



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the City of Stoughton Utilities Committee will hold a regular meeting on the date and at the time and location given below.

Meeting of: **CITY OF STOUGHTON UTILITIES COMMITTEE**
Date/Time: Monday, June 18, 2018 at 5:00 p.m.
Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office
600 South Fourth Street, Stoughton, Wisconsin
Members: Citizen Member Kym Ackerman, Citizen Member David Erdman (Chair),
Aldersperson Regina Hirsch, Citizen Member John Kallas (Vice-Chair), Aldersperson
Pat O'Connor, Mayor Tim Swadley, Aldersperson Nicole Wiessinger

AGENDA:

CALL TO ORDER

CONSENT AGENDA

(All items are considered routine and will be enacted upon by one motion. There will be no separate discussion of these items unless a Stoughton Utilities Committee member so requests, in which event the item will be removed from the consent agenda and be considered on the regular agenda.)

- a. Draft Minutes of the May 14, 2018 Regular Utilities Committee Meeting
- b. Stoughton Utilities Payments Due List Report
- c. Stoughton Utilities April 2018 Financial Summary
- d. Stoughton Utilities April 2018 Statistical Report
- e. Stoughton Utilities May 2018 Activities Report
- f. Utilities Committee Annual Calendar
- g. Communications

OLD BUSINESS

1. Status of the Utilities Committee recommendation(s) to the Stoughton Common Council **(Discussion)**
2. Cost analysis of an overhead to underground electric system conversion **(Discussion)**

NEW BUSINESS

3. Stoughton Utilities personnel status update **(Discussion)**
4. Wastewater treatment facility and sanitary sewer collection system 2017 Compliance Maintenance Annual Report (CMAR) **(Action)**
5. Utilities Committee future agenda item(s) **(Discussion)**
6. Tour of the Stoughton Utilities Administration Building **(Discussion)**

ADJOURNMENT

OPTIONAL TOUR

Notices Sent To:

Stoughton Utilities Committee Members
Stoughton Utilities Director Robert P. Kardasz, P.E.
Stoughton Utilities Assistant Director Brian Hoops

cc: Stoughton City Attorney Matthew Dregne
Stoughton Common Council Members
Stoughton City Clerk Holly Licht
Stoughton Leadership Team
Stoughton Utilities Wastewater System Supervisor Brian Erickson
Stoughton Utilities Finance Manager Jamin Friedl, CPA
Stoughton Utilities Operations Superintendent Sean Grady
Unified Newspaper Group - Stoughton Courier Hub

ATTENTION COMMITTEE MEMBERS: Two-thirds of members are needed for a quorum. The committee may only conduct business when a quorum is present. If you are unable to attend the meeting, please contact Robert Kardasz or Brian Hoops via telephone at (608) 877-7423 or (608) 877-7412 respectively, or via email at RKardasz@stoughtonutilities.com or BHoops@stoughtonutilities.com.

It is possible that members of, and possibly a quorum of members of other committees of the Common Council of the City of Stoughton may be in attendance at this meeting to gather information. No action will be taken by any such group(s) at this meeting other than the Stoughton Utilities Committee consisting of the members listed above. An expanded meeting may constitute a quorum of the Common Council.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information, or to request such assistance, please contact Stoughton Utilities at (608) 873-3379.

Current and past Stoughton Utilities Committee documents, including meeting notices, meeting packets, and meeting minutes, are available for public download at <http://stoughtonutilities.com/uc>.

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 14, 2018 – 5:00 p.m.

Stoughton, WI

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Location: Edmund T. Malinowski Board Room
Stoughton Utilities Administration Office
600 South Fourth Street
Stoughton, Wisconsin, 53589

Members Present: Citizen Member Kym Ackerman, Citizen Member David Erdman, Citizen Member John Kallas, Alderperson Pat O'Connor, Mayor Tim Swadley, Alderperson Nicole Wiessinger

Excused: Alderperson Regina Hirsch

Absent: None

Others Present: Stoughton Utilities Finance Manager Jamin Friedl, CPA, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Robert Kardasz, P.E., Stoughton Utilities Operations Specialist Martin Seffens

Call to Order: Stoughton Utilities Director Robert Kardasz called the regular Stoughton Utilities Committee Meeting to order at 5:00 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities staff presented and discussed the Stoughton Utilities Committee consent agenda items. Discussion followed.

Motion by Alderperson Pat O'Connor, the motion seconded by Citizen Member John Kallas, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List Report, Draft Minutes of the April 16, 2018 Regular Utilities Committee Meeting, Stoughton Utilities March 2018 Financial Summary, Stoughton Utilities March 2018 Statistical Report, Stoughton Utilities April 2018 Activities Report, Utilities Committee Annual Calendar, Communications. The motion carried unanimously 6 to 0.

Election of the Utilities Committee Chairperson and Vice-Chairperson: Motion by Alderperson Pat O'Connor to nominate Citizen Member David Erdman to the position of Stoughton Utilities Committee Chairperson. Discussion followed. The motion carried unanimously 6 to 0.

Motion by Alderperson Pat O'Connor to nominate Citizen Member John Kallas to the position of Stoughton Utilities Committee Vice-Chairperson. Discussion followed. The motion carried unanimously 6 to 0.

Election of the Utilities Committee Liaison and Alternate Liaison to the Stoughton Common Council: Motion by Alderperson Pat O'Connor to nominate Alderperson Regina Hirsch to the position of Utilities Committee Liaison to the Stoughton Common Council. Discussion followed. The motion carried unanimously 6 to 0.

Motion by Alderperson Nicole Wiessinger to nominate Alderperson Pat O'Connor to the position of Alternate Liaison to the Stoughton Common Council. Discussion followed. The motion carried unanimously 6 to 0.

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 14, 2018 – 5:00 p.m.

Stoughton, WI

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Selection of the Utilities Committee date and time: Motion by Citizen Member David Erdman, the motion seconded by Citizen Member John Kallas, to designate the monthly meeting date to remain as the Monday after the first regularly scheduled meeting of the Stoughton Common Council at 5:00 p.m. Discussion followed. The motion carried unanimously 6 to 0.

Status of the Utilities Committee recommendation(s) to the Stoughton Common Council: Stoughton Utilities staff presented and discussed the following items from the Stoughton Utilities Committee that were approved and/or placed on file by the Stoughton Common Council:

- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee March 19, 2018 Meeting Minutes
- Stoughton Utilities February 2018 Financial Summary
- Stoughton Utilities February 2018 Statistical Report

Proposed Electric and Water Tax Stabilization Dividends: Stoughton Utilities staff presented and discussed proposed electric and water tax stabilization dividends of \$27,975 and \$6,261 respectively. Discussion followed. Motion by Alderperson Pat O'Connor, the motion seconded by Alderperson Nicole Wiessinger, to approve the electric and water tax-stabilization dividends as presented, and to present them to the Stoughton Common Council. The motion carried 5 to 1, with Citizen Member John Kallas voting no.

Anticipated 2017 Fund Transfers to the City of Stoughton: Stoughton Utilities staff presented and discussed the following anticipated transfers to the City of Stoughton in 2018:

Payment in lieu of taxes	\$814,931
Tax-Stabilization Dividends	\$34,235
Rent: Stoughton Utilities Administration Building	\$97,415
Administration Charges	\$64,000
Police Department Emergency Contact Service	\$9,000
Stormwater Management Fee	\$7,567
Economic Development Contribution	\$1,000
Total:	\$1,028,148

Staff informed the committee that these transfers do not include fees for construction related permits, street opening permits, Project RoundUP donations, Commitment to Community donations, renewable energy project grants, or other applicable fees and charges. It was further explained that Stoughton Utilities pays all employment wages and overhead, insurance costs, and legal expenses, and does not receive any taxpayer funding. Discussion followed.

Stoughton Utilities goals status report: Stoughton Utilities staff presented and discussed the Stoughton Utilities goals status report. It was explained that these goals are presented to the Utilities Committee annually, and staff continues to review and revise these goals, noting both

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

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Stoughton, WI

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organizational accomplishments, as well as designating new areas for growth. Discussion followed.

Customer collections status report and disconnection timeline: Stoughton Utilities staff presented and discussed a number of items related to Stoughton Utilities' collection efforts. Topics discussed included:

- The amount of current delinquencies 30 or more days past due, a comparison of these amounts to past years, and a discussion of delinquency trends and patterns;
- Historical collection practices prior to 2008;
- Collection practices put into place since 2008, including policies passed by the Utilities Committee and Common Council regarding deferred payment agreements and customer deposits, adherence to the Wisconsin Public Service Commission (PSC) administrative rules, policies regarding notification of delinquencies, partnership with the Wisconsin Department of Revenue, PSC rule tariffs regarding tenant customers, and the utilization of the property tax roll;
- The typical disconnected account has three bills outstanding, and has received service without payment for approximately 115 days;
- A summary of April's disconnection activity, including a timeline of all customer notifications provided prior to disconnection;
- A theoretical timeline for a new customer taking service on January 1 who may have been subject to disconnection in April;
- A sampling of actual anonymized payment histories for customers recently disconnected.

Discussion followed.

Commitment to Community program funding and customer return: Stoughton Utilities staff presented and discussed Stoughton Utilities' Commitment to Community program funding, including the separate funds for both energy conservation and low-income assistance. A brief history of the program and how each fund has been managed was presented.

Stoughton Utilities currently partners with the State of Wisconsin Focus on Energy Program for energy conservation funding, while also maintaining funding for locally administered energy conservation programs unique to Stoughton Utilities. Historical data from 2016, 2017, and 2018 YTD was provided showing the program's return to customers.

Stoughton Utilities currently partners with the State of Wisconsin Home Energy Assistance Program for low income assistance funding. Historical data from the past four heating seasons was provided showing the program's return to customers, and a comparison was provided to the last four heating seasons that Stoughton Utilities maintained a self-administered program.

Discussion followed.

West Substation construction status update: Stoughton Utilities staff presented and discussed the status of the ongoing construction of the new West Substation, including work done by SU's construction contractor to construct the substation structure and outbound underground distribution

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, May 14, 2018 – 5:00 p.m.

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lines, as well as work recently completed by American Transmission Company (ATC) to construct the incoming transmission line. Plans and construction photos were shared. Discussion followed.

Cost analysis of an overhead to underground electric system conversion: Motion by Citizen Member David Erdman, the motion seconded by Alderperson Pat O'Connor, to table this item until a future meeting when all members are present. The motion carried unanimously 6 to 0.

Invitation to attend an Orientation to WPPI Energy: Stoughton Utilities staff presented and discussed an upcoming half-day educational program about WPPI Energy and the benefits of joint action. This orientation is open to utility staff and governing officials. If a quorum of the Utilities Committee may be present, the appropriate public notice will be posted as required by law. Discussion followed.

Utilities Committee future agenda items: Cost analysis of an overhead to underground electric system conversion, annual wastewater Compliance Maintenance Annual report (CMAR).

Adjournment: Motion by Citizen Member John Kallas, the motion seconded by Alderperson Nicole Wiessinger, to adjourn the regular Stoughton Utilities Committee Meeting at 5:50 p.m. The motion carried unanimously 6 to 0.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director

Date: Monday, June 04, 2018
 Time: 10:30AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 2 of 8
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 6/4/2018

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
001616	HC	5/30/2018	1,313.24	002 Employee Benefits Corp - Ach	EBC - May Ach/EBC - May Ach/EBC - May Ach/EBC - May Ach/EBC - May Ach/EBC - May Ach/EBC - May Ach/EBC - May Ach
001617	HC	5/30/2018	1,529.46	003 Alliant Energy - Ach	Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach/Alliant Energy - May Ach+
001618	HC	5/30/2018	7,462.69	008 Payroll State Taxes - Ach	State Taxes-May Ach/State Taxes-May Ach/State Taxes-May Ach/State Taxes-May Ach
001619	HC	5/30/2018	5,084.67	020 Wells Fargo Bank-Ach	Client Analysis-May Ach/Client Analysis-May Ach/Client Analysis-May Ach/Client Analysis-May Ach/Client Analysis-May Ach/Client Analysis-May Ach
001620	HC	5/30/2018	7,575.00	318 PITNEY-BOWES INC-PURCHASE POWER	Pitney Bowes-Postage/Pitney Bowes-Postage/Pitney Bowes-Postage/Pitney Bowes-Postage/Pitney Bowes-Postage/Pitney Bowes-Postage
001621	HC	5/30/2018	40,647.64	010 WI Dept. of Revenue Taxpayment-Ach	Dept of Rev-May Ach/Dept of Rev-May Ach
001622	HC	5/30/2018	15,592.33	010 WI Dept. of Revenue Taxpayment-Ach	Dept of Rev-May Ach/Dept of Rev-May Ach/Dept of Rev-May Ach/Dept of Rev-May Ach
001623	HC	5/30/2018	37,392.01	025 Payroll Federal Taxes- Ach	Federal Taxes-May Ach/Federal Taxes-May Ach/Federal Taxes-May Ach/Federal Taxes-May Ach/Federal Taxes-May Ach/Federal Taxes-May Ach
025574	CK	5/3/2018	480.00	058 BOARDMAN CLARK LLP	Boardman Clark-Pole Agreement/Boardman Clark-Pole Agreement
025575	CK	5/3/2018	514.75	166 INKWORKS, INC.	Inkworks-Inserts/Inkworks-Inserts
025576	CK	5/3/2018	4,650.00	323 SMART GRID SOLUTIONS	Smart Grid-Reset/Smart Grid-Reset

