

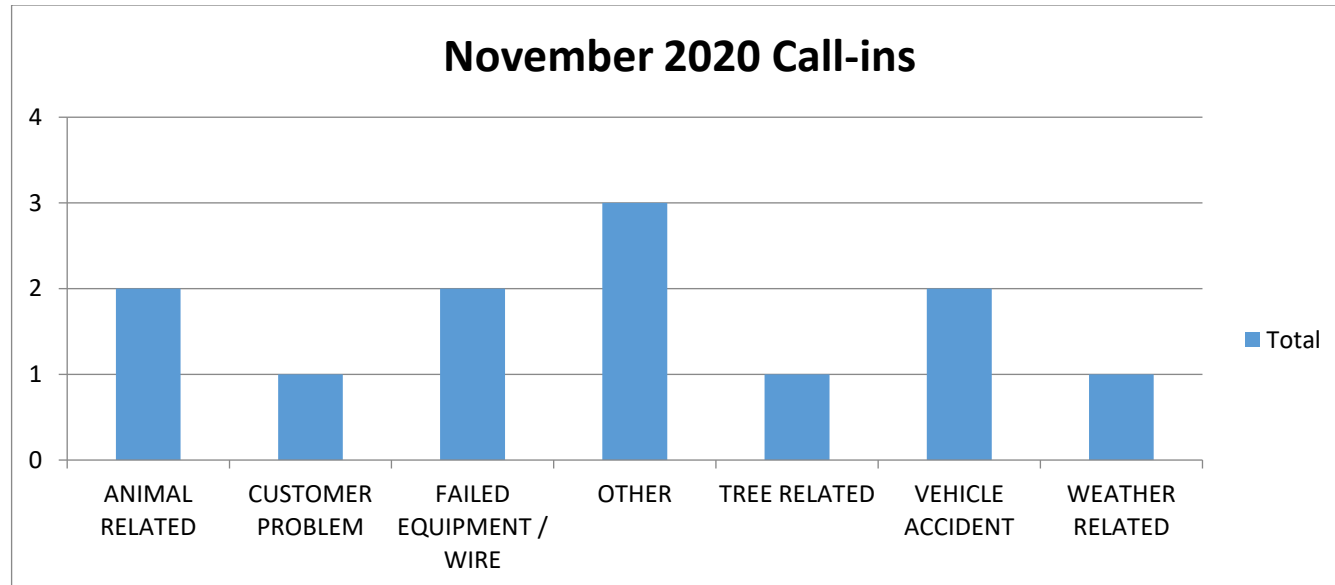
During November the Electric Department processed 16 work orders, 13 electric service orders, and 46 trouble slips.

Other Projects

- Continued replacement of older wooden poles
- Continued tree trimming
- Continued work at Baker Substation project
- Began work on Bridgewater development expansion
- Began work on Ruesch development (Kingston Road area)

After Hours Calls

In November there were 12 after hour call-outs.



The call-ins for failed equipment were for 2 bad combinations.

Respectfully submitted,

Josh Elliott
Electric Line Superintendent



Water Works and Lighting Commission

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**WATER DEPARTMENT OPERATIONS REPORT
November 2020**

WATER PROJECT

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

- ❖ Crews pulled out the large pump at well 2 for repairs.
- ❖ Crews have been doing some painting of pipes, inside walls, and floors at well #1 and well #4.
- ❖ Crews put materials away and straighten up storage areas prior to inventory in December.
- ❖ Crews are replacing pump motors 7 and 8 on the effluent lines in the plant prior to the MCC panels being replaced.
- ❖ Crews tested 8 more 1" meters, and 7 of the 1½" meters.

TROUBLE CALLS

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

- 9 – Meter trouble slips
- 1 – Disconnect
- 1 – Reconnect

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

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

2020 – 15'1"	2018 – 14'4"	2016 – 15'5"
2019 – 14'5"	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

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RAW WATER SUPPLY MAIN LINING PROPOSAL SELECTION

OVERVIEW

On October 30th, 2020 WW&LC staff sent a Request for Proposal (RFP) out for invitations to bid on the upcoming Raw Water Lining Project. This RFP was used to help determine the best suited technology for lining the Raw Water Mains that have exceeded their useful life and would need replacement. All technologies that were considered required a lining material that would fall within a class 3 or 4 rated lining as specified by the WDNR. These classified lining materials would minimize the loss of flow due to limited interior diameter reduction of the host pipe. The technology selected would then be used to assist in the design and permitting phase of the project that is schedule for the 2021 construction season. A total of 3 companies submitted proposals by the deadline of November 20th, 2020.

PROPOSAL TECHNOLOGY EVALUATION

The three proposals were evaluated using a ranking system based on c-value coefficients, hydraulic reductions from the host pipe, lump sum cost, and tensile and flexural strengths. After extensive analysis and research, it's the WW&LC staff recommendation that the commission approve the selection of United Pipeline Systems Tite-Liner Technology. All three technology proposal specifications are listed below for your reference.

Company	Lining Material	Technology	Excavations Required	C-Value	Wall Thickness
United Pipeline Systems	HDPE DR41	Tite-Liner	9	150	0.42"
Murphy Pipeline Contractors	HDPE DR41	Swagelining	9	150	0.42"
Suez Advanced Solutions	Epoxy Coating	Spray-in-Place Pipe	36	130	0.24"

Company	Class Rating	Design Life	Tensile Strength (psi)	Flexural Modulus (psi)	Lump Sum Cost
United Pipeline Systems	4	100 years	3,500 -4,000	120,000	\$1,287,625
Murphy Pipeline Contractors	4	100 years	3,500 -4,000	110,000-160,000	\$2,070,000
Suez Advanced Solutions	3	75 years	7,000	500,000	\$3,024,264

Sincerely,

Dale Scheunemann
Water Superintendent

Sincerely,

Adam Breunig
Water Engineering Tech



Water Works and Lighting Commission

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CUSTOMER SUPPORT SUPERVISOR'S REPORT NOVEMBER 2020

COLLECTIONS

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

ALL PROVIDERS – Active Accounts			
	<u>November, 2018</u>	<u>November, 2019</u>	<u>November, 2020</u>
30 day	\$229,853.18	\$214,807.37	\$215,602.34
60 day	\$102,013.28	\$86,079.60	\$154,639.20
90 day	\$36,754.69	\$40,917.75	\$386,510.71
Current	\$2,160,363.63	\$2,483,147.10	\$2,187,218.61
Total Active	\$2,528,984.78	\$2,824,951.82	\$2,943,970.86
Total Inactive	\$165,623.61	\$157,481.42	\$102,354.33
Total AR	\$2,694,608.39	\$2,982,433.24	\$3,046,325.19

As our 60 and 90 day past due balances continue to escalate and our disconnection practices for electric and water service suspended, our office has attempted new communication and collection methods. In addition to the 284 automated phone messages made to customers who are past due, office staff has personally called 555 customers to speak with them directly regarding payment, payment arrangements, and energy assistance. Customer response to this effort has been minimal.