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Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
025577	CK	5/3/2018	6,740.52	448 STRAND ASSOCIATES INC.	Strand-18 Utility Construction/Strand-18 Utility Construction/Strand-19 Projects/Strand-19 Projects/Strand-17 Utility Construction/Strand-17 Utility Construction/Strand-17 Utility Construction/Strand-19 Projects/More...
025578	CK	5/3/2018	2,413.20	726 J & R UNDERGROUND	J & R Underground-Subs Wrk/J & R Underground-Subs Wrk
025579	CK	5/3/2018	1,101.20	290 MID-WEST TREE & EXCAVATION, INC	Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching
025580	CK	5/3/2018	27,383.63	303 MP SYSTEMS, INC.	MP Systems-Pay App #6/MP Systems-Pay App #6
025581	CK	5/3/2018	37.77	324 ELECTRICAL TESTING LAB., LLC.	Elec Testing-Sleeves Tests/Elec Testing-Sleeves Tests
025582	CK	5/3/2018	82.50	327 BORDER STATES ELECTRIC SUPPLY	Border States-Supplies/Border States-Supplies
025583	CK	5/3/2018	2,440.14	491 PUBLIC SVC. COMM. OF WI.	PSC - Assessments/PSC - Assessments
025584	CK	5/3/2018	8,115.03	400 RESCO	Resco-Transformer/Resco-Supplies/Resco-Supplies/Resco-Transformer/Resco-Supplies/Resco-Supplies
025585	CK	5/3/2018	481.30	455 ROYAL OAK & ASSOCIATES, INC.	Royal Oak-GPS systems/Royal Oak-GPS systems
025586	CK	5/3/2018	2,994.68	781 DUNKIRK WATER POWER CO LLC	Dunkirk-April Dunkirk Dam/Dunkirk-April Dunkirk Dam
025587	CK	5/3/2018	40.00	133 WISCONSIN SCTF	WI SCTF-May A Support/WI SCTF-May A Support
025588	CK	5/3/2018	272.00	133 WISCONSIN SCTF	WI SCTF-May A Support/WI SCTF-May A Support
025589	CK	5/3/2018	176.77	133 WISCONSIN SCTF	WI SCTF-May A Support/WI SCTF-May A Support
025590	CK	5/3/2018	2,979.00	892 ELECTRICAL POWER PRODUCTS, INC.	Elec Pwr-scada retainage/Elec Pwr-scada retainage
025591	CK	5/10/2018	1,133.13	448 STRAND ASSOCIATES INC.	Strand-Well 4 Replacement/Strand-Well 4 Replacement/Strand-WWTP Extras/Strand-WWTP Extras

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Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
025592	CK	5/10/2018	460.00	084 HARVEST FARMS, LLC	Harvest Farms-Embedded Credits/Harvest Farms-Embedded Credits
025593	CK	5/10/2018	319.00	201 TCIC, INC.	TCIC-West Sub Cable/TCIC-West Sub Cable
025594	CK	5/10/2018	396.90	358 KUNZ GLOVE CO., INC.	Kunz Gloves-Gloves/Kunz Gloves-Gloves
025595	CK	5/10/2018	16,162.76	539 DEPT OF ADMIN-WISMART VENDOR #396028867 E	Dept of Admin-Public Benefits/Dept of Admin-Public Benefits
025596	CK	5/10/2018	1,380.00	807 KETTLE PARK WEST, LLC.-LOT 7B	Kettle Park-Embedded Credits/Kettle Park-Embedded Credits
025597	CK	5/10/2018	261.00	186 STAFFORD ROSENBAUM LLC	Stafford-Ordinance Review/Stafford-Ordinance Review/Stafford-Well 4 Motor control/Stafford-Well 4 Motor control
025598	CK	5/10/2018	5,128.98	207 L.W. ALLEN, INC.	LW Allen-Rebuild Pump/LW Allen-Rebuild Pump
025599	CK	5/10/2018	101.65	400 RESCO	Resco-Supplies/Resco-Supplies
025600	CK	5/10/2018	8,231.00	729 SHC SUGAR HILL CONSULTING, LLC	SHC Sugar Hill-Consulting/SHC Sugar Hill-Consulting
025601	CK	5/10/2018	20.00	756 ID-ACCESS	Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags
025602	CK	5/10/2018	612.05	562 BRIAN KOCH	B Koch-Customer Refund/B Koch-Customer Refund
025603	CK	5/10/2018	149.98	936 MELISSA ANDERSEN	M Andersen-Customer Refund/M Andersen-Customer Refund/M Andersen-Customer Refund/M Andersen-Customer Refund
025604	CK	5/10/2018	37,464.34	131 CITY OF STOUGHTON	City Stoton-March Aflac/City Stoton-March Aflac/City Stoton-May Life Ins/City Stoton-May Life Ins/City Stoton-March Rent/City Stoton-March Rent/City Stoton-Apr Delta Vision/City Stoton-Apr Delta Vision/City Stoton-March Aflac/City Stoton-March Aflac+
025605	CK	5/16/2018	992.82	280 LIVINGSTON MICROGRAPHICS, INC	Livingston-Dis Lamps/Livingston-Dis Lamps
025606	CK	5/16/2018	249.00	405 ROSENBAUM CRUSHING & EXCAV.	Rosenbaum-Dump charges/Rosenbaum-Dump charges/Rosenbaum-Dump charges/Rosenbaum-Dump charges

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Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
025607	CK	5/16/2018	3,777.98	451 INSIGHT FS	Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel
025608	CK	5/16/2018	25.00	675 WI STATE LABORATORY OF HYGIENE	Lab of Hygiene-Fluoride tests/Lab of Hygiene-Fluoride tests
025609	CK	5/16/2018	300.00	875 WI CPA	WI CPA-Renewal/WI CPA-Renewal/WI CPA-Renewal/WI CPA-Renewal/WI CPA-Renewal
025610	CK	5/16/2018	1,686.58	327 BORDER STATES ELECTRIC SUPPLY	Border States-Inventory/Border States-Inventory/Border States-Supplies/Border States-Supplies
025611	CK	5/16/2018	276.60	400 RESCO	Resco-Inventory/Resco-Inventory/Resco-Inventory/Resco-Inventory
025612	CK	5/16/2018	46.92	106 GURINDEREEP SINGHY DHILLON	G Dhillon-Customer Refund/G Dhillon-Customer Refund
025613	CK	5/16/2018	40.00	161 CHRIST LUTHERAN CHURCH-GLORIA	Christ Lutheran-Customer Ref/Christ Lutheran-Customer Ref
025614	CK	5/16/2018	132.78	257 CHRISTIAN & JESSICA SCHLOSS	C Schloss-Customer Refund/C Schloss-Customer Refund
025615	CK	5/16/2018	720.00	662 PGH FIRE PROTECTION, LLC	PGH-Preventer tests/PGH-Preventer tests/PGH-Preventer tests/PGH-Preventer tests
025616	CK	5/16/2018	18.31	757 KEVIN BARTOSCH	K Bartosch-Customer Refund/K Bartosch-Customer Refund
025617	CK	5/16/2018	19,797.20	131 CITY OF STOUGHTON	City Stoton-May Retirement/City Stoton-May Retirement/City Stoton-May Retirement/City Stoton-May Retirement/City Stoton-May Retirement
025618	CK	5/16/2018	272.00	133 WISCONSIN SCTF	WI SCTF-May B Support/WI SCTF-May B Support
025619	CK	5/16/2018	40.00	133 WISCONSIN SCTF	WI SCTF-May B Support/WI SCTF-May B Support
025620	CK	5/16/2018	176.77	133 WISCONSIN SCTF	WI SCTF-May B Support/WI SCTF-May B Support
025621	CK	5/23/2018	43,815.54	131 CITY OF STOUGHTON	City Stoton-Stormwater/City Stoton-Stormwater

Date: Monday, June 04, 2018
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Stoughton Utilities
Check Register Summary - Standard

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Period: - As of: 6/4/2018

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
101660	CK	5/10/2018	152.00	859 ANDREW RUDER	A Ruder-School/A Ruder-School/A Ruder-School/A Ruder-School
101661	CK	5/16/2018	44.00	310 HANSON PEST MANAGEMENT	Hanson Pest-Pest Maint.
101662	CK	5/16/2018	3,920.00	463 GREAT-WEST	Great West-May B Def Comp/Great West-May B Def Comp
101663	CK	5/16/2018	450.00	731 NORTH SHORE BANK FSB-DEFERRED COMP.	N Shore Bk-May B Def Comp/N Shore Bk-May B Def Comp
101664	CK	5/16/2018	5,903.91	995 MEUW	Meuw-Safety Mgmt/Meuw-Safety Mgmt/Meuw-Safety Mgmt/Meuw-Safety Mgmt/Meuw-Safety Mgmt
101665	CK	5/23/2018	301.46	181 BRIAN HOOPS	B Hoops-Conference/B Hoops-Conference
101666	CK	5/23/2018	61.75	193 SCOTT GRADY	S Grady-Reimbursement/S Grady-Reimbursement
101667	CK	5/23/2018	5,249.01	603 SEERA-WIPFLI LLP	Seera-CTC Funds/Seera-CTC Funds
101668	CK	5/23/2018	500.00	181 BRIAN HOOPS	B Hoops-Voiceshot/B Hoops-Voiceshot/B Hoops-Voiceshot/B Hoops-Voiceshot/B Hoops-Voiceshot
Company Total			1,167,548.97		

Date: Tuesday, May 08, 2018

Time: 11:00AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000084'

Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
Import ID: 009010		Import # : 0000000084							
7430	143	000000	108	ASLESON'S TRUE VALUE HDW	-143.46	REFUNDED	04/10/2018	5200	-
7430	143	000000	894	THE OSTHOFF RESORT	-3.15	Training expense - Lodging incidental - WLIA Annual Conference - Charge Re	04/05/2018	4300	-
7450	652	000000	571	USA BLUE BOOK	-258.40	RETURNED FOOT VALVES	04/06/2018	7400	-
7460	833	000000	937	SPEE-DEE DELIVERY	21.12	SAMPLE SHIPPING COSTS	04/02/2018	8300	-
7460	833	000000	974	NORTHERN LAKE SERVICE, IN	39.00	WW SAMPLE TESTING	04/09/2018	8300	-
7460	833	000000	974	NORTHERN LAKE SERVICE, IN	579.40	WW SAMPLE TESTING	04/13/2018	8300	-
7460	833	000000	937	SPEE-DEE DELIVERY	19.98	SAMPLE SHIPPING COSTS	04/16/2018	8300	-
7460	833	000000	974	NORTHERN LAKE SERVICE, IN	32.00	WW SAMPLE TESTING	04/20/2018	8300	-
7430	586	000000	259	ITRON INC	1,238.64	Itron Metering - Quarterly hardware and software maintenance and support	04/23/2018	3650	-
7450	663	000000	259	ITRON INC	450.41	Itron Metering - Quarterly hardware and software maintenance and support	04/23/2018	3650	-
7460	851	000000	259	ITRON INC	563.03	Itron Metering - Quarterly hardware and software maintenance and support	04/23/2018	3650	-
7430	921	000000	836	MSFT E04005JEMM	31.90	SOFTWARE LICENSING - HOSTED MICROSOFT LYNC	04/03/2018	5250	-
7450	921	000000	836	MSFT E04005JEMM	11.60	SOFTWARE LICENSING - HOSTED MICROSOFT LYNC	04/03/2018	5250	-
7460	851	000000	836	MSFT E04005JEMM	14.50	SOFTWARE LICENSING - HOSTED MICROSOFT LYNC	04/03/2018	5250	-
7430	903	000000	419	PAYFLOW/PAYPAL	37.82	Credit card processing - Desktop and recurring	04/03/2018	5250	-
7450	903	000000	419	PAYFLOW/PAYPAL	13.61	Credit card processing - Desktop and recurring	04/03/2018	5250	-
7460	840	000000	419	PAYFLOW/PAYPAL	18.15	Credit card processing - Desktop and recurring	04/03/2018	5250	-
7430	233	001099	419	PAYFLOW/PAYPAL	6.07	Credit card processing - Desktop and recurring	04/03/2018	5250	-
7430	903	000000	419	PAYFLOW/PAYPAL	58.12	Credit card processing - MyAccount Online	04/03/2018	5250	-
7450	903	000000	419	PAYFLOW/PAYPAL	20.92	Credit card processing - MyAccount Online	04/03/2018	5250	-
7460	840	000000	419	PAYFLOW/PAYPAL	27.90	Credit card processing - MyAccount Online	04/03/2018	5250	-
7430	233	001099	419	PAYFLOW/PAYPAL	9.31	Credit card processing - MyAccount Online	04/03/2018	5250	-
7430	921	000000	604	CDW GOVT #MJR7844	1,305.34	2018 DESKTOP REPLACEMENTS X4	04/13/2018	5250	-
7450	921	000000	604	CDW GOVT #MJR7844	474.67	2018 DESKTOP REPLACEMENTS X4	04/13/2018	5250	-
7460	851	000000	604	CDW GOVT #MJR7844	593.35	2018 DESKTOP REPLACEMENTS X4	04/13/2018	5250	-
7430	921	000000	604	CDW GOVT #MKB8037	23.58	WAP BRACKETS X4 - GARAGES AND WAREHOUSE	04/16/2018	5250	-
7450	921	000000	604	CDW GOVT #MKB8037	8.57	WAP BRACKETS X4 - GARAGES AND WAREHOUSE	04/16/2018	5250	-
7460	851	000000	604	CDW GOVT #MKB8037	10.73	WAP BRACKETS X4 - GARAGES AND WAREHOUSE	04/16/2018	5250	-
7430	921	000000	994	AMAZON MKTPLACE PMTS	236.85	Wireless access points x4 - Garages and warehouse	04/16/2018	5250	-
7450	921	000000	994	AMAZON MKTPLACE PMTS	86.12	Wireless access points x4 - Garages and warehouse	04/16/2018	5250	-
7460	851	000000	994	AMAZON MKTPLACE PMTS	107.67	Wireless access points x4 - Garages and warehouse	04/16/2018	5250	-
7430	921	000000	604	CDW GOVT #MKD2163	386.19	SWITCH UPGRADE - GARAGES	04/16/2018	5250	-
7450	921	000000	604	CDW GOVT #MKD2163	140.43	SWITCH UPGRADE - GARAGES	04/16/2018	5250	-
7460	851	000000	604	CDW GOVT #MKD2163	175.56	SWITCH UPGRADE - GARAGES	04/16/2018	5250	-
7430	921	000000	422	AMAZON.COM AMZN.COM/BILL	135.28	Admin iPad accessories	04/16/2018	5250	-
7450	921	000000	422	AMAZON.COM AMZN.COM/BILL	49.19	Admin iPad accessories	04/16/2018	5250	-
7460	851	000000	422	AMAZON.COM AMZN.COM/BILL	61.51	Admin iPad accessories	04/16/2018	5250	-
7430	588	000000	436	STOUGHTON LUMBER CO	3.78	SINGLE CUT KEY	04/05/2018	5200	-
7430	143	000000	108	ASLESON'S TRUE VALUE HDW	143.46	REFUNDED	04/10/2018	5200	-
7430	593	000000	108	ASLESON'S TRUE VALUE HDW	67.99	MISC REPAIRS	04/10/2018	5200	-
7430	594	000000	108	ASLESON'S TRUE VALUE HDW	67.99	MISC REPAIRS	04/10/2018	5200	-
7450	642	000000	108	ASLESON'S TRUE VALUE HDW	4.47	SAMPLING SITE KEYS	04/20/2018	8400	-