Tax Refund Interception Program (TRIP)

In November, 426 letters were sent to customers with a 90 day past due balance over \$400. This letter encourages customers to contact the utility to either make a payment and/or a payment arrangement, or their debt will be sent to the Wisconsin Department of Revenue (DOR). 79 letters were for inactive accounts and 347 were for active customers. Of the 426 letters, 304 accounts are rental properties.

In November, \$3,511 of revenue was collected through the Tax Refund Interception Program for a 2020 total of \$52,985.

Twenty-five commercial accounts were notified of a past due balance and pending disconnection in November. All paid prior to disconnect.

NEW CUSTOMER ORDERS

The office staff processed three new electric services in November. In addition, 192 electric and 79 water move orders were processed. 19 of these orders were submitted electronically. 89 new customer welcome letters were also sent.

OFFICE NEWS

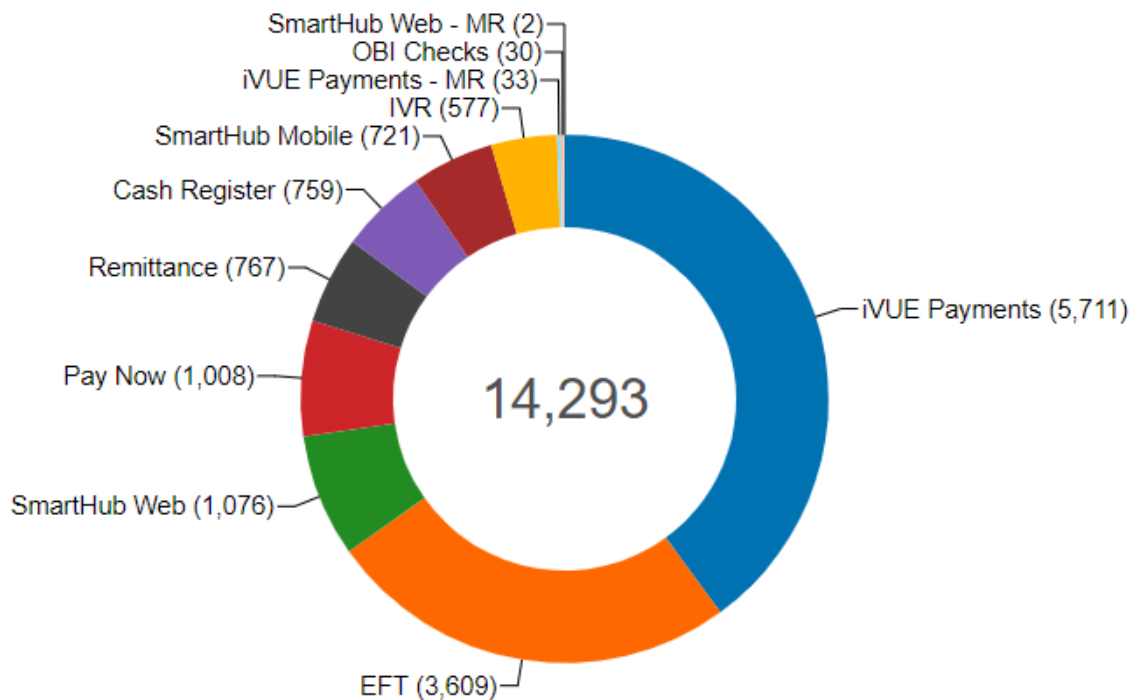
On October 29, 2020, we received a letter from the Public Service Commission of Wisconsin (PSC) stating Wisconsin Rapids Water Works and Lighting Commission was selected for a billing audit based on internal Commission criteria. Each year seven to eight utilities are audited by the PSC. Considerable time was spent documenting our business practices, referencing PSC codes and providing supporting data.

CUSTOMER PHONE CALLS

In November our office answered over 1,555 customer phone calls in 19 operating business days. This averages approximately 82 calls per day or approximately 14 calls for each customer service representative each day. Each call lasted about 2.5 minutes, but considerable time is spent noting each account and/or any follow up information a customer may request. As always, this is in addition to day to day job duties and deadlines. I would again like to compliment the office staff for their daily effort to our customers and the utility.

OFFICE PAYMENTS

Payments for November totaled 14,293 with 25 percent on auto payment and 35 percent received via one of our many e-payment options.



SOCIAL MEDIA AND WEBSITE ANALYTICS



We posted five messages on Facebook generating 10,907 views. Two tweets were posted on Twitter generating 877 impressions (total amount of times people viewed a tweet).