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Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
7450	633	000000	108	ASLESON'S TRUE VALUE HDW	13.99	ELECTRIC PANEL REPAIR	04/26/2018	8400	-
7450	675	000000	148	FASTENAL COMPANY01	10.20	VALVE BOX REPAIRS	04/04/2018	8700	-
7430	932	000000	507	WAL-MART #1176	6.87	SALT FOR SIDEWALKS	04/17/2018	8700	-
7450	932	000000	507	WAL-MART #1176	2.50	SALT FOR SIDEWALKS	04/17/2018	8700	-
7460	834	000000	507	WAL-MART #1176	3.13	SALT FOR SIDEWALKS	04/17/2018	8700	-
7430	932	000000	108	ASLESON'S TRUE VALUE HDW	6.04	TOILET REPAIRS	04/26/2018	8700	-
7450	932	000000	108	ASLESON'S TRUE VALUE HDW	2.19	TOILET REPAIRS	04/26/2018	8700	-
7460	834	000000	108	ASLESON'S TRUE VALUE HDW	2.76	TOILET REPAIRS	04/26/2018	8700	-
7430	932	000000	436	STOUGHTON LUMBER CO	12.64	TOILET REPAIRS	04/27/2018	8700	-
7450	932	000000	436	STOUGHTON LUMBER CO	4.59	TOILET REPAIRS	04/27/2018	8700	-
7460	834	000000	436	STOUGHTON LUMBER CO	5.76	TOILET REPAIRS	04/27/2018	8700	-
7450	934	000000	043	AIRGASS NORTH	64.85	GAS REFILL	04/30/2018	8700	-
7450	675	000000	108	ASLESON'S TRUE VALUE HDW	10.99	CURB STOP REPAIR SUPPLIES	04/24/2018	7400	-
7460	832	000000	148	FASTENAL COMPANY01	6.36	EASTWOOD LIFT STATION MAINT.	04/04/2018	8710	-
7460	827	000000	994	TRACTOR SUPPLY #2236	44.99	HAND TRUCK	04/11/2018	8710	-
7460	831	000000	436	STOUGHTON LUMBER CO	8.20	MANHOLE REPAIRS	04/13/2018	8710	-
7460	834	000000	626	663 STOUGHTON BUMPER TO B	38.99	SOCKET FOR PISTON PUMP	04/19/2018	8710	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	11.99	TDSL PUMP REPAIRS	04/19/2018	8710	-
7460	834	000000	626	663 STOUGHTON BUMPER TO B	12.89	EXHAUST FAN BELT	04/26/2018	8710	-
7460	851	000000	962	OFFICESUPPLY.COM	78.00	WYPALL TOWELS	04/02/2018	8200	-
7460	831	000000	674	NORTHERN SEWER EQUIP	209.40	JET VAC PARTS	04/09/2018	8200	-
7460	827	000000	108	ASLESON'S TRUE VALUE HDW	10.99	FEELER GAUGE	04/11/2018	8200	-
7460	833	000000	148	FASTENAL COMPANY01	3.11	TDSL PUMP SUPPLIES	04/13/2018	8200	-
7460	827	000000	626	663 STOUGHTON BUMPER TO B	77.60	TORQUE WRENCH	04/13/2018	8200	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	32.15	TDSL PUMP SUPPLIES	04/13/2018	8200	-
7460	833	000000	207	LW ALLEN	2,761.48	TDSL PARTS AND REPAIRS	04/17/2018	8200	-
7460	833	000000	994	GREENHOUSE MEGASTO	191.93	DISINFECTION TANK COVER	04/26/2018	8200	-
7460	834	000000	108	ASLESON'S TRUE VALUE HDW	15.98	MOP HEADS	04/26/2018	8200	-
7430	903	000000	954	VOICESHOT LLC	60.00	Outbound dialing funds refill	04/19/2018	3670	-
7450	903	000000	954	VOICESHOT LLC	21.60	Outbound dialing funds refill	04/19/2018	3670	-
7460	840	000000	954	VOICESHOT LLC	28.80	Outbound dialing funds refill	04/19/2018	3670	-
7430	233	001099	954	VOICESHOT LLC	9.60	Outbound dialing funds refill	04/19/2018	3670	-
7430	926	000000	578	THE SHOE BOX	194.00	SAFETY BOOTS	04/16/2018	5400	-
7430	921	000000	352	STAPLS7195198555000001	96.57	GENERAL KITCHEN AND JANITORIAL SUPPLIES	04/05/2018	3680	-
7450	921	000000	352	STAPLS7195198555000001	35.11	GENERAL KITCHEN AND JANITORIAL SUPPLIES	04/05/2018	3680	-
7460	851	000000	352	STAPLS7195198555000001	43.91	GENERAL KITCHEN AND JANITORIAL SUPPLIES	04/05/2018	3680	-
7430	921	000000	352	STAPLS7195199444000001	26.34	GENERAL OFFICE SUPPLIES	04/05/2018	3680	-
7450	921	000000	352	STAPLS7195199444000001	9.48	GENERAL OFFICE SUPPLIES	04/05/2018	3680	-
7460	851	000000	352	STAPLS7195199444000001	12.64	GENERAL OFFICE SUPPLIES	04/05/2018	3680	-
7430	233	001099	352	STAPLS7195199444000001	4.23	GENERAL OFFICE SUPPLIES	04/05/2018	3680	-
7430	921	000000	994	JIMMY JOHNS - 1959 - E	25.85	Meeting expense - SU supervisors	04/06/2018	3680	-
7450	921	000000	994	JIMMY JOHNS - 1959 - E	9.40	Meeting expense - SU supervisors	04/06/2018	3680	-
7460	851	000000	994	JIMMY JOHNS - 1959 - E	11.75	Meeting expense - SU supervisors	04/06/2018	3680	-
7430	920	000000	089	MUNICIPAL ELECTRIC UTILIT	260.00	Training Expense - Registration - MEUW Annual Conference - RKardasz	04/10/2018	3680	-

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7450	642	000000	824	UPS 1ZG194WT0334006728	9.73	SHIPPING OF WATER SAMPLES TO LAB	04/12/2018	3680	-
7430	920	000000	445	TLF STOUGHTON FLORAL	17.87	Departure gift - DOlson	04/16/2018	3680	-
7450	920	000000	445	TLF STOUGHTON FLORAL	6.50	Departure gift - DOlson	04/16/2018	3680	-
7460	850	000000	445	TLF STOUGHTON FLORAL	8.13	Departure gift - DOlson	04/16/2018	3680	-
7430	921	000000	601	FOSDAL BAKERY LLC	4.67	Meeting expense - Utilities Committee	04/17/2018	3680	-
7450	921	000000	601	FOSDAL BAKERY LLC	1.70	Meeting expense - Utilities Committee	04/17/2018	3680	-
7460	851	000000	601	FOSDAL BAKERY LLC	2.13	Meeting expense - Utilities Committee	04/17/2018	3680	-
7450	642	000000	824	UPS 1ZG194WT0335219130	9.73	SHIPPING OF WATER SAMPLES TO LAB	04/19/2018	3680	-
7430	920	000000	445	TLF STOUGHTON FLORAL	29.39	Welcome gift - TSwadley	04/20/2018	3680	-
7450	920	000000	445	TLF STOUGHTON FLORAL	10.69	Welcome gift - TSwadley	04/20/2018	3680	-
7460	850	000000	445	TLF STOUGHTON FLORAL	13.37	Welcome gift - TSwadley	04/20/2018	3680	-
7450	642	000000	824	UPS 1ZG194WT0304388695	9.73	SHIPPING OF WATER SAMPLES TO LAB	04/27/2018	3680	-
7430	921	000000	352	STAPLS7196536366000001	111.23	GENERAL OFFICE SUPPLIES	04/27/2018	3680	-
7450	921	000000	352	STAPLS7196536366000001	40.04	GENERAL OFFICE SUPPLIES	04/27/2018	3680	-
7460	851	000000	352	STAPLS7196536366000001	53.39	GENERAL OFFICE SUPPLIES	04/27/2018	3680	-
7430	233	001099	352	STAPLS7196536366000001	17.81	GENERAL OFFICE SUPPLIES	04/27/2018	3680	-
7430	926	000000	398	HOFFMAN BOOTS	284.00	SAFETY BOOTS	04/03/2018	6960	-
7430	593	000000	436	STOUGHTON LUMBER CO	25.98	TOOLS FOR TRUCK #5	04/20/2018	6960	-
7430	594	000000	436	STOUGHTON LUMBER CO	25.99	TOOLS FOR TRUCK #5	04/20/2018	6960	-
7430	593	000000	108	ASLESON'S TRUE VALUE HDW	5.74	DRILL BITS	04/17/2018	5296	-
7430	594	000000	108	ASLESON'S TRUE VALUE HDW	5.74	DRILL BITS	04/17/2018	5296	-
7430	593	000000	436	STOUGHTON LUMBER CO	3.99	MISC SUPPLIES	04/18/2018	5296	-
7430	594	000000	436	STOUGHTON LUMBER CO	4.00	MISC SUPPLIES	04/18/2018	5296	-
7430	920	000000	601	FOSDAL BAKERY LLC	31.50	DONUTS	04/19/2018	5296	-
7430	593	000000	436	STOUGHTON LUMBER CO	15.90	MISC SUPPLIES	04/27/2018	5296	-
7430	594	000000	436	STOUGHTON LUMBER CO	15.90	MISC SUPPLIES	04/27/2018	5296	-
7430	593	000000	436	STOUGHTON LUMBER CO	5.27	MISC SUPPLIES	04/02/2018	6930	-
7430	594	000000	436	STOUGHTON LUMBER CO	5.28	MISC SUPPLIES	04/02/2018	6930	-
7430	593	000000	108	ASLESON'S TRUE VALUE HDW	7.53	MISC SUPPLIES	04/04/2018	6930	-
7430	594	000000	108	ASLESON'S TRUE VALUE HDW	7.53	MISC SUPPLIES	04/04/2018	6930	-
7450	663	000000	571	USA BLUE BOOK	140.38	GASKETS FOR METER INSTALLS	04/10/2018	5275	-
7450	642	000000	974	NORTHERN LAKE SERVICE, IN	4,644.00	DNR REQUIRED WATER TESTING	04/13/2018	5275	-
7450	631	000000	134	CRESCENT ELECTRIC 130	22.18	WELL #5 GROUNDING	04/05/2018	6980	-
7430	933	000000	994	KWIK TRIP 47200004721	41.90	GAS FOR SCHOOL	04/20/2018	6980	-
7430	593	000000	894	HAMPTON INN EAU CLAIRE	178.00	HOTEL FOR SCHOOL	04/23/2018	6980	-
7430	594	000000	894	HAMPTON INN EAU CLAIRE	178.00	HOTEL FOR SCHOOL	04/23/2018	6980	-
7430	926	000000	809	CINTAS 446	160.23	UNIFORM CLEANING	04/02/2018	4000	-
7450	926	000000	809	CINTAS 446	29.54	UNIFORM CLEANING	04/02/2018	4000	-
7460	854	000000	809	CINTAS 446	22.27	UNIFORM CLEANING	04/02/2018	4000	-
7430	926	000000	809	CINTAS 446	160.23	UNIFORM CLEANING	04/09/2018	4000	-
7450	926	000000	809	CINTAS 446	29.54	UNIFORM CLEANING	04/09/2018	4000	-
7460	854	000000	809	CINTAS 446	22.27	UNIFORM CLEANING	04/09/2018	4000	-
7450	652	000000	994	CREAM CTY STATELINE SCA	303.00	WELL 6 AND 4 SERVICE CALL/SCALE	04/11/2018	4000	-
7430	143	000000	994	CREAM CTY STATELINE SCA	16.67	SALES TAX CHARGED	04/11/2018	4000	-