Respectfully submitted,

Lynn Schroer

Customer Support Supervisor



Water Works and Lighting Commission

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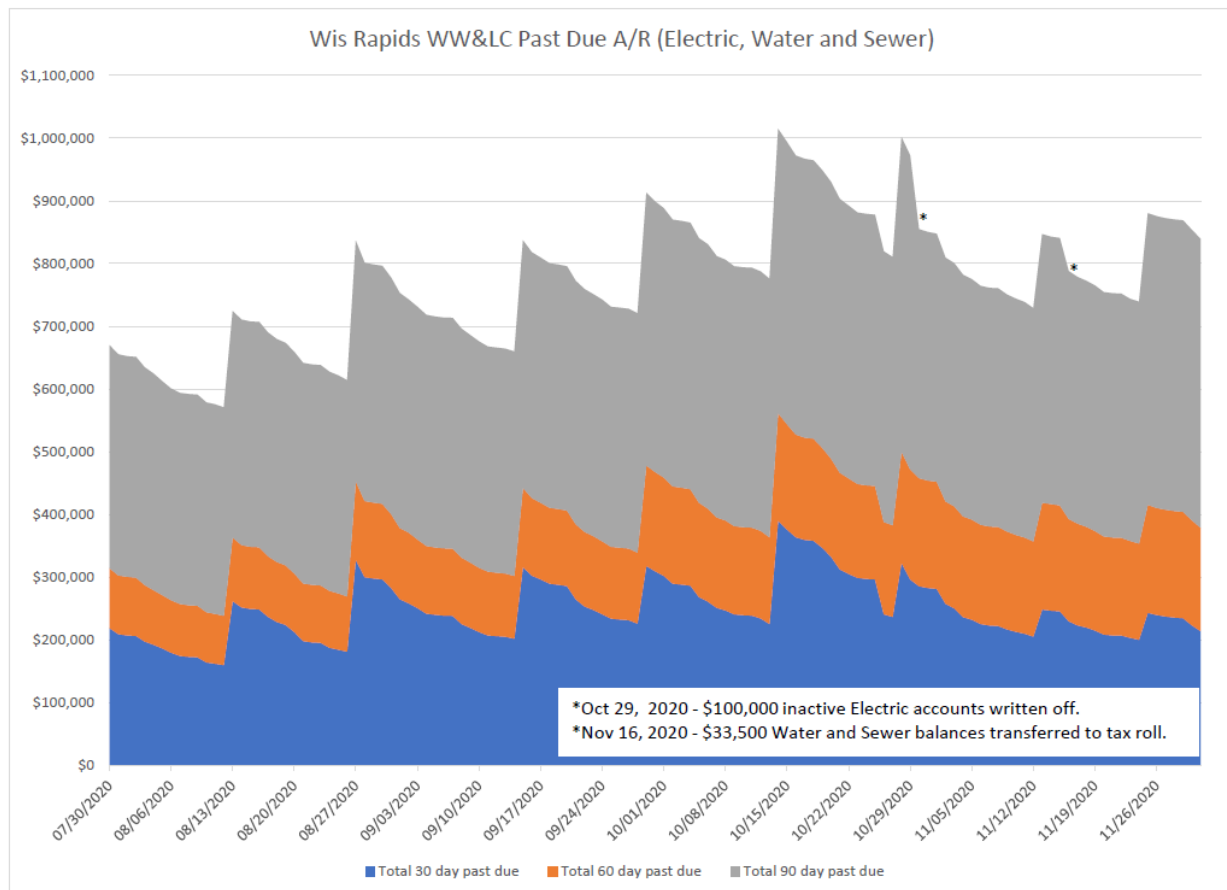
Director of Finance Report

November 2020

Financial Reports

Included in this month's packet are the October 2020 draft financial statements. The electric utility is showing an operating income of \$241,742 for the year, compared to \$265,332 in 2019. Customer accounts expense is higher as nearly \$100,000 of electric bad debts were written off in October 2020 for further collection efforts.

Revenue collection is vital in the utility process. Unfortunately, as we have been discussing for the past six months, past due utility accounts receivable has increased. The attached graph shows the increase in receivables from July 30th to present.



Water Bill on Tax Roll

The unpaid water and sewer past due amount were sent to the City to include on the 2021 tax bills on November 16. The water portion of the tax roll amount was \$15,736, and \$17,791 of sewer past due was included for a total of \$33,527, which is in line with previous years, as seen below.

WW&LC - Unpaid Water and Sewer Balances and Amounts Transferred to Tax Roll 2016-2020

Year	Letters Mailed	Unpaid Water and Sewer Amount Included in Letters	Amount Paid Prior to Tax Roll	Amount Transferred to Tax Roll	Water Portion	Sewer Portion	Annual Water Sales	% Tax Roll to Annual Water Sales
2020	333	\$61,557	\$28,030	\$33,527	\$15,736	\$17,791		
2019	326	\$45,127	\$17,102	\$28,025	\$11,768	\$16,257	\$4,824,159	0.24%
2018	373	\$60,426	\$25,369	\$34,321	\$14,825	\$19,496	\$4,903,913	0.30%
2017	362	\$53,111	\$21,963	\$31,148	\$12,634	\$18,514	\$4,806,372	0.26%
2016	433	\$75,057	\$28,353	\$46,704	\$20,469	\$26,235	\$4,718,164	0.43%

2020 Audit

The year-end closing process has begun. The CliftonLarsonAllen will be performing a virtual preliminary audit on Friday, December 4th. This day allows the auditors to test internal controls and get a jumpstart on the financial audit, which will occur in late February or early March.



Jeff Kuhn
Director of Finance

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

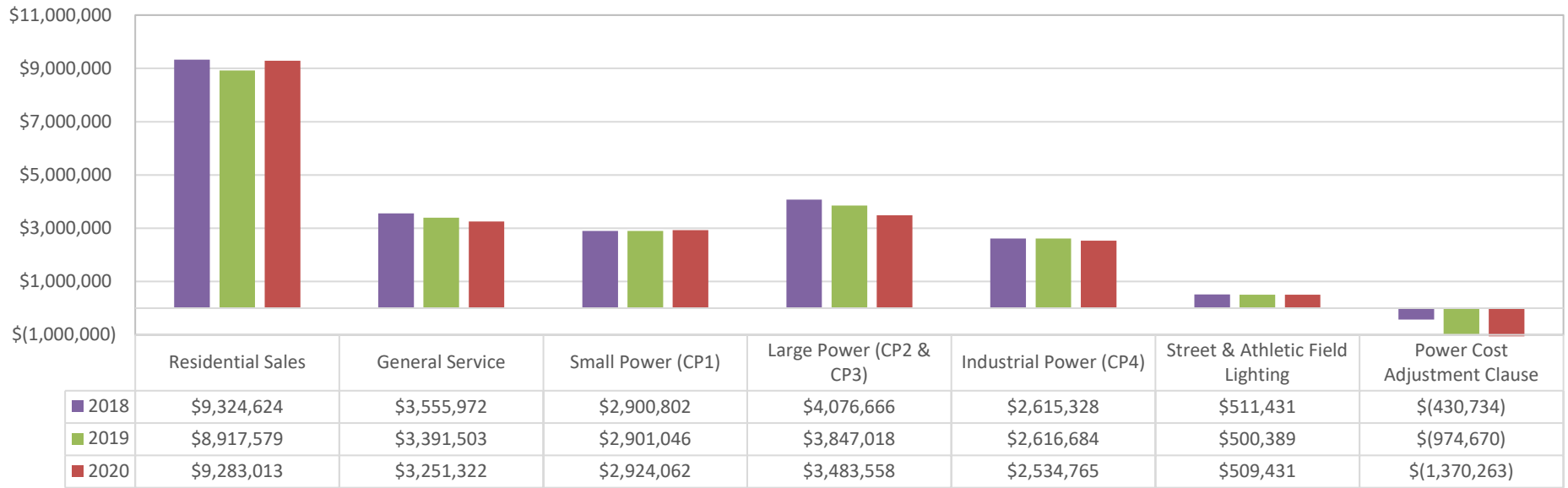
	<u>Current Month</u>	<u>Year to Date</u>
Cash Receipts:		
Utility Receipts	\$ 2,932,874	\$ 35,499,710
Interest and Dividends	\$ 558	\$ 3,535
Transfer from Investments	\$ -	\$ 3,755,081
ATC Dividend Payment	\$ -	\$ 577,686
Total Cash Receipts	<u>\$ 2,933,432</u>	<u>\$ 39,836,012</u>
Disbursements		
AP Payments	\$ (965,590)	\$ (16,138,861)
GLU Power Bill	\$ (1,358,244)	\$ (16,050,527)
Transfer to Investments	\$ (250,000)	\$ (3,595,000)
ATC - Voluntary Capital Call	\$ -	\$ (133,232)
Sales Tax Payment	\$ (84,238)	\$ (658,949)
Payroll	\$ (272,938)	\$ (3,503,162)
Service Fees	\$ (3,899)	\$ (40,335)
NSF Payments	\$ (3,104)	\$ (32,198)
Total Disbursements	<u>\$ (2,938,013)</u>	<u>\$ (40,152,264)</u>
Net Cash Flow	<u><u>\$ (4,581)</u></u>	<u><u>\$ (316,252)</u></u>

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

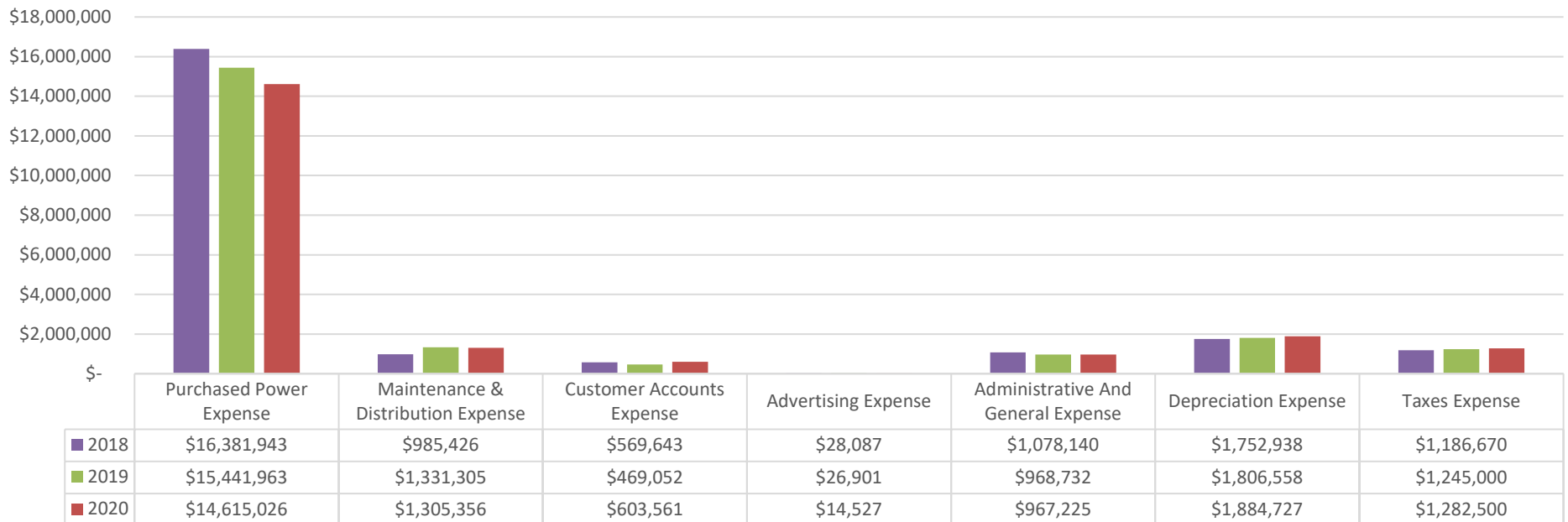
	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
Sales of Electricity					
Residential Sales	\$ 11,025,000	\$ 9,283,013	\$ 8,917,579	\$ 9,324,624	\$ 1,741,987
General Service	\$ 4,139,000	\$ 3,251,322	\$ 3,391,503	\$ 3,555,972	\$ 887,678
Small Power (CP1)	\$ 3,497,000	\$ 2,924,062	\$ 2,901,046	\$ 2,900,802	\$ 572,938
Large Power (CP2 & CP3)	\$ 4,784,000	\$ 3,483,558	\$ 3,847,018	\$ 4,076,666	\$ 1,300,442
Industrial Power (CP4)	\$ 3,944,000	\$ 2,534,765	\$ 2,616,684	\$ 2,615,328	\$ 1,409,235
Street & Athletic Field Lighting	\$ 620,000	\$ 509,431	\$ 500,389	\$ 511,431	\$ 110,569
Power Cost Adjustment Clause	\$ (500,000)	\$ (1,370,263)	\$ (974,670)	\$ (430,734)	\$ 870,263
Total Sales of Electricity	\$ 27,509,000	\$ 20,615,887	\$ 21,199,549	\$ 22,554,090	\$ 6,893,113
Other Operating Revenues					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 245	\$ 29,750	\$ 30,485	\$ 29,755
Rent From Electric Property	\$ 252,000	\$ 257,620	\$ 250,409	\$ 244,515	\$ (5,620)
Forfeited Discounts	\$ 90,000	\$ 38,351	\$ 72,170	\$ 81,756	\$ 51,649
Other Electric Revenues	\$ 4,000	\$ 2,562	\$ 2,955	\$ 3,151	\$ 1,438
Total Operating Revenues	\$ 27,885,000	\$ 20,914,664	\$ 21,554,832	\$ 22,913,996	\$ 6,970,336
Operating Expenses					
Purchased Power Expense	\$ 18,868,400	\$ 14,615,026	\$ 15,441,963	\$ 16,381,943	\$ 4,253,374
Maintenance & Distribution Expense	\$ 1,578,600	\$ 1,305,356	\$ 1,331,305	\$ 985,426	\$ 273,244
Customer Accounts Expense	\$ 769,000	\$ 603,561	\$ 469,052	\$ 569,643	\$ 165,439
Advertising Expense	\$ 29,000	\$ 14,527	\$ 26,901	\$ 28,087	\$ 14,473
Administrative And General Expense	\$ 1,335,600	\$ 967,225	\$ 968,732	\$ 1,078,140	\$ 368,375
Depreciation Expense	\$ 2,169,600	\$ 1,884,727	\$ 1,806,558	\$ 1,752,938	\$ 284,873
Taxes Expense	\$ 1,530,200	\$ 1,282,500	\$ 1,245,000	\$ 1,186,670	\$ 247,700
Total Operating Expenses	\$ 26,280,400	\$ 20,672,923	\$ 21,289,511	\$ 21,982,848	\$ 5,607,477
Operating Income	\$ 1,604,600	\$ 241,742	\$ 265,322	\$ 931,148	\$ 1,362,858
Merchandise and Jobbing	\$ 43,000	\$ 31,699	\$ 28,087	\$ 17,458	\$ 11,301
Interest and Dividend Income	\$ 715,000	\$ 663,562	\$ 633,349	\$ 591,984	\$ 51,438
Miscellaneous Non-Operating Income	\$ 1,400,000	\$ 1,812,952	\$ 172,086	\$ 221,963	\$ (412,952)
Total Other Income Additions	\$ 2,158,000	\$ 2,508,214	\$ 833,523	\$ 831,405	\$ (350,214)
Interest Charges	\$ 190,685	\$ 155,010	\$ 166,177	\$ 170,439	\$ 35,675
Other Income Deductions	\$ 333,807	\$ 291,547	\$ 268,031	\$ 232,682	\$ 42,260
Total Net Income	\$ 3,238,108	\$ 2,303,398	\$ 664,637	\$ 1,359,432	\$ 934,710