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Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
7430	932	000000	124	CLEAN GREEN WISCONSIN	109.45	ADMIN AREA CLEANING	04/11/2018	4000	-
7450	932	000000	124	CLEAN GREEN WISCONSIN	39.80	ADMIN AREA CLEANING	04/11/2018	4000	-
7460	834	000000	124	CLEAN GREEN WISCONSIN	49.75	ADMIN AREA CLEANING	04/11/2018	4000	-
7450	107.14	000000	354	HYDRO DESIGNS	1,000.00	CROSS CONNECTION-MARCH 2018	04/13/2018	4000	180901XX - 1
7450	107.14	000000	354	HYDRO DESIGNS	1,000.00	CROSS CONNECTION-FEBRUARY 2018	04/13/2018	4000	180901XX - 1
7430	926	000000	809	CINTAS 446	160.23	UNIFORM CLEANING	04/16/2018	4000	-
7450	926	000000	809	CINTAS 446	29.54	UNIFORM CLEANING	04/16/2018	4000	-
7460	854	000000	809	CINTAS 446	22.27	UNIFORM CLEANING	04/16/2018	4000	-
7430	934	000000	994	CAPITAL EQUIPMENT	69.00	FORK LIFT MAINT.	04/18/2018	4000	-
7450	107.14	000000	354	HYDRO DESIGNS	1,000.00	CROSS CONNECTION-JANUARY 2018	04/18/2018	4000	180901XX - 1
7450	641	000000	309	HAWKINS INC	1,600.54	CHEMICALS	04/19/2018	4000	-
7430	926	000000	809	CINTAS 446	160.23	UNIFORM CLEANING	04/23/2018	4000	-
7450	926	000000	809	CINTAS 446	29.54	UNIFORM CLEANING	04/23/2018	4000	-
7460	854	000000	809	CINTAS 446	22.27	UNIFORM CLEANING	04/23/2018	4000	-
7450	107.14	000000	994	DSPS E SERVICE FEE COM	0.40	HYDRANT METER BACK FLOW PREVENTER TESTING	04/26/2018	4000	180901XX - 1
7450	107.14	000000	994	DSPS EPAY ISE	20.00	HYDRANT METER BACKFLOW PREVENTER TESTING	04/26/2018	4000	180901XX - 1
7430	926	000000	281	AMARIL UNIFORM COMPANY #1	198.99	BRIAN SCHEEL JACKET	04/30/2018	4000	-
7430	926	000000	809	CINTAS 446	160.23	UNIFORM CLEANING	04/30/2018	4000	-
7450	926	000000	809	CINTAS 446	29.54	UNIFORM CLEANING	04/30/2018	4000	-
7460	854	000000	809	CINTAS 446	22.27	UNIFORM CLEANING	04/30/2018	4000	-
7430	926	000000	578	THE SHOE BOX	241.00	SAFETY BOOTS	04/02/2018	6940	-
7430	593	000000	894	HAMPTON INN - EAU CLAI	178.00	HOTEL FOR SCHOOL	04/23/2018	6940	-
7430	594	000000	894	HAMPTON INN - EAU CLAI	178.00	HOTEL FOR SCHOOL	04/23/2018	6940	-
7430	593	000000	148	FASTENAL COMPANY01	65.38	CHIPPER BLADES	04/30/2018	6940	-
7430	232	001099	134	CRESCENT ELECTRIC 087	2,310.00	ELECTRIC INVENTORY	04/03/2018	4100	-
7430	232	001099	134	CRESCENT ELECTRIC 087	418.50	ELECTRIC INVENTORY	04/03/2018	4100	-
7450	232	001099	550	FIRST SUPPLY WFPG MAD	1,644.25	WATER INVENTORY	04/04/2018	4100	-
7430	932	000000	134	CRESCENT ELECTRIC 087	1,821.87	OUTSIDE LIGHTS	04/05/2018	4100	-
7450	932	000000	134	CRESCENT ELECTRIC 087	662.50	OUTSIDE LIGHTS	04/05/2018	4100	-
7460	834	000000	134	CRESCENT ELECTRIC 087	828.13	OUTSIDE LIGHTS	04/05/2018	4100	-
7430	583	000000	355	STUART C IRBY	365.50	MISC OH SUPPLIES	04/09/2018	4100	-
7430	232	001099	355	STUART C IRBY	429.00	ELECTRIC INVENTORY	04/09/2018	4100	-
7430	107.14	000000	521	WESCO - # 7855	6,137.64	EAST SUB WILDLIFE PROTECTION	04/09/2018	4100	180013XX - 1
7430	932	000000	422	AMAZON.COM	54.74	RUGS FOR LOBBY	04/10/2018	4100	-
7450	932	000000	422	AMAZON.COM	19.90	RUGS FOR LOBBY	04/10/2018	4100	-
7460	834	000000	422	AMAZON.COM	24.89	RUGS FOR LOBBY	04/10/2018	4100	-
7430	163	000000	148	FASTENAL COMPANY01	312.67	BACK STORAGE AREA	04/11/2018	4100	-
7450	163	000000	148	FASTENAL COMPANY01	104.23	BACK STORAGE AREA	04/11/2018	4100	-
7430	583	000000	824	UPS 1ZD4W91T0320005410	13.18	RUBBER SLEEVES TO BE TESTED	04/13/2018	4100	-
7430	593	000000	355	STUART C IRBY	85.00	MISC OH SUPPLIES	04/13/2018	4100	-
7430	232	001099	355	STUART C IRBY	546.30	ELECTRIC INVENTORY	04/13/2018	4100	-
7430	593	000000	994	HALLS SAFETY EQUIPMENT CO	22.95	DOUBLE FACE HAMMER	04/16/2018	4100	-
7430	594	000000	994	HALLS SAFETY EQUIPMENT CO	22.95	DOUBLE FACE HAMMER	04/16/2018	4100	-
7430	593	000000	786	NAPA PARTS - SNP 0027410	12.66	SAFETY VESTS	04/16/2018	4100	-

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7430	594	000000	786	NAPA PARTS - SNP 0027410	12.66	SAFETY VESTS	04/16/2018	4100	-
7450	673	000000	816	CORE & MAIN LP 233	148.83	MAIN REPAIR ACCESSORIES	04/17/2018	4100	-
7430	232	001099	355	STUART C IRBY	657.91	ELECTRIC INVENTORY	04/19/2018	4100	-
7450	232	001099	816	CORE & MAIN LP 233	348.75	WATER INVENTORY	04/25/2018	4100	-
7430	593	000000	983	C M HYDRAULIC TOOL SUPP	314.17	HYDRAULIC TOOL REPAIR	04/30/2018	4100	-
7430	594	000000	983	C M HYDRAULIC TOOL SUPP	314.18	HYDRAULIC TOOL REPAIR	04/30/2018	4100	-

Total: 42,129.51

Stoughton Utilities

Financial Summary

April 2018-YTD

Highlights-Comparison to prior month

I have no concerns with the utility's financial status. The following items are meant to illustrate significant changes in the financial summary from prior periods.

Overall Summary:

- The April 2018 results are reasonable in comparison to the March 2018 and April 2017 results. Detailed analysis is provided below.

Electric Summary:

- Electric sales decreased \$114,200 compared to March due to a 8% decrease in consumption and 6% decrease in peak demand
- Purchased power costs decreased \$99,700 compared to March due to a 5% decrease in kWh purchased
- Operating expenses decreased \$45,900 compared to March due to more labor being capitalized in April, less in conference/seminar costs and the write off of uncollectible accounts in March
- Non-operating income increased \$9,800 compared to March mainly due to \$8,900 in 1st quarter ATC earnings
- Unrestricted cash balances are at 4.80 months of sales (Goal is 6 months)
- ROR is 1.14% compared to 1.34% this time last year

Water Summary:

- Water sales decreased \$3,600 compared to March due to a 3% decrease in consumption
- Operating expenses increased \$10,300 compared to March mainly due to \$4,600 in DNR required testing and \$2,300 in PSC assessments
- Unrestricted cash balances are at 1.45 months of sales (Goal is 6 months)
- ROR is 0.73% compared to 1.03% this time last year
- Amounts in construction in progress to date that will be expensed at year-end:

\$ 17,400

Wastewater Summary:

- Wastewater sales decreased \$6,800 compared to March due to a 4% decrease in sales consumption
- Operating expenses increased \$11,900 compared to March mainly due to repairs to a lift station pump and a TDSL pump
- Unrestricted cash balances are at 10.44 months of sales (Goal is 6 months)

Submitted by:
Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets
As of April 30, 2018

	<u>Electric</u>	<u>Water</u>	<u>Wastewater</u>	<u>Combined</u>
Assets				
Cash & Investments	\$ 7,072,076	\$ 1,254,208	\$ 3,020,990	\$ 11,347,274
Customer A/R	1,278,197	208,325	198,676	1,685,198
Other A/R	144,758	152	4	144,915
Other Assets	958,306	277,277	167,438	1,403,021
Plant in Service	26,271,405	15,492,155	29,538,690	71,302,250
Accumulated Depreciation	(13,627,512)	(5,247,714)	(11,276,946)	(30,152,172)
Plant in Service - CIAC	3,434,431	7,589,175	-	11,023,606
Accumulated Depreciation-CIAC	(1,729,733)	(2,109,591)	-	(3,839,324)
Construction Work in Progress	3,073,759	75,222	86,279	3,235,260
GASB 68 Deferred Outflow	457,351	157,142	173,873	788,366
Total Assets	<u>\$ 27,333,038</u>	<u>\$ 17,696,350</u>	<u>\$ 21,909,005</u>	<u>\$ 66,938,394</u>
Liabilities + Net Assets				
Accounts Payable	\$ 209,350	\$ 64,243	\$ 45,079	\$ 318,672
Payable to City of Stoughton	587,774	566,305	-	1,154,079
Interest Accrued	7,572	(368)	(2,298)	4,906
Other Liabilities	602,066	99,242	128,074	829,382
Long-Term Debt	5,138,833	2,703,378	4,568,264	12,410,475
Net Assets	20,565,354	14,185,264	17,082,128	51,832,747
GASB 68 Deferred Inflow	222,090	78,286	87,758	388,134
Total Liabilities + Net Assets	<u>\$ 27,333,038</u>	<u>\$ 17,696,350</u>	<u>\$ 21,909,005</u>	<u>\$ 66,938,394</u>

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
April 2018

	Electric	Water	Wastewater	Total
<i>Operating Revenue:</i>				
Sales	\$ 4,527,729	\$ 659,209	\$ 648,858	\$ 5,835,796
Other	53,802	21,521	27,775	103,099
<i>Total Operating Revenue:</i>	\$ 4,581,531	\$ 680,730	\$ 676,634	\$ 5,938,895
<i>Operating Expense:</i>				
Purchased Power	3,331,435	-	-	3,331,435
Expenses (Including Taxes)	591,264	295,417	289,455	1,176,136
PILOT	149,332	146,000	-	295,332
Depreciation	371,032	164,400	282,332	817,764
<i>Total Operating Expense:</i>	\$ 4,443,064	\$ 605,817	\$ 571,787	\$ 5,620,667
<i>Operating Income</i>	\$ 138,468	\$ 74,913	\$ 104,847	\$ 318,228
Non-Operating Income	261,837	16,412	32,996	311,245
Non-Operating Expense	(42,635)	(17,032)	(40,900)	(100,567)
<i>Net Income</i>	\$ 357,669	\$ 74,294	\$ 96,943	\$ 528,906

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
April 2017

	Electric	Water	Wastewater	Total
<i>Operating Revenue:</i>				
Sales	\$ 4,425,687	\$ 658,182	\$ 635,459	\$ 5,719,329
Other	51,796	\$ 20,060	\$ 26,655	98,510
<i>Total Operating Revenue:</i>	\$ 4,477,483	\$ 678,242	\$ 662,114	\$ 5,817,838
<i>Operating Expense:</i>				
Purchased Power	3,312,235	-	-	3,312,235
Expenses (Including Taxes)	538,989	285,162	312,579	1,136,730
PILOT	132,000	140,332	-	272,332
Depreciation	331,952	153,568	271,668	757,188
<i>Total Operating Expense:</i>	\$ 4,315,176	\$ 579,062	\$ 584,247	\$ 5,478,486
<i>Operating Income</i>	\$ 162,307	\$ 99,180	\$ 77,866	\$ 339,353
Non-Operating Income	261,618	27,280	39,896	328,794
Non-Operating Expense	(45,362)	(31,332)	(45,000)	(121,694)
<i>Net Income</i>	\$ 378,564	\$ 95,128	\$ 72,762	\$ 546,454

STOUGHTON UTILITIES
Detailed Monthly Income Statements
April 2018

ELECTRIC

	April 2018	March 2018	Change from Prior Month	April 2017
<i>Operating Revenue:</i>				
Sales	\$ 1,003,178	\$ 1,117,370	\$ (114,191)	\$ 1,006,944
Other	2,810	2,340	470	(6,263)
<i>Total Operating Revenue:</i>	\$ 1,005,988	\$ 1,119,709	\$ (113,721)	\$ 1,000,681
<i>Operating Expense:</i>				
Purchased Power	716,932	816,677	(99,745)	731,384
Expenses (Including Taxes)	112,215	158,141	(45,925)	159,344
PILOT	37,333	37,333	-	33,000
Depreciation	92,758	92,758	-	82,988
<i>Total Operating Expense:</i>	\$ 959,239	\$ 1,104,909	\$ (145,670)	\$ 1,006,716
<i>Operating Income</i>	\$ 46,750	\$ 14,801	\$ 31,949	\$ (6,035)
Non-Operating Income	18,001	8,162	9,839	28,474
Non-Operating Expense	(9,879)	(9,905)	26	(10,587)
<i>Net Income</i>	\$ 54,871	\$ 13,057	\$ 41,814	\$ 11,853

WATER

	April 2018	March 2018	Change from Prior Month	April 2017
<i>Operating Revenue:</i>				
Sales	\$ 165,161	\$ 168,799	\$ (3,638)	\$ 160,244
Other	5,278	5,328	(49)	5,026
<i>Total Operating Revenue:</i>	\$ 170,439	\$ 174,126	\$ (3,687)	\$ 165,270
<i>Operating Expense:</i>				
Expenses (Including Taxes)	78,838	68,573	10,265	82,434
PILOT	36,500	36,500	-	35,083
Depreciation	41,100	41,100	-	38,392
<i>Total Operating Expense:</i>	\$ 156,438	\$ 146,173	\$ 10,265	\$ 155,909
<i>Operating Income</i>	\$ 14,001	\$ 27,953	\$ (13,952)	\$ 9,361
Non-Operating Income	1,853	(1,096)	2,949	2,054
Non-Operating Expense	(4,258)	(4,258)	-	(7,833)
<i>Net Income</i>	\$ 11,597	\$ 22,599	\$ (11,002)	\$ 3,582

WASTEWATER

	April 2018	March 2018	Change from Prior Month	April 2017
<i>Operating Revenue:</i>				
Sales	\$ 161,463	\$ 168,229	\$ (6,766)	\$ 152,826
Other	7,902	6,635	1,268	10,562
<i>Total Operating Revenue:</i>	\$ 169,366	\$ 174,864	\$ (5,498)	\$ 163,388
<i>Operating Expense:</i>				
Expenses (Including Taxes)	77,846	65,908	11,938	89,241
Depreciation	70,583	70,583	-	67,917
<i>Total Operating Expense:</i>	\$ 148,429	\$ 136,491	\$ 11,938	\$ 157,158
<i>Operating Income</i>	\$ 20,937	\$ 38,373	\$ (17,436)	\$ 6,229
Non-Operating Income	2,155	142	2,013	1,270
Non-Operating Expense	(10,225)	(10,225)	-	(11,250)
<i>Net Income</i>	\$ 12,867	\$ 28,290	\$ (15,423)	\$ (3,751)

STOUGHTON UTILITIES

Rate of Return

Year-to-Date April 2018

	Electric	Water
Operating Income (Regulatory)	\$ 138,468	\$ 74,913
Average Utility Plant in Service	25,746,211	15,428,295
Average Accumulated Depreciation	(13,511,103)	(5,085,964)
Average Materials and Supplies	180,600	40,675
Average Regulatory Liability	(121,884)	(188,258)
Average Customer Advances	(132,308)	-
Average Net Rate Base	\$ 12,161,515	\$ 10,194,749
April 2018 Rate of Return	1.14%	0.73%
April 2017 Rate of Return	1.34%	1.03%
December 2017 Rate of Return	6.46%	3.22%
Authorized Rate of Return	5.00%	5.25%

STOUGHTON UTILITIES
Cash and Investments Summary
As of April 30, 2018

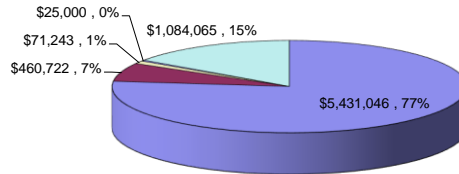
Electric

April 2018

Unrestricted (4.80 months sales)	\$	5,431,046
Bond Reserve	\$	460,722
Redemption Fund (P&I)	\$	71,243
Depreciation	\$	25,000
Designated	\$	1,084,065
Total	\$	<u>7,072,076</u>