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

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses

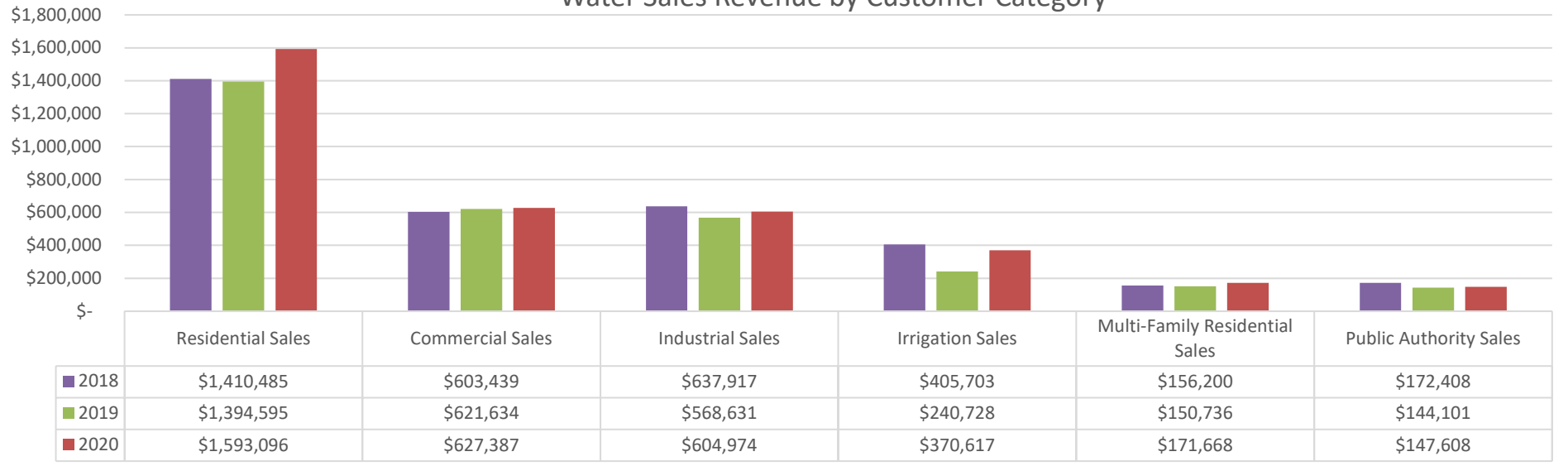


Wisconsin Rapids Water Works and Lighting Commission
Water Income Statement
Year to Date for Months Ending October 2020, 2019, 2018

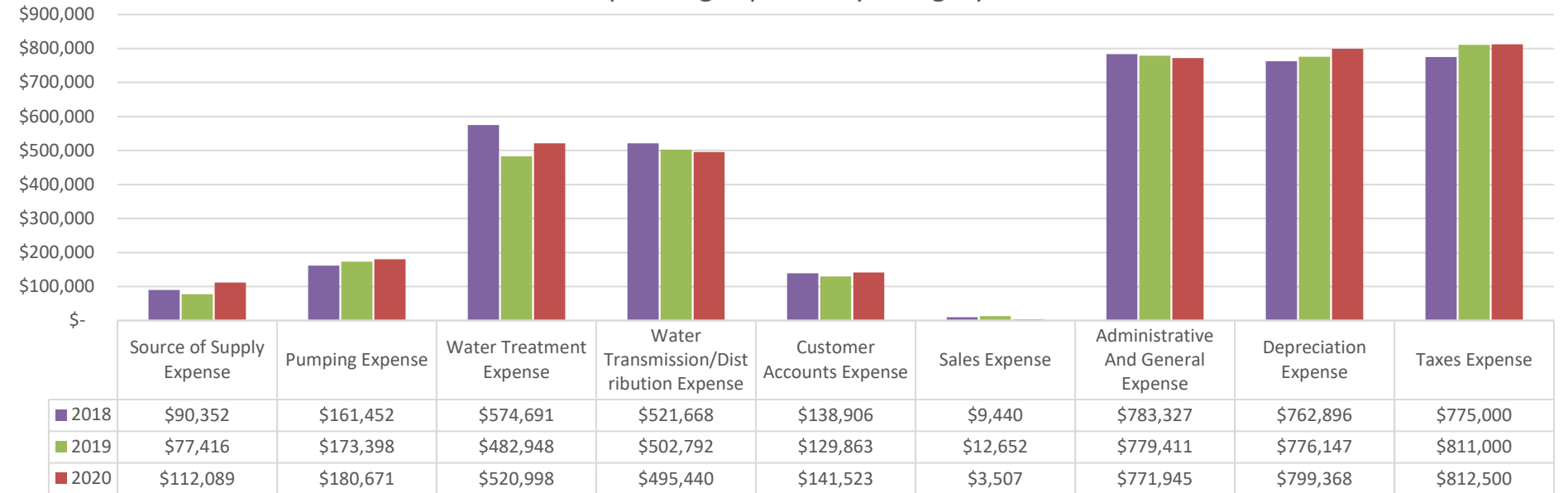
	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
Metered Sales of Water					
Residential Sales	\$ 1,877,000	\$ 1,593,096	\$ 1,394,595	\$ 1,410,485	\$ 283,904
Commercial Sales	\$ 786,000	\$ 627,387	\$ 621,634	\$ 603,439	\$ 158,613
Industrial Sales	\$ 805,000	\$ 604,974	\$ 568,631	\$ 637,917	\$ 200,027
Irrigation Sales	\$ 256,000	\$ 370,617	\$ 240,728	\$ 405,703	\$ (114,617)
Multi-Family Residential Sales	\$ 228,000	\$ 171,668	\$ 150,736	\$ 156,200	\$ 56,332
Public Authority Sales	\$ 215,000	\$ 147,608	\$ 144,101	\$ 172,408	\$ 67,392
Total Sales of Water	\$ 4,167,000	\$ 3,515,351	\$ 3,120,425	\$ 3,386,153	\$ 651,649
Other Operating Revenues					
Private Fire Protection	\$ 52,200	\$ 47,901	\$ 45,033	\$ 40,779	\$ 4,299
Public Fire Protection	\$ 1,276,000	\$ 1,050,355	\$ 789,377	\$ 762,488	\$ 225,645
Forfeited Discounts	\$ 20,000	\$ 17,748	\$ 31,681	\$ 34,170	\$ 2,252
Miscellaneous Service Revenues	\$ 2,500	\$ 1,575	\$ 2,260	\$ 2,320	\$ 925
Rent From Water Property	\$ 92,000	\$ 68,111	\$ 63,370	\$ 61,617	\$ 23,889
Other Water Revenues	\$ 50,000	\$ 261,506	\$ 263,650	\$ 272,407	\$ (211,506)
Total Operating Revenues	\$ 5,659,700	\$ 4,962,547	\$ 4,315,796	\$ 4,559,935	\$ 697,153
Operating Expenses					
Source of Supply Expense	\$ 92,900	\$ 112,089	\$ 77,416	\$ 90,352	\$ (19,189)
Pumping Expense	\$ 212,900	\$ 180,671	\$ 173,398	\$ 161,452	\$ 32,229
Water Treatment Expense	\$ 601,500	\$ 520,998	\$ 482,948	\$ 574,691	\$ 80,502
Water Transmission/Distribution Expense	\$ 760,300	\$ 495,440	\$ 502,792	\$ 521,668	\$ 264,860
Customer Accounts Expense	\$ 85,000	\$ 141,523	\$ 129,863	\$ 138,906	\$ (56,523)
Sales Expense	\$ 12,500	\$ 3,507	\$ 12,652	\$ 9,440	\$ 8,993
Administrative And General Expense	\$ 970,300	\$ 771,945	\$ 779,411	\$ 783,327	\$ 198,355
Depreciation Expense	\$ 873,305	\$ 799,368	\$ 776,147	\$ 762,896	\$ 73,937
Taxes Expense	\$ 944,349	\$ 812,500	\$ 811,000	\$ 775,000	\$ 131,849
Total Operating Expenses	\$ 4,553,054	\$ 3,838,040	\$ 3,745,628	\$ 3,817,732	\$ 715,014
Operating Income	\$ 1,106,646	\$ 1,124,508	\$ 570,168	\$ 742,203	\$ (17,862)
Merchandise and Jobbing	\$ 2,000	\$ 1,206	\$ 791	\$ 7,513	\$ 794
Interest and Dividend Income	\$ 70,000	\$ 49,046	\$ 71,673	\$ 52,223	\$ 20,954
Miscellaneous Non-operating Income	\$ 40,000	\$ -	\$ 3,653	\$ 17,768	\$ 40,000
Total Other Income Additions	\$ 112,000	\$ 50,252	\$ 76,117	\$ 77,504	\$ 61,748
Other Income Deductions	\$ 125,000	\$ 87,554	\$ 140,078	\$ 19,987	\$ 37,446
Total Net Income	\$ 1,093,646	\$ 1,087,206	\$ 506,208	\$ 799,720	\$ 6,440

Wisconsin Rapids Water Works and Lighting Commission
Selected Water Utility Financial Charts
Year to Date for Months Ending October 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 October 2020 & 2019

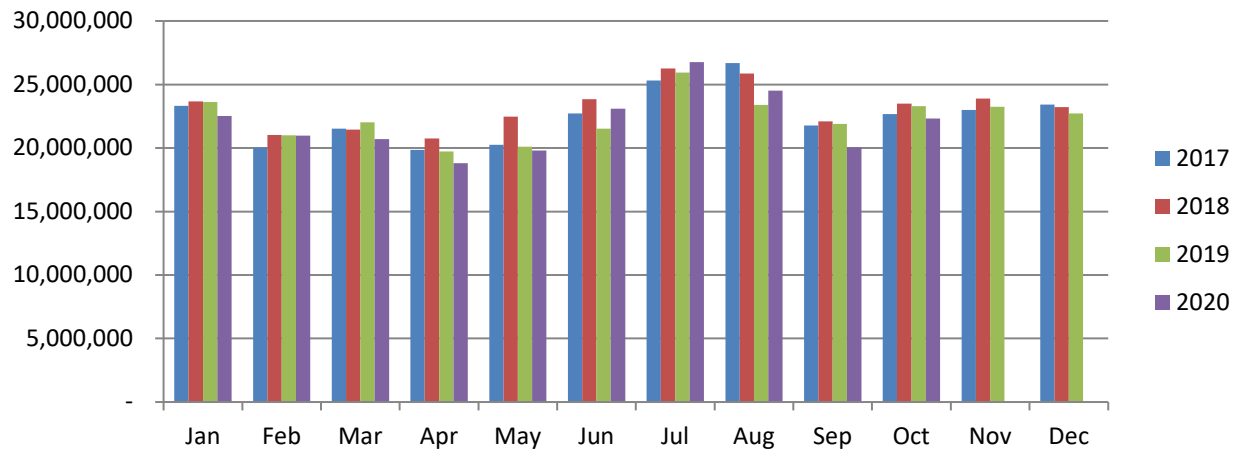
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
ASSETS						
Utility Plant						
Utility Plant in Service	58,125,030	43,875,877	102,000,907	56,335,224	43,134,986	99,470,210
Utility Plant in Service - Common	7,859,432	2,562,451	10,421,883	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	7,221,044	841,465	8,062,509	4,601,968	720,283	5,322,250
Total Utility Plant	73,206,006	47,384,049	120,590,055	68,510,775	46,437,614	114,948,389
Less: Accumulated Depreciation						
Accumulated Depreciation	(26,512,055)	(17,417,895)	(43,929,949)	(25,477,022)	(16,550,317)	(42,027,340)
Accumulated Depreciation - Common	(5,868,347)	(1,672,381)	(7,540,728)	(5,585,325)	(1,627,364)	(7,212,689)
Total Accumulated Depreciation	(32,380,401)	(19,090,276)	(51,470,677)	(31,062,347)	(18,177,681)	(49,240,028)
Net Utility Plant	40,825,605	28,293,772	69,119,377	37,448,428	28,259,933	65,708,361
Current and Accrued Assets						
Cash	(1,275,225)	2,527,461	1,252,236	(120,560)	1,547,373	1,426,813
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	372,986	-	372,986	356,931	-	356,931
Temporary Cash Investments	472,871	435,953	908,824	481,760	374,159	855,919
Customer Accounts Receivable	2,999,790	753,160	3,752,950	2,934,516	604,711	3,539,228
Other Accounts Receivable	115,431	490,376	605,807	136,119	424,970	561,089
Receivable From Municipality	13,894	-	13,894	42,229	-	42,229
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	-	32,639	32,639	-	67,655	67,655
Plant Materials & Supplies	1,117,748	235,248	1,352,996	1,449,776	313,932	1,763,708
Stores Expense	(24,514)	(40,283)	(64,797)	(150,597)	(5,520)	(156,117)
Prepayments	255,751	21,995	277,746	475,301	17,713	493,014
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	4,549,672	4,769,289	9,318,961	6,106,416	3,664,085	9,770,500
Other Investments						
Depreciation Fund	4,533,168	4,214,184	8,747,352	5,156,119	3,660,363	8,816,482
Other Investments	8,128,714	-	8,128,714	7,775,601	-	7,775,601
Other Special Funds	322,988	11,050	334,038	320,134	6,800	326,934
Total Other Investments	12,984,869	4,225,234	17,210,104	13,251,854	3,667,163	16,919,017
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	575,303	-	575,303	644,052	-	644,052
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	2,969	22,102	25,071	(33,795)	18,326	(15,469)
Deferred Outflows Related To Pension	1,482,811	798,436	2,281,247	1,281,182	689,868	1,971,051
Misc Deferred Debits	37,557	95,912	133,469	162,603	56,817	219,420
Total Deferred Outflows of Resources	2,101,448	916,450	3,017,897	2,056,850	765,011	2,821,861
Total Assets and Deferred Outflows	60,461,594	38,204,746	98,666,339	58,863,548	36,356,191	95,219,739