Electric Cash - April 2018

■ Unrestricted (4.80 months sales) ■ Bond Reserve ■ Redemption Fund (P&I) ■ Depreciation ■ Designated



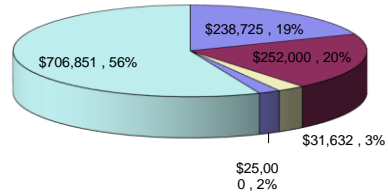
Water

April 2018

Unrestricted (1.45 months sales)	\$	238,725
Bond Reserve	\$	252,000
Redemption Fund (P&I)	\$	31,632
Depreciation	\$	25,000
Designated	\$	706,851
Total	\$	<u>1,254,208</u>

Water Cash - April 2018

■ Unrestricted (1.45 months sales) ■ Bond Reserve ■ Redemption Fund (P&I) ■ Depreciation ■ Designated



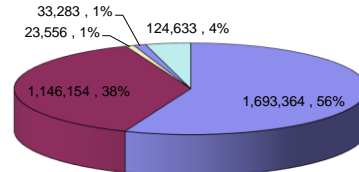
Wastewater

April 2018

Unrestricted (10.44 months sales)	1,693,364
DNR Replacement	1,146,154
Redemption Fund (P&I)	23,556
Depreciation	33,283
Designated	124,633
Total	<u>3,020,990</u>

Wastewater Cash - April 2018

■ Unrestricted (10.44 months sales) ■ DNR Replacement ■ Redemption Fund (P&I) ■ Depreciation ■ Designated



STOUGHTON UTILITIES
2018 Statistical Worksheet

Electric	Total Sales 2017 kWh	Total kWh Purchased 2017	Total Sales 2018 kWh	Total kWh Purchased 2018	Demand Peak 2017	Demand Peak 2018
January	12,379,222	12,812,545	12,609,523	13,204,183	23,662	24,195
February	10,691,419	10,759,773	11,167,697	11,394,593	21,934	22,984
March	11,785,378	11,607,813	11,302,081	11,305,664	20,399	20,886
April	9,553,672	10,048,660	10,321,192	10,759,236	18,091	19,558
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	44,409,691	45,228,791	45,400,493	46,663,676		

Water	Total Sales 2017 Gallons	Total Gallons Pumped 2017	Total Sales 2018 Gallons	Total Gallons Pumped 2018	Max Daily High 2017	Max Daily Highs 2018
January	37,110,000	43,748,000	35,560,000	44,660,000	1,629,000	1,668,000
February	34,905,000	41,145,000	33,594,000	41,438,000	1,780,000	1,711,000
March	38,893,000	40,725,000	36,877,000	40,980,000	1,542,000	1,449,000
April	33,884,000	39,290,000	35,691,000	40,572,000	2,105,000	1,583,000
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	144,792,000	164,908,000	141,722,000	167,650,000		

Wastewater	Total Sales 2017 Gallons	Total Treated Gallons 2017	Total Sales 2018 Gallons	Total Treated Gallons 2018	Precipitation 2017	Precipitation 2018
January	25,221,000	33,337,000	25,668,000	31,460,000	2.43	2.15
February	23,196,000	27,663,000	23,717,000	30,781,000	1.34	3.54
March	26,255,000	29,882,000	25,915,000	28,544,000	2.69	0.75
April	23,309,000	32,828,000	24,788,000	28,602,000	6.80	1.87
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	97,981,000	123,710,000	100,088,000	119,387,000	13.26	8.31



Stoughton Utilities Activities Report May 2018

Administration

Robert P. Kardasz, P.E.
Utilities Director

During May, the Utilities Director participated in meetings of the Utilities Committee, City Council, and Leadership Team, as well as two meetings of the Redevelopment Authority, and the 2018 MEUW Annual Conference. Training included anti-harassment education, emergency response, blood borne pathogens, and active shooter response. Internal project meetings included discussions on the West Substation project, 2019 utility and street reconstruction planning, and other current and future utility projects. Numerous internal meetings were held regarding strategic planning, staffing updates, emergency operations response and the Dark Sky exercise, performance review procedures and compensation, and more. Two tours of the SU Administration Building and the Wastewater Treatment Facility were provided; one to a class of high school students, and another to the Chamber's Leadership Stoughton group.

Electric crews concentrated on reconstruction project, infrastructure line clearance, and customer-driven projects. Water crews continued maintenance projects on the wells, storage facilities, and the distribution system. The wastewater crews concentrated on collection system maintenance and seasonal and specific treatment system projects at the wastewater treatment facility.

Personnel Updates: Several personnel updates were made during the month of May.

- Bryce Sime was promoted from Metering Lead Journeyman Lineman to Electric System Supervisor,
- Kent Thompson was promoted from Certified Water Operator to Water System Supervisor.
- Tony Wiczorek was promoted from Journeyman Lineman to Lead Journeyman Lineman.

Technical Operations Division

Brian R. Hoops
Assistant Utilities Director

Choose Renewable Program: Our residential Renewable Energy and our Green Power for Business programs have been consolidated and rebranded into one program -- *Choose Renewable*. We continued to promote the program in May, including a postcard mailing targeted at new homeowners.

Since we began marketing the rebranded program in March, we have had 36 customers enroll, opting to purchase blocks totaling 18,600 kWh of supplemental renewable energy each month. These customers will be entered into a drawing for a new Nest smart thermostat, to be awarded in early June.

Customer Payments: Staff processed 9,093 payments totaling \$1.50 million, including 1,656 checks, 1,877 lockbox payments, 1,110 credit cards, 1,386 *My Account* online payments, 2,053 automated bank withdrawals, 725 direct bank payments, and \$14,600 in cash.

Delinquent Collections: As of May 1, there were 1,356 active accounts carrying delinquent balances totaling over \$172,500, and 78 final-billed accounts carrying delinquent balances totaling over \$14,200. Of the total amount delinquent, \$38,500 was 30 or more days past due.

- On May 11, we mailed out 10-day notices of pending disconnection to 615 delinquent customers.

- On May 22, we delivered automated phone calls to 323 customers providing a warning of pending electric service disconnection. All customers without a phone number received notices delivered to their home or business.
- On May 23, we delivered automated phone calls to 178 providing a second warning of pending electric service disconnection.
- On May 24, we performed six electric service disconnections due to continued nonpayment.

We ended the month of May with \$35,500 remaining 30 or more days past-due. For comparison, 30+ day delinquencies are 13% lower than this time last year (\$40,950). This is our lowest total 30+ day delinquency total, surpassing the previous low set in June 2016.

Employee Recognition: Utilities Director Robert Kardasz was awarded the Wisconsin Rural Water Association's (WRWA) Lifetime Achievement Award. This award is presented to individuals who have shown a high level of dedication to their field, and who have worked throughout their careers to support WRWA, and the drinking water and wastewater industries. Congratulations Bob!

Energy Assistance: During the month of May, energy assistance (EA) payments for 99 customers totaling \$9,300 were received from the State of Wisconsin Public Benefits Program and applied to customer accounts to assist low-income customers with their home heating and cooling expenses. The majority of these benefits were supplemental assistance benefits paid to customers who had previously received a benefit over the winter months.

The 2017-18 heating season has concluded, and the Public Benefits Program is no longer accepting customer applications for assistance. Applications for the 2018-19 heating season will begin to be accepted in November.

Information Technology: Following a rainstorm in early April, we began to experience significant communications issues to our East Substation and Well 4. Both sites are connected using a 900 MHz wireless radio system, communicating on separate wireless networks. The antenna and full cabling system was replaced at the East Substation using parts designated for installation at the new West Substation. A few weeks later, the wireless contractor returned to replace the antenna and connectors at Well 4. Since the antenna replacement, both sites have had excellent communications.

As the West Sub approached completion, installation of the new wireless antenna and radio began. This site will also communicate using a 900 MHz wireless radio system, and transmits SCADA and security communications. Despite a computer site survey being conducted that indicated that a 45' antenna would be able to communicate with the administration building, actual field results showed that such a connection would not provide acceptable communications speeds or reliability. As a result, a repeater location will need to be installed to create an indirect path back to the master radio. This project remains ongoing, and should be concluded in June.

Four new wireless access points were installed in the utility administration building garages and warehouse. These areas did not receive an acceptable cellular signal due to the building's construction, which meant staff could not use their field tablets for mapping and paperwork. We now have full Wi-Fi coverage throughout our administration and wastewater treatment facilities.

Our 2018 hardware refresh of field tablets, cell phones, and desktop computers was completed in May.

Over the years, several minor issues have arose with our access control systems, resulting in erroneous alerts and minor feature unavailability. Five doors at four locations were inspected and had minor wiring adjustments made to correct this unwanted behavior. Two of the sites were wired incorrectly by the installation contractor, and the other three sites had simply had connections become loose over time.

SCADA Infrastructure and Software Upgrade Project: Progress continues at the substations for the infrastructure portion of the electric SCADA upgrade project. We are hoping this project will reach substantial completion by the end of June once the South Substation has had all connections completed and tested, and once the West Substation communications are brought online.

Training and Meetings: All staff attended training on Anti-Harassment laws and policies, and active shooter emergency response.

Brian participated in meetings of the Utilities Committee and Stoughton City Council. WPPI Energy meetings included an evening Regional Power Meeting with other member staff and commissioners, a Board of Directors meeting, and a meeting of the Outage Management Taskforce. Brian also attended the MEUW Annual Conference, attended the Clean Lakes Alliance 'Save Our Lakes' presentation, participated in interviews for the restored Water System Supervisor position, and participated in the final of a 5-part APPA webinar series.

Collections Technician Carol Cushing attended a two-day Northstar Customer Information System (CIS) "Bootcamp" training course, which touched on all areas of the CIS, and provided both review and advanced training.

Electric, Metering, Planning, and Water Divisions

Sean O Grady

Utilities Operations Superintendent

Academy Street Reconstruction Project: Electric Division staff, along with our underground contractor, lowered an existing three-phase underground feeder that crosses Academy Street. This work was done to accommodate the replacement of an existing storm water pipe during the street reconstruction project being completed this year.

Annual Truck Testing: Dielectric testing was performed on all of our aerial and digger-derricks trucks, and all passed without issue. Chassis inspection was also performed on all trucks, with one failing inspection due to a broken bolt on the aerial device. This truck was removed from service immediately and sent to a certified mechanic for repairs.

Car vs. Pole Collisions: A vehicle left the road on USH 51 near the intersection of County Highway B, striking a three-phase pole and causing it to break at ground level. The initial contact caused an outage affecting just one nearby commercial customer. Due to the wet ground conditions and the pole's location down a slope from the road, crews were unable to access the pole for immediate replacement. Crews installed temporary supports for the pole until the end of the month when it could be replaced.

In a separate collision, a vehicle left the road and struck a pole located at the intersection of County Highway B and Williams Drive. Although the pole did not break, it sustained sufficient damage to compromise its strength and integrity, and the pole will be replaced next month.

Electric Services Installations: During the month of May, we installed six service installations for new construction, seven overhead service upgrades, five temporary construction services, and two service repairs.

Lead and Copper Sampling: Staff has begun to plan and coordinate our annual lead and copper sampling program. Working with the Customer Service Technician, water division staff has contacted 30 water customers to notify them of their upcoming private water sample collection. Customers will collect and submit their water samples during the first week of June, and the utility should receive the test results prior to the end of June.

Nordic Ridge Phase III: Electric Division crews worked with the developer's contractor to lower a three-phase pole along County Highway A by approximately three feet. This was the first time we used our jet-vac to excavate beneath the pole as the earth was simultaneously removed from around the pole. Utilizing this process saved the developer time and money from not having to replace the pole, and allowed us to focus our staff on other projects.

North Substation Upgrades: The west bay at this substation was removed from service for one week, during which time we installed new reclosers and control panels, metering equipment, and SCADA

upgrades. This work was completed through collaborative efforts between SU staff, an installation contractor, and three engineering contractors of varying specialties.

Pole Fire: A portion of the top of a pole started on fire and burned through, causing the top circuit to drop down from the pole and make contact with the lower circuit. Customers who lost power during the initial outage were temporarily fed from another circuit until the pole could be replaced.

Temporary Service Damage: Electric Division staff installed a temporary electric service at an active commercial construction site. This service was active for one day before it was damaged by a sub-contractor performing site grading, resulting in the service being disconnected until repairs could be made.

Tower III Maintenance: The elevated water storage tank located at Race Track Park was drained, inspected, and chemically cleaned; a project that is completed annually by staff and outside services. No major defects were reported, and the tower was filled and placed back into service. The same work will be completed at Tower II in early June.

Substation Vegetative Management Program: An outside contractor applied weed control chemicals at our four substations to prevent vegetative growth inside fenced areas. This service is completed annually using a contract competitively bid and negotiated by WPPI Energy.

West Substation: Electric Division staff received training on the new substation equipment and feeders. Following the training, staff energized high voltage side of the substation.

Our underground contractor that is installing the underground feeders has been installing conduit, pulling cables, and setting junctions and switching cabinets. This equipment will be tested and energized in early June.

Final site grading and restoration has been occurring throughout May, however the wet weather has delayed progress. Final grading and seeding is expected to be complete in June, with installation of landscaping plantings following soon thereafter.

The new substation will begin serving load over the next month as construction and testing of the individual exit feeders is completed.

Wastewater Division

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

The wastewater treatment facility processed an average daily flow of 1.191 million gallons with a monthly total of 36.919 million gallons. The total precipitation for the month of May was 7.92 inches.

Clean Lakes Alliance: Assistant Director Brian Hoops and I attended a presentation discussing on the condition of the Dane County chain of lakes. Stoughton is an active member in an Adaptive Management program that is working to reduce the amount of phosphorus that enters the lakes and rivers by funding control projects and practices, regional partnerships, education, water quality monitoring and programs, and more.

Dissolved Floatation Thickener (DAF): Last month I reported that this process had been taken out of service for repairs. All repairs have been completed and the process placed back in service, and is now working exceptionally well.

DNR Exam: Wastewater Operator Phil Zweep passed the Advanced Laboratory exam. Phil has passed all the required exams to become an Advanced Certified Wastewater Operator, however with the new changes to the DNR rules, six years of on-the-job experience is required before the DNR will issue the final certification.