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

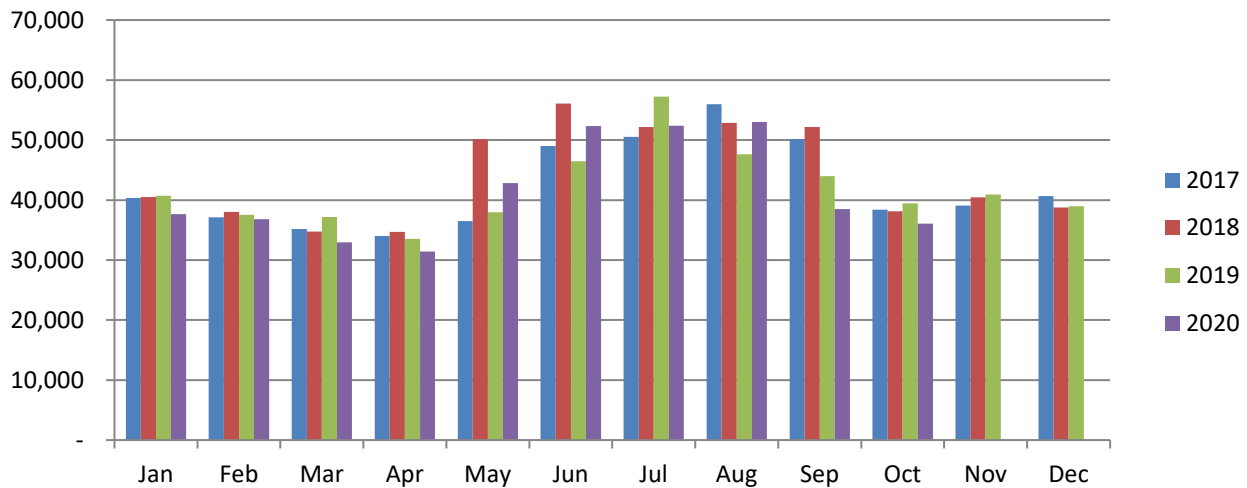
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
LIABILITIES						
Current and Accrued Liabilities						
Accounts Payable	1,569,191	-	1,569,191	2,230,615	-	2,230,615
Payables To Municipality	-	394,292	394,292	-	-	-
Customer Deposits	410,578	-	410,578	385,449	-	385,449
Taxes Accrued	871,180	813,969	1,685,149	1,029,898	813,712	1,843,610
Interest Accrued	28,729	-	28,729	27,125	-	27,125
Tax Collections Payable	149,401	-	149,401	160,501	-	160,501
Misc Current And Accrued Liabilities	546,587	148,402	694,989	473,710	125,979	599,689
Total Current and Accrued Liabilities	3,575,667	1,356,664	4,932,330	4,307,299	939,691	5,246,990
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	48,044,125	34,440,926	82,485,050	44,130,373	33,270,357	77,400,731
Total Proprietary Capital	49,075,092	35,239,745	84,314,837	45,161,341	34,069,176	79,230,517
Deferred Inflows of Resources						
Customer Advance For Construction	54,374	-	54,374	1,384,901	-	1,384,901
Wholesale Rate Refund & Public Benefits	317,355	-	317,355	317,153	-	317,153
Unamortized Premium On Debt	54,716	-	54,716	61,249	-	61,249
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	2,785,835	1,608,337	4,394,172	3,859,908	1,347,324	5,207,232
Total Liabilities, Equity and Def Inflows	60,461,594	38,204,746	98,666,339	58,863,548	36,356,191	95,219,739

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

Electric Purchases by Month (kWh)



Electric Purchases - Demand by Month (kW)



*Water Works and Lighting Commission*

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

INFORMATION SYSTEMS ADMINISTRATOR'S REPORT
November 2020

Outage Management

We have met with NISC and are moving forward with this project. We are in the process of scheduling training and testing now that we have finished the database fixes and the transformer import. I am planning on a go live date for OMS on January 4th. We will also go live with the new transformer tracking in CIS on that date.

Projects

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

Sincerely,

Matt Stormoen
Information Systems Administrator



Water Works and Lighting Commission

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Conservation Manager Report November 2020

Partnering with Focus on Energy Program - Trade Allies and Energy Advisors

This past year endured many changes with regards to customer on-site visits with the Utility and Energy Advisors, due to the pandemic. These changes offered a working path of communications with Advisors and customers via phone communications/emails. Advisors and the Utility still maintained relations with our customers proposing and offering the benefits/incentives of the program. Throughout the year I assisted Advisors with load profile information to further assist them in energy efficiency measures for our customers. In addition, I scheduled a meeting with a Focus Representative and the Utility to incorporate Focus on Energy's program/incentive marketing material to be delivered through social media, Utility newsletter and our website. This approach reached more of our residential customers than previous years, as a testament to the call volumes I received from this marketing approach, with customer inquiries. A special thanks to Lynn Schroer for posting the program offers through social media and on our website as I received them.

Collaborating with Focus and customer outreach during the 2020 year to date (10 months) has resulted in a \$284,965 savings and Incentives to our utility's customers.

2020 Break-down Savings & Incentives

Residential-YTD.....	\$68,738
Business-YTD.....	\$207,135
Renewables-YTD.....	\$1,450
Schools & Gov. -YTD...	\$7,642
Total in 2020.....	\$284,965
Total in 2019.....	\$187,088

GLU Potential Solar Array Site

Great Lakes Utility is in the early stages of looking for potential solar array sites from its members. In 2019, I was allowed the responsibility of geographically locating these potential site locations nearest our substations that meet the requirements to host a one to five Megawatt array. I have had communications

with several landowners, county members and townships to locate the most feasible and economical site location. In 2020, we have narrowed it down to a few attractive locations that are the most economical. Considering, we can locate an array near a primary feed, away from the substation, which has load large enough to sustain the array's power generation; we will focus on the 40 acre parcel that the Utility owns directly East of Walmart. This property would be an excellent location to host the maximum array size of five Megawatt if desired. I look forward to working further on this project if GLU selects our service territory to host an array of this magnitude.

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
November, 2020**

I would like to congratulate the engineering department, the meter department, and the line department on the following accomplishments in 2020.

Work Orders and Service Orders processed in 2020

- 370 electric work orders processed
- 125 water work orders processed
- 600 service orders processed
- 320 failed meters were replaced

Baker Substation Upgrade

A three-year project with ATC is scheduled to be completed in December at our Baker Substation. This project will provide better reliability for the entire east side of our service territory. This joint \$1.2 million WW&LC project has ATC investing over \$11 million in line and pole improvements, 3 new 115kV breakers, 2 new 115kV capacitor banks, and a new control house. WW&LC as owner of the substation is installing a new grounding grid and security fence, in addition to a new substation building and protective equipment. These improvements will allow ATC to isolate either section of the 115kV line essentially creating a redundant incoming feed to the substation. The capacitor banks will allow ATC to stabilize the 115kV voltage in the event of ATC losing some of their service lines to the area. Most importantly to WW&LC, this project will allow us to isolate either half of the substation for maintenance.

Coyne Substation/Matalco Project

A new WW&LC substation was built at the existing ATC Coyne Substation. The new equipment was placed into service in April. This substation was built for our new aluminum smelting customer named Matalco with an anticipated load of 3-5 MW's. The project, which was 3 years in the making, required PSC approval and joint cooperation with ATC and CWPCo. Matalco is expected to start up sometime in November. This new substation is designed to also feed any future load on the northeast side of our service territory.

Underground Conversion Projects

The following areas in our service territory were converted to underground.

- Meadow/Cliff
- Chestnut Street
- Sweat Avenue
- Seneca Road
- Cardinal Street
- Pierce/Love Creek

Pole Replacement

205 Poles were replaced on our 3 phase lines on the following circuits.

- Baker Substation North Loop
- Spring Street Feeder
- Washington Street Feeder

YMCA

The existing 3 phase downtown loop was reconfigured to eliminate the old Ponderosa Restaurant for the new YMCA.

48th Street 3 Phase Line Rebuild

The 3 phase line north of Washington Street was rebuilt to provide a backup feed to Matalco in the event the primary underground line needed to be taken out of service for maintenance.

Washington Street Power Pole Relocation

A city street project on Washington Street between 13th and 19th streets required the power poles to be relocated.

County U DOT Project

The power poles along County U needed to be relocated for a DOT project.

Re-Closures

2 of our 17 re-closures were added into our SCADA system which will allow the electric department to monitor them for alarms and breaker status. More re-closures will be added to the SCADA system in 2021

Filter Plant MCC Replacement

The existing Motor Control Center (MCC) on the east wall of the Filter Plant will be replaced in December. The new gear allows the 2 high pressure service pumps to be on variable speed drives which have a ramp up/down feature to eliminate water hammering on the line. The new drives also conserve energy, allowing the motor to be ran at about 90% speed without losing pumping capacity. The 2 high pressure motors and power cables will also be upgraded at this time.

Pedestrian Walk Buttons

Over 100 COVID friendly walk buttons were installed on all the traffic light poles this year, allowing users to push them in with their elbow instead of their finger.

Office Remodel

All of the electrical was done inhouse for the office remodel that took place this year.

Telephone System

A new telephone system was installed.

COVID Response

Due to COVID-19 many solutions needed to be implemented to deal with the pandemic including the IT department setting up notebook computers to allow quarantined staff the ability to work from home. Other challenges included limited inventory from vendors, high prices, and the difficulty of communicating with many of our contacts working from home.

Water Department Inspection Assets were added into the GIS Database

Almost 3,000 water department assets including; well data, private lead service data, valve exercising data, cross connection data, and hydrant operation data, were added into the GIS database.

Fire Flow Analysis

The water flow model for the analysis of fire protection was completed.

LED Lights

87 LED lights were installed this year throughout the city, over 1/2 of the lights in the city have now been converted to the new LED styles.

NERC Documents

All of the proper documents were submitted to the Midwest Regional Organization (MRO) for 2020. All of these documents are part of the requirements of the North American Electric Reliability Corporation's (NERC) standards that WW&LC is required to report on for the federal government.

APPA RP3 Application

The APPA RP3 Application was submitted for the Utility and we should get our results in late December.

Todd Weiler, P.E.

Director of Engineering & Electric Operations



Water Works and Lighting Commission

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**GENERAL MANAGER'S REPORT
November, 2020**

Wisconsin Public Utility Institute: The WPUI board meeting was held virtually on November 17th. WPUI is having a successful financial year despite the pandemic. All of their training classes have been offered virtually since March of 2020. They plan to start 2021 virtually as well, until a vaccine is widely distributed.

Great Lakes Utilities: GLU held its annual meeting via conference call on November 17th. The budget for 2021 was approved which included a wholesale power rate reduction. The east and west power supply pools wholesale rate tariffs were approved. The 2019 annual report was also approved. The board elected the general manager of Marshfield Utilities as the new treasurer of GLU.

Jem Brown
General Manager