Mercury Outreach Program: I am working to expand our outreach program to begin targeting HVAC contractors to provide education on best management practices for mercury disposal. In 2009, The DNR offered a program that would temporarily provide higher mercury discharge limit as we conducted outreach programs to reduce mercury in the collection system. This higher limit would be in effect until we met the conditions of the lower limit. Although we have seen a reduction in mercury during that time, we still need additional reductions in order to meet the lower limit that will eventually be required.

Infiltration and Inflow: During routine collection system inspections, staff uncovered a source of clear water infiltration coming from a private lateral. We estimate that the leak is contributing about 20 to 30 thousand gallons a day into the collection system. We are working with our consulting engineer and the property owner to resolve this issue.

Plant Maintenance: Staff continues to work on maintenance and repairs of miscellaneous equipment throughout the plant. Projects have included work on our dissolved air flotation tank, exhaust fans, final clarifiers, disinfection equipment, and a transfer pump.

Plant Tours: Two tours were provided of the treatment plant facilities. Tours were given to the Stoughton High School Environmental Science class, and to the Chamber of Commerce Leadership Stoughton group.

Sanitary Sewer System Maintenance: Staff has begun working on our 2018 sewer-cleaning program. Throughout the summer, we will be cleaning 20 miles of sanitary sewer mains, river crossings, and interceptors. A summer LTE employee will return to assist in this work.

Sludge Hauling: With the wet weather in May, it was difficult to complete our sludge hauling as scheduled. Sludge is removed from the storage tank and hauled out by semi, and is then injected into farm fields using agricultural equipment. Due to the wet fields, limited windows existed where the fields could be accessed. Our contractor was able to haul out approximately 300,000 gallons, leaving around 250,000 gallons in storage. Despite not being able to empty the tank, we still have enough storage capacity to allow for storage through our next haul, scheduled for after the fall harvest.

Finance

Jamin Friedl, CPA
Stoughton Utilities Finance Manager

Accomplishments:

- Compiled and submitted utility wage survey information for the Municipal Electric Utilities of Wisconsin (MEUW) and Carlson Dettmann.
- Continued a full review of our current property insurance policies to confirm appropriate coverage.
- Continued working to analyze the Utilities 6-year cash flow projections and 2019 budgets.
- Processed A/P, A/R, CCER, payroll and treasury management approvals; tracked investment sales/purchases and income; and completed the monthly account reconciliation, work order closings, reporting and billing statistics for April 2018.

In Progress:

- Awaiting details from the Department of Human Resources and Risk Management (HR) to finalize the scope for a payroll consolidation study requested by the Personnel Committee.
- Complete monthly account reconciliation and reporting for May 2018.
- Continued review of current property insurance policies.
- Continued work on analyzing the Utilities' six-year cash flow projections and 2019 budget.

During the month of May, I participated in meetings of the Utilities Committee and Personnel Committee, attended a meeting of the Redevelopment Authority, and attended the Leadership Stoughton session discussing the environment and manufacturing.

Energy Services Section of the Planning Division

Cory Neeley

Stoughton Utilities and WPPI Energy Services Representative (ESR)

An energy efficiency audit was conducted at the current downtown McFarland State Bank facility that may be given to the city. A list of recommendations for energy efficiency was provided to city leadership for their consideration as they potentially assume responsibility of utility costs.

I attended a training course discussing techniques to improve Building Automation Systems (BAS), along with a staff member from Stoughton Area School District. The training was very information, and I left with new knowledge that can be used in future energy efficiency projects.

I attended the Wisconsin Energy Efficiency Expo in West Bend. Along with a lot of other useful information, of note was a new energy efficient lighting technology that kills bacteria and may be effective in curbing MRSA and other superbugs. This lighting upgrade may prove to be beneficial at Stoughton's larger healthcare facilities, and more information will be provided to them.

The hospital study has been completed, and will be delivered to their energy efficiency team shortly. The study will be used to schedule upgrades to their BAS system, and hopefully make the case for further upgrades of direct digital controls.

The solar array at the new Nordic Ridge Park shelter and splashpad is complete. Our next steps are to complete public education regarding the project, and promote the cost savings and environmental benefits, which are requirements for the grant that was received.

Safety Services Section of the Planning Division

Andrew Paulson

Stoughton Utilities and Municipal Electric Utilities of Wisconsin Regional Safety Coordinator

ACCOMPLISHMENTS

1. Training

- a. Fall protection
- b. Bloodborne pathogens
- c. Emergency response
- d. Active shooter

2. Audits/Inspections

- a. Field inspection – Water – Replacing curb stop
- b. Utility walkthrough – General inspection
- c. WWTP walkthrough – General inspection
- d. Well inspections
- e. Water tower inspections
- f. BBP cleanup kit

- g. Evacuation maps
- h. Visit from MEUW Executive Director

3. Compliance/Risk Management

- a. Emergency action plan – Annual review
- b. Bloodborne pathogens exposure control plan – Annual review
- c. SDS management – MSDS online
- d. Lockout tag out procedures
- e. SharePoint updates
- f. Continue to update MSDS Online

GOALS AND OBJECTIVES

1. Training

- a. Training sessions will resume in the fall

2. Audits/Inspections

- a. Field inspections
- b. Utility walkthrough
- c. WWTP walkthrough
- d. Wells
- e. Water towers
- f. AEDs

3. Compliance/Risk Management

- a. Sling inspections – Work with Bryce
- b. Fall protection written program
- c. MSDS Online

Regional Safety Coordinator was at Stoughton Utilities on May 3rd, 10th, 17th, and 24th.

Please visit us on our website at www.stoughtonutilities.com to view current events, follow project schedules, view Utilities Committee meeting notices, packets and minutes, review our energy conservation programs, or to learn more about your Stoughton Utilities electric, water, and wastewater services. You can also view your current and past billing statements, update your payment and billing preferences, enroll in optional account programs, and make an online payment using *My Account* online.



Stoughton Utilities

600 South Fourth Street
P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Committee Annual Calendar

The following calendar is provided for information and discussion. Common organization acronyms used are:

APPA	American Public Power Association
AWWA	American Waterworks Association
MEUW	Municipal Electric Utilities of Wisconsin
WIAWWA	Wisconsin chapter of the American Waterworks Association
WPPI	WPPI Energy
WRWA	Wisconsin Rural Water Association
WWOA	Wisconsin Wastewater Operators Association

June 15-20, 2018	APPA National Conference – New Orleans, LA
June 18, 2018	Utilities Committee Regular Meeting: Approve the annual Wastewater Compliance Maintenance Annual Report (CMAR); tour of the Utilities Administration Building
June 26, 2018	Common Council Meeting: Approve the CMAR
July 16, 2018	Utilities Committee Regular Meeting: RoundUp Donation; tour of Well 5
August 20, 2018	Utilities Committee Regular Meeting: Approve Declaration(s) of Official Intent; tour the Wastewater Treatment Facility
August 23, 2018	WRWA Outdoor Exposition – Plover
September 11-14, 2018	WIAWWA Annual Conference – Madison
September 13-14, 2018	WPPI Annual Meeting – Madison
September 16-19, 2018	APPA Business & Financial Conference – Anaheim, CA

September 17, 2018	Utilities Committee Regular Meeting: Approve the Utilities 2019 Budget and five year (2019-2023) Capital Projects Program
October 2018, date(s) TBD	Common Council Budget Workshop(s)
October 3-5, 2018	APPA Leadership Workshop – Orlando, FL
October 7-10, 2018	APPA Legal & Regulatory Conference – Charleston, SC
October 7-13, 2018	National Public Power Week
October 15, 2018	Utilities Committee Regular Meeting
October 16-19, 2018	WVOA Annual Conference – Lake Geneva
October 25, 2018	WPPI Chief Executives Breakfast
October 30, 2018	Orientation to WPPI – Sun Prairie
November 4-7, 2018	APPA Customer Connections Conference – Orlando, FL
November 8, 2018	WPPI Building Customer Connections Workshop – Sun Prairie
November 13, 2018	Common Council action on the Stoughton Utilities 2019 Budget and CIP
November 19, 2018	Utilities Committee Regular Meeting
December 17, 2018	Utilities Committee Regular Meeting
January 14, 2019	Utilities Committee Regular Meeting: RoundUp Donation; Declarations of Official Intent
February 18, 2019	Utilities Committee Regular Meeting: Bad debt write offs
February 26, 2019	Common Council Meeting: Approve bad debt write offs
February 25-27, 2019	APPA Legislative Rally – Washington, D.C.
March 10-16, 2019	National Groundwater Awareness Week
March 18, 2019	Utilities Committee Regular Meeting: Annual Drinking Water Consumer Confidence Report (CCR)
March 17-23, 2019	National Fix a Leak Week
March 31-April 3, 2019	APPA Engineering and Operations Conference – Colorado Springs, CO
April 15, 2019	Utilities Committee Regular Meeting: Presentation of the Utilities 2018 annual audit and management letter, and the SU tax-stabilization dividends
April 18, 2019	National Lineman Appreciation Day
April 23, 2019	Common Council Meeting: Approve Utilities 2018 annual audit and management letter; presentation of the tax-stabilization dividends
May 5-11, 2019	National Drinking Water Week

May 20, 2019	Utilities Committee Regular Meeting: Annual reorganization and selection of meeting time and date; discuss SU goals
June 2019, Date TBD	MEUW Annual Conference – Location TBD
June 7-12, 2019	APPA National Conference – Austin, TX
June 9-12, 2019	AWWA Annual Conference – Denver, CO
June 17, 2019	Utilities Committee Regular Meeting: Approve the annual Wastewater Compliance Maintenance Annual Report (CMAR); tour of well no. 5
June 25, 2019	Common Council Meeting: Approve the CMAR
July 15, 2019	Utilities Committee Regular Meeting: RoundUp Donation; tour of the Utilities Administration Building
August 19, 2019	Utilities Committee Regular Meeting: Approve Declaration(s) of Official Intent; tour the Wastewater Treatment Facility
September 13-14, 2019	WPPI Annual Meeting – Elkhart Lake
September 16, 2019	Utilities Committee Regular Meeting: Approve the Utilities 2019 Budget and five year (2019-2023) Capital Projects Program
October 14, 2019	Utilities Committee Regular Meeting
October 27-30, 2019	APPA Customer Connections Conference – New Orleans, LA
November 18, 2019	Utilities Committee Regular Meeting
December 16, 2019	Utilities Committee Regular Meeting



Stoughton Utilities

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Date: June 12, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Communications

May 1, 2018	May issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW).
May 2, 2018	State of Wisconsin Department of Natural Resources memo regarding the review and approval of the city of Stoughton's annual mercury PMP report.
May 10, 2018	Stoughton Utilities press release regarding electrical safety during summer storms.
May 10, 2018	Stoughton Utilities press release regarding National Electrical Safety Month, celebrated annually in May.
May 10, 2018	Stoughton Utilities press release regarding Drinking Water Week, celebrated May 6-12, 2018.
May 10, 2018	WPPI Energy memorandum "Things You Should Know" from WPPI Energy President and CEO Michael Peters
May 14, 2018	WPPI Energy FY2018 first quarter financial highlights, power supply update, news highlights, company profile, and financial statements
May 21, 2018	Postcard sent from Stoughton Utilities to selected customers to promote our <i>Choose Renewable</i> program
May 24, 2018	Thank you note from the Stoughton United Methodist Food Pantry for a past donation
May 25, 2018	Stoughton Utilities press release regarding Utilities Director Robert Kardasz being awarded the Wisconsin Rural Water Association (WRWA) Lifetime Achievement Award
May 31, 2018	Stoughton Utilities press release regarding Utilities Committee member David Erdman being awarded the Municipal Electric Utilities of Wisconsin (MEUW) Charlie Bradburn Pillar of Public Power award for 10 years of service to the public power industry as a member of the Utilities Committee.

- May 31, 2018 The May-June 2018 issue of Public Power magazine, published by American Public Power Association (APPA) – “The Community Issue” – discussing the theme of Powering Strong Communities.
(A hard-copy of the magazine will be distributed to Utilities Committee members, and will be distributed electronically to others upon request)
- June 5, 2018 Stoughton Utilities press release regarding being awarded the MEUW Safety Achievement Award, receiving the Gold Award for the 11th consecutive year.
- June 6, 2018 May issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW).
- June 7, 2018 Roadway / Work zone Safety Inspection of an electric division worksite (pole replacement) conducted and documented by the SU/MEUW Safety Coordinator
- June 7, 2018 Focus on Energy and Stoughton Utilities Father’s Day promotion partnership regarding Ecobee Smart Thermostat sale (valid through 6/21/18) and promotional rebates (valid through 11/30/18). Mailer sent to Stoughton Utilities households.

LIVELines

Volume 66, Issue 5 May 2018

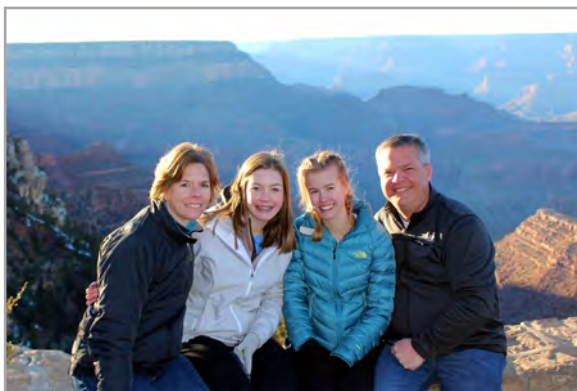
- 2 New line workers and public power
- 3 MEUW updates PSC; Stratford joins GLU
- 4 JT&S Update
- 5 Energy Summit identifies issues
- 8 A Zero-Drop Workplace

MEUW Welcomes New Executive Director Tim Heinrich

On April 27, MEUW's Board of Directors announced the hiring of Tim Heinrich as Executive Director. Tim is a utility industry veteran with nearly 25 years of experience working for Alliant Energy where he held leadership posts in corporate communications, community affairs and customer service operations. He is a Wisconsin native and currently lives in Madison.

In the announcement of Tim's hiring, MEUW Board Secretary Treasurer Tim Herlitzka, who chaired the Search Committee, said, "We are delighted to have Tim at the helm of MEUW. His proven leadership abilities, a track record as a highly effective communicator, and his in-depth knowledge of the issues facing our industry make him an ideal choice, and he will enjoy the strong support of our board and membership as he takes on this role."

Tim's selection as Executive Director came as a result of an extensive search process with participation from across the MEUW membership. He joined MEUW on April 30 and will work closely with the 19-member Board and lead the statewide employee team to advance the interests of Wisconsin's community-owned, locally-controlled, not-for-profit municipal electric utilities.



MEUW's new Executive Director Tim Heinrich and his family – wife Jana (far left) is originally from Princeton, Wis., and works at American Family Insurance in Madison, along with Caitlin, a freshman at Lakeside Lutheran High School in Lake Mills, and Claire, a sixth grader at Eastside Lutheran in Madison – are shown here on a recent Spring Break trip to the Grand Canyon.

A Message from the New Executive Director

Thank you for the warm welcome to the MEUW Family. I am excited to join all of you in the effort to build support for public power in Wisconsin and across the country. MEUW enjoys strong backing from its membership, and I look forward to helping strengthen the organization so MEUW can deliver even greater value through its programs and support services.

I plan to spend the first few months getting around the state to meet with members and connect with our Regional Safety Coordinators. One advantage of starting the job April 30 means that I – hopefully – won't run into any winter weather delays on my travels. With the kind of spring we've experienced, I guess that's no guarantee.

Continued on Page 2

Making New Line Workers Part of the Public Power Community

MEUW President Paul Hermanson



Finding and retaining quality line workers is a frequent topic of concern at gatherings of electric distribution system managers I attend. Maintaining an appropriate force of line workers is a significant and persistent challenge that we will likely need to address now and forever.

The line crew at our utility consists of a mix of journeyman line workers, with between six and 30-plus years of experience. All of our apprentices have less than two years on the job. There are the usual and expected generational differences (a whole separate topic). The more experienced members of the crew are looking toward retirement and want to get out safe and sound and make sure they have plenty of money for a long retirement. The line workers who are many years away from retirement want challenges on the job, educational opportunities and career advancement.

Who are the new generation of line workers?

The wants and needs of the apprentices also seem clear – but different. They tell me they are most interested in working where they feel they are valued and appreciated. They like to use high-quality, high-tech, and modern equipment. They enjoy the variety in their day-to-day tasks, but want an overtime schedule with as much predictability as possible. They look forward to opportunities to work in other locations on power restoration emergencies. They also want a job that allows them time to pursue their hobbies – mostly outdoor sports. Although they mentioned a competitive wage, money is not their first priority.

They also did not mention anything about working for a public power utility. Indeed, they did not know what one was until they arrived for their first interview. This is by no means a statistically accurate study of the attitudes and mindsets of young line workers. Responses will no doubt vary by individual and likely by geographical location. But I did gain some useful insights from these young men.

How do we reach them?

As we continue to discuss and seek solutions to the issues involved in gaining and retaining quality employees, we must involve the people we are trying to attract in our discussions. I've heard many times that the youth are our future – I disagree. Our future employees are right here right now and they have lots of useful information and ideas. We need to communicate with them using the methods they prefer.

Wisconsin's municipal utilities must work together to implement an effective and consistent state-wide employee recruitment program. This may mean having a more visible presence at the various tech school programs, using today's digital approach to communicate with them, and understanding (and offering) what makes them happy. I believe we can do this best as a group through MEUW.

Finally, it is very important that new line workers see and trust the differences involved in working for a public power utility. We must find opportunities to promote and demonstrate the value of public power. The dedicated people at municipal utilities are not just employees, they are appreciated as active and valuable members of their community. In the end, this may be the best recruitment tool we have.

From page 1

A Message from the New Executive Director

The work that MEUW has done through the ENERGY Project is important to me as I get started. I have read with great interest the survey feedback and the focus group discussions. These efforts are vital to helping MEUW identify (and perhaps re-define) its mission for the future. Thank you to those of you who have participated; the feedback has been tremendous and demonstrates the real commitment so many have for this organization. I look forward to getting involved myself and sharing the outcomes in the coming months.

Please feel free to reach out and share with me your perspectives about MEUW. I am very interested in gathering input so we can enhance our services and support our members in a meaningful way. You can reach me by email at theinrich@meuw.org or call me directly at (608) 478-0998.

I hope to see you at the Annual Conference in La Crosse. Thank you for your support as I get started in my new role with MEUW.

MEUW Members Update PSC Staff on Modernization Efforts

The Public Service Commission is embracing its role to stay informed about trends in the electric utility industry by hosting a series of meetings with utilities to learn more about efforts to “modernize” the grid. Six MEUW representatives along with Zak Bloom and new MEUW Executive Director Tim Heinrich met with key staff from the PSC’s Division of Energy Regulation on May 2 to provide insight about efforts underway among municipal utilities. Earlier this year, the PSC conducted similar listening sessions with the investor-owned and cooperative utilities as well as other industry stakeholder groups.

“Grid modernization” means different things to different parties. For the purposes of this recent discussion, the focus was on the intersection of emerging technology with the existing electric distribution grid. And municipal electric utilities have good experiences to share.

Jem Brown highlighted recent reliability improvements, including installation of a new Supervisor Control and Data Acquisition (SCADA) system that allows Wisconsin Rapids Water Works and Lighting Commission to monitor and control all substation equipment, loads and alarms.

Randy Posthuma, Jeff Feldt, and Dale Lythjohan each talked about their respective utilities’ experiences with automated meter reading and the efficiencies AMI has created, especially for reconnects and disconnects.

Eric Anthon and Rick Wicklund also participated, discussing changes in customer expectations and behaviors that are contributing to the need for more “modern” offerings such as real-time outage notifications. The group also mentioned the oppor-

tunities that exist for developing more modern rate designs to incent customer usage behaviors through more regular pricing signals.

The PSC was represented by Martin Day, Administrator of the Energy Regulation Division, and other members of his staff. The session was very engaging and the dialogue was very productive.



Public Service Commission

The next step in the PSC’s exploration of this topic is the drafting of a White Paper to address common themes that emerged from the utilities’ discussions and provide an inventory of the critical issues that should be addressed as part of the grid modernization effort. The White Paper is expected later this year.

Village of Stratford Joins Great Lakes Utilities

The Village of Stratford (Stratford) has joined Great Lakes Utilities (GLU), a Wisconsin municipal electric company whose principal mission is to provide reliable, low cost power to its members. With the addition of Stratford, GLU’s membership now grows to twelve public power communities, with a total peak load of 385 MW.

GLU is formed under a Wisconsin law that allows municipally-owned electric utilities to act jointly in securing capacity and energy, and providing other utility-related services. As a project agency, GLU provides power supply services to members under long term contracts that allow GLU to pool resources, including member-owned resources, and achieve low-cost, uniform rates.

Continued on page 5

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Job Training and Safety Program Update

The MEUW Safety & Education Committee wants to make sure all of our members are up to date with what is happening with our Job Training and Safety (JT&S) program. Here's the latest on Emergency Mutual Aid, Accident Investigation, Training Sessions, the Summer Schedule, and the Transition Plan.

EMERGENCY MUTUAL AID

There are no forward facing changes to the Emergency Mutual Aid process. If your utility needs to request mutual aid, please call the MEUW 24/7 emergency notification line. The number is 844-MEUW-911 (844-638-9911).

The emergency notification line is staffed by Mike Czuprynko, MEUW Regional Manager; Jeff Helgestad, Senior Regional Safety Coordinator; and Sean Wall, Senior Regional Safety Coordinator. They will be assisted by members of the Safety & Education Committee that have volunteered to assist in a wide-scale/significant outage.

ACCIDENT INVESTIGATION

Please call Mike Czuprynko at 608-478-2530 if an accident occurs at your utility. Mike will work with other MEUW Regional Safety Coordinators as well as members of the Safety & Education Committee to assist your utility.

TRAINING SESSIONS

Steve and Jake will be wrapping up their training sessions. A refund will be issued to members that did not participate in the final training session. Steve and Jake will also finalize the training records prior to their last day. MEUW will forward the records to members in the near future.

SUMMER SCHEDULE

The summer visits have been canceled due to the instructor vacancies.

TRANSITION PLAN

The Safety & Education Committee will be meeting on May 9 at the MEUW office in Sun Prairie. The primary focus of the meeting will be to take a step back and fully evaluate the JT&S program. Specifically, the committee will discuss the 2018/2019 curriculum and structure, filling the instructor positions, and future seminars and workshops.

MEUW and the Safety & Education Committee will provide updates on the JT&S program in a timely and appropriate matter. Please do not hesitate to contact us with any questions in the meantime.

Lonnie Pichler, Kaukauna (Chair)

George Morrissey, Cuba City (Vice-Chair)

Jason Bieri, Sturgeon Bay (Secretary and Past-Chair)

Scott Adler, Jefferson

Steve Brooks, Waupun

Dennis Horkan, Reedsburg

Todd Tremaine, Oconomowoc

Nick Kumm, Marshfield

MEUW ENERGY Project – Future Search Summit is a Success!

The third and final portion of the MEUW ENERGY Project, the Future Search Summit planning meeting, was held on April 20 at the Glacier Canyon Lodge in Wisconsin Dells. Approximately 42 MEUW members and staff participated in this day-long summit facilitated by Jeff and Linda Russell, of Russell Consulting, Inc.

The Summit was the culmination of the MEUW Board's efforts over the past three months, working closely with Russell Consulting, Inc., to gather extensive input from members and staff through four focus groups (three for members and one with staff) plus an extensive member survey on what should be the vision of the future for MEUW and, given that vision, what members feel needs to be done to revitalize MEUW and position it as an effective advocate and valuable resource for Public Power in Wisconsin.

The Future Search Summit planning meeting included candid and useful discussion, and meeting participants identified ten key issues.



KEY ISSUES

1. Examine Governance – how we operate, review by-laws and governance structure, and engage members
2. Engage the Membership – individually and in small groups, led by new Executive Director
3. Stabilize Staff – team building, follow through, keep them informed, evaluate them
4. Re-evaluate JT&S Program – explore all options, research what other associations are doing, sell the program
5. Improve Communication and Transparency – let members know what's happening
6. Hire a GREAT Executive Director – get this right!
7. Evaluate all Training Programs – always evaluate them, engage applicable committees, establish goals and objectives for all training programs, look at content and delivery of all training programs

8. Re-establish Relationships with Regulators and Legislature – Executive Director should take lead to rebuild relationship with PSC, leverage member strengths
9. Establish Clear Vision and Goals for MEUW – provide a timeline of future events related to ENERGY project, present refined MEUW vision at Annual Meeting, get input from new Executive Director on vision and goals
10. MEUW Members Need to Step Up – Sell the value, be involved in program offerings, district directors should take a lead role and reach out to their districts

The next step is for the Executive Committee to meet and develop and draft updated Vision and Mission statements, and begin to identify and prioritize the goals and work plans for the near future. The EC is scheduled to meet the afternoon of May 4 in Sun Prairie. Information and ideas from the EC meeting will be presented to the membership for discussion at the MEUW Annual Meeting in La Crosse on May 18.

From Page 3

Stratford joins GLU

"We are extremely pleased to welcome Stratford to the Great Lakes Utilities membership," said Jem Brown, Chair of GLU's Board of Directors. "Having Stratford on board further strengthens our mission of providing reliable and affordable power supply to our members," according to Nilaksh Kothari, GLU's Managing Director.

The Village of Stratford is located in Marathon County in Central Wisconsin. The Village has a population of approximately 1,600, with annual electricity sales of 17,300 MWHs. The Village is governed by a seven-member Board of Trustees, including the Village President, who is elected by Stratford residents. According to Village President, Harvey 'Bud' Suckow, "We look forward to our new membership with GLU and the expertise GLU can provide to help ensure the stability and continued viability of our electric utility."

GLU members include: the Wisconsin communities of Bangor, Clintonville, Cornell, Kiel, Manitowoc, Marshfield, Medford, Shawano, Trempealeau, and Wisconsin Rapids; and the Michigan community of Escanaba.



From the Desk of Jamie Keough

Greetings Members!

I would first like to say that it is about time we have weather we can start to enjoy. Our friends up in the Eagle River, Rice Lake and Sturgeon Bay areas (and all the members in between) are probably rejoicing in the much-needed sunshine. **And we are fast approaching our 89th Annual Conference.**

For those of you that have not registered yet please do so quickly! The registration deadline is TODAY! The WUSA golf outing is definitely taking place so anyone wanting to register please do so online. And the discounted room block reservation has been extended. Reservations will be accepted at the discounted rate of \$139 plus tax until May 14. Here is all the room block information that you will need:

Direct Hotel Phone Reservations: **608-784-6680** Mon-Fri. 9am-5pm.

Central Reservations line (24/7): **1-800-333-3333**.

For online reservations, use the promo code **MEUW 18** at <http://www.radisson.com/lacrossewi>.

Customer Service Roundtables are starting this week. If you are interested and have not registered please give me a call or email me at jkeough@meuw.org and I'll add you to the registration list. The roundtables are a great opportunity for our members in accounting and customer service roles to network with others that play the same or similar roles in other communities. The dates and locations for the roundtables are listed below in the calendar.

Here's to clear skies, great MEUW events and an exceptional membership!




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MEUW
Upcoming Events

Customer Service Roundtables

May 8	Districts & & 10	Hartford Utility Conference Room
May 10	Districts 1 & 2	Cornell Area Rescue Squad Center
May 15	Districts 3 & 4	Kaukauna Utilities Commission Room
May 15	Districts 5 & 8	Cashton Community Hall
May 15	Districts 6 & 9	Waukesha Utilities Main Conf. Room
May 16—18	MEUW Annual Conference, La Crosse	
June 6	Management Training Program Session E— Personnel Issues, Wisconsin Dells	
June 7	Orientation to WPPI, Sun Prairie	
June 12—14	MEUW JT&S Planning Retreat	
September 25	MEUW Accounting & Customer Service Seminar	

Mark Your Calendars! Visit the MEUW website for a full list.



Are You Planning to be a “Host Employer” This Season?

Mike Czuprynko, MEUW Regional Safety Manager

Two weeks ago, my family and I went on vacation to the East Coast, and I was driving from Virginia to Myrtle Beach on I-95 when my wife asked, “Why are the roads so much nicer here than they are in Wisconsin?” I told her it’s because they don’t have the harsh changes in weather that we do. She replied with, “So that’s why everybody has normal seasons, but Wisconsin’s are Spring, Construction, Hunting, and Winter.”

I laughed and started thinking about that comment, and thought, you know, we are in the construction season now. We had such a harsh late winter that everybody is anxious to get out and complete the jobs that have been waiting to be done for weeks, even months. And it’s tempting to become complacent about safety when we are trying to get a job done as quickly as possible. That includes violations concerning Excavation/Trenching (these violations have been increasing across the nation), Work Zone Safety, Lockout/Tagout (which is #5 in the most-cited violations in the nation, but #1 in Wisconsin), and Confined Space Entry.

A lot of you will be doing these types of tasks, and there will also be a lot of you who will be hiring contractors. If you are hiring a contractor, it is important for you to understand that you are then the “host employer,” and, depending on your agreement with the contractor, you may be responsible for recording their injuries on your Annual Injury/Illness log. OSHA’s letter of interpretation explains it like this:

Section 1904.31(b)(3) states that if a contractor’s employee is under the day-to-day supervision of the contractor, the contractor is responsible for recording the injury or illness. If another employer (e.g., host employer or prime contractor) supervises the contract employee’s work on a day-to-day basis, that employer must record the injury or illness.

Under OSHA’s recordkeeping regulation, there cannot be “joint” day-to-day supervision of contract workers. The supervisor is either the contractor or the “host employer.” The entity that takes responsibility for day-to-day supervision is also responsible for recording cases on the OSHA Log, regardless of the wording of the parties’ contractual arrangements.

I want to make sure that everybody keeps that in mind, as in most cases, the host employer won’t have to compensate for a contractor injury, but will have to record the injury, which could trigger questions and inspections at a regulatory level.

With that said, I want to make sure that you are all doing your due diligence in not only keeping each other safe in this construction season but also keeping a watchful eye on any contractors you hire. You’re essentially paying them to work for you, so they should be following your rules, especially your safety rules. If you have any other questions about Contractor Safety as a host employer, please feel free to talk with your Regional Safety Coordinator, or to me.

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Defying Gravity – The Zero-Drop Workplace

Steve Isaacson, Regional Safety Coordinator, Region 9

I've heard the human body described as an engineering marvel. While that description is not what comes to mind when I look in the mirror while getting ready for work most mornings, I must admit the body is designed to do a lot of amazing things. However, one thing the body is *NOT* designed to do is work at heights.

If you do any type of elevated work, you most certainly employ all kinds of specialized equipment that allows you to safely tie-off to anchor points, control free-fall distances and lessen impact forces. You do this because you know that these devices extend your capabilities and will protect you on the job.

But what about your coworkers?

When performing elevated work, what do you think is one of the most effective ways to protect your crew? For my money, it's taking steps to prevent your tools from falling – because they're not typically designed to work at heights either! According to the Bureau of Labor Statistics, there are close to 50,000 **struck-by-falling-object** OSHA-recordable injuries every year. That's why *struck-by* hazards are one of OSHA's *Focus Four* hazard categories.

OSHA has identified four types of hazards that cause the most physical, emotional and financial loss. The others that carry this dubious distinction are **fall**, **caught-in-between**, and **electrical** hazards.

The magnitude of the forces involved with falling tools may surprise you. For example, a 3-pound cordless drill dropped from a 10-foot height has an impact force of 238 pounds per square inch. If dropped from a height of 20 feet, that same tool has an impact force of 336 pounds per square inch. That's enough force to cause a severe or fatal injury. A seven-pound lineman's crimper dropped from a height of 10 feet has an impact force of 554 pounds per square inch. Gravity is, indeed, a hazard that is hidden in plain sight.

As temperatures start to climb with the onset of spring and summer, so does the number of fair weather maintenance and construction projects. A lot of these projects will involve elevated work, so this is a good time to make a concerted effort to increase awareness of tool-drop protection and implement preventative measures. As you make your spring and summer project work plans, I encourage you to consider some of the following best practices for tool-drop protection:

Best Practices for Tool Drop Protection

- ◆ Include tool drop protection in your job briefing discussions.
- ◆ Only bring tools to the elevated work area that are necessary to do the job.
- ◆ Make sure that elevated work platforms are equipped with toe boards. Toe boards should be able to withstand a force of least 50 pounds in any downward or outward direction.
- ◆ Use tethered tools, which have either designed-in connection points or can be retrofitted with connection devices. Keep in mind that tools weighing more than 5 pounds should be tethered to a fixed structure or anchor point, not a person.
- ◆ Pay attention to load ratings to ensure that the tether and tool are correctly matched.
- ◆ Incorporate the availability of tool tethering devices into your vendor selection criteria.
- ◆ Where feasible, use buckets, bags and pouches that have closure systems.
- ◆ Practice passing tethered tools back and forth to reduce the drop hazard. For example, if one worker must pass a tethered tool to a coworker, the recipient should attach to the tool before the first worker disconnects from it.
- ◆ Where falling debris is likely, use drop netting or tarps, if feasible.
- ◆ Make it a practice to keep all stored items within the footprint of racking/shelving systems. Items that extend beyond the edge of racks/shelves can easily be hit by material-handling equipment and dislodged, creating a struck-by hazard to workers in the area.



Achieving a zero-drop workplace requires everyone to think beyond themselves and the immediate task before them. The risks involved in *NOT* taking *struck-by* hazards seriously are high and will impact everyone in the work area – crew members, supervisors, and bystanders. Striving for a zero-drop workplace exemplifies what safety is all about . . . caring for people.



Classifieds

For more detail on any of these job opportunities, go to the MEUW website and click Employment or [Click Here!](#)

Columbus Water & Light is seeking an apprentice-level electric lineworker. This position will be involved in the operation, construction, and maintenance and repair of the electrical and water system. Applicants must have a high school diploma or equivalent, have successfully completed the Electrical Power Distribution - Nine Month Program and have a valid commercial driver's license. Applications will be accepted until **May 7, 2018**.

Columbus Water & Light is accepting applications for a journey-level electric lineworker. This position will be involved in the operation, construction, and maintenance and repair of the electrical system. Applicants must have a high school diploma or equivalent, have successfully completed an apprenticeship program and have a valid driver's license. Applications will be accepted until **May 7, 2017**.

City of Arcadia seeks a full-time Assistant Plant Engineer for the Arcadia Electric Utility. The candidate must have a strong working knowledge of the requirements and operation needs of diesel engines and associated equipment. This employee will assist the line crew with construction, maintenance, and/or repair work as needed. Accuracy, attention to detail, and confidentiality is required. Salary is dependent on qualifications with a range of \$23.89 to \$39.82 per hour. Submit your resume and cover letter by **May 11, 2018**.

Menasha Utilities is seeking an Apprentice or Journeyman Substation Technician. This employee is responsible for the installation, maintenance and repair of electrical and mechanical equipment at the distribution substations and other facilities elsewhere within the Utility and Municipality. Deadline to apply is **May 11, 2018**.

Kaukauna Utilities is seeking an Engineering Technician. This is a full time, non-exempt position that will function under the direction of the Manager of Engineering & Electric Distribution. Application deadline is **May 14, 2018**.

Menasha Utilities is seeking an Electric Manager. The Electric Manager is responsible for overall operation of the distribution system, including planning, budgeting, construction and field work, maintenance and supervision. Deadline to apply is **May 31, 2018**.

Manitowoc Public Utilities (MPU) is seeking a Journeyman Line Technician. This is a full-time position and requires constructing and maintaining electric power facilities up to 69 kilovolts. **Position will remain open until filled.**

MEUW Management Training Program Session E: Personnel Issues

June 6, 2018

Registration Deadline: May 29

Registration fee: \$275

[Click Here to Register](#)

Topics include:

The Hiring Process

The importance of accurate and updated job descriptions

Developing job applications

Interviewing and testing

Background checks

Wage & hour Issues for exempt and non-exempt employees

Overtime and compensatory time rules

Training and travel

Discrimination and harassment

Disability, workers compensation and leave issues

Discipline standards

Carrying out the discipline or discharge

A primer on Wisconsin Open Records and Open Meetings Laws



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- Electric Utility 101 Series: Keeping Pace with Utility Trends and Technologies **May 4**
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- Use Public Power Insurance Data to Improve Your Risk Profile **June 5**

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CORRESPONDENCE/MEMORANDUM

DATE: May 2, 2018

TO: Brian Erickson, Wastewater System Supervisor
Stoughton Utilities

FROM: Tim Ryan, Wastewater Supervisor
Water District South - West



SUBJECT: **Review and Approval of City of Stoughton Annual Mercury PMP Report Dated January 18, 2018**

Format: Stoughton's Annual Mercury PMP Report was received on February 7, 2017 and was found to be complete. The PMP report uses forms found in DNR PUB-WT-831 2006, "Mercury Pollutant Minimization Program – Guidance Manual for Municipalities". Please note that the City of Stoughton does have a Mercury Effluent limit of 3.3 ng/L as a daily maximum; on the cover page, it still lists "none yet."

Mercury concentrations appear to be decreasing and only one sample exceeded the 1.3 ng/L criteria.

The City is encouraged to continue their outreach efforts on a regular basis. It is recommended that outreach to HVAC wholesalers and auto-scrap yards be initiated to see what sort of reductions can be made in these sectors.

Summary: Stoughton's Community Mercury PMP Score is 106. Staff should be commended for their efforts, as any score above 100 is excellent.

This report has satisfied the requirements for the Annual Progress Report found in the City's WPDES Permit. Thank you for your prompt attention to this matter. If you have any questions, please contact Amy Garbe at (262) 574-2135 or amy.garbe@wisconsin.gov.



600 South Fourth Street
P.O. Box 383
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Serving Electric, Water & Wastewater Since 1886

News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 10, 2018

Contact: Robert Kardasz, Utilities Director

Stay Safe During a Storm-Related Outage

As your locally owned utility, Stoughton Utilities has an electric crew that regularly maintains the poles, wires, and equipment that keep the lights on 24 hours a day, seven days a week. As a result, the utility has a strong record for reliability. However, during summer's occasional severe weather, even the best safeguards cannot always prevent an outage from occurring.

Customers may experience a momentary outage when, for example, a tree limb falls on a line and creates a brief short circuit. Other outages – such as when lightning strikes a transformer or high winds cause a tree to fall on a power line – can result in a loss of power until utility staff can safely restore service. In the event of an outage, customers should contact the utility at (608) 873-3379.

“We ask that customers understand that we’re working to fix the problem as quickly as possible if there is an outage. We have a highly trained, local line crew that is available immediately, but restoring power to homes and businesses – especially in bad weather – can be a dangerous and complex job,” said Robert Kardasz, Utilities Director.

The utility also reminds customers to stay safe by calling 911 if there is a downed power line or fire and keeping all people and pets away from the area. Other outage-related issues do not require calling 911. Residents should also:

- Pack food in a cooler if necessary, but otherwise avoid opening the refrigerator and freezer. A refrigerator can keep food safely cool for about two hours; a freezer will hold food safely for 24 to 48 hours.

- Unplug TVs, stereos, computers and other electronics to avoid damage from a potential power surge.
- Close blinds and drapes, as well as the doors to unused rooms, to keep homes cool. Go to the basement if possible.
- Never use portable stoves, grills or generators indoors inside a home – which includes porches and garages – as they could emit dangerous carbon monoxide. (Up-to-date carbon monoxide detectors should be installed on each floor of a home.)
- Drink plenty of water and take a cool shower to deal with heat.
- Check on older or disabled neighbors.
- Create a weather emergency kit to have on hand at home. In it, keep a flashlight and batteries for each member of the family; at least one gallon of water per family member; snacks such as granola or trail mix; a can opener; a first-aid kit that includes any prescription drugs; a portable hand-crank or battery-operated radio; blankets for napping or covering windows against heat; and car chargers for cell phones.

Founded in 1886, Stoughton Utilities serves electric customers in Stoughton and the surrounding area, and wastewater and water customers in Stoughton.



Stoughton Utilities

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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 10, 2018

Contact: Robert Kardasz, Utilities Director

May is National Electrical Safety Month *How safe is your home?*

In honor of National Electrical Safety Month, Stoughton Utilities is joining Electrical Safety Foundation International (ESFI) and 2,000+ other public power utilities across the nation to help educate people about electrical safety and encourage them to take steps to reduce the number of electricity-related fatalities, injuries, and property losses each year.

"As our dependence on electricity grows, accident prevention becomes more critical," says Robert Kardasz, Utilities Director.

While electricity is a necessary resource for powering our modern lifestyles, it is important to treat it with respect and exercise proper safety practices.

Each year, approximately 2,400 children suffer severe shocks and burns from sticking items into the slots of electrical receptacles. An average of 70 electrocution fatalities are associated with consumer products each year. Electrical failure or malfunction can also lead to house fires. Between 2010 and 2014, U.S. fire departments responded to an average of 45,210 such fires every year. These fires resulted in 420 deaths, 1,370 injuries and \$1.4 billion in property damage.

Stoughton Utilities encourages people to consider the following safety tips to make their homes safer.

Switches and Outlets

- If an outlet displays any of the following characteristics, shut off the circuit and consult a professional:
 - It's warm or hot to the touch
 - It makes a cracking, buzzing or sizzling sound
 - Plugs don't fit snugly in it
 - It's discolored by heat
- If you have young children, try to get tamper-resistant outlets or outlet covers with a sliding cover mechanism instead of removable plastic outlet covers. A study conducted by Temple University's Biokinetics Laboratory found that 100 percent of children ages 2 to 4 years old were able to remove plastic outlet covers from the sockets in less than 10 seconds.

Electrical Cords

- Make sure your electrical cords are in good condition, aren't located in high traffic areas or places where they can be pinched by doors, windows or furniture, and aren't attached using nails or staples.
- If you're using an extension cord, make sure it's rated for where you will use it (indoor or outdoor). Extension cords should only be used on a temporary basis.

Lamps and Appliances

- Avoid using electrical appliances, such as hair dryers and charging equipment, near a sink or other area where the appliance or electrical cord could come into contact with water.
- Some general safety checks you can do:
 - Check that the bulbs you're using are the correct wattage
 - Make sure portable space heaters, entertainment centers and computer equipment have plenty of space around them for ventilation
 - Keep electrical cords away from areas where they can come into contact with a heat source

Electrical Panel

- Check the label on the cover of your home's electrical system to determine when the electrical system was last inspected. If you are due, have a qualified, licensed electrician inspect your outlets and electrical system.

Smoke Alarms

- Make sure you have enough smoke alarms in your home and that they are in working order. It is recommended to place one alarm in each bedroom and another outside of each sleeping area, test them once a month, and replace the batteries once a year.

Electrical safety awareness and education among consumers, families, employees, and communities will prevent electrical fires, injuries, and fatalities. For more information, visit stoughtonutilities.com and esfi.org.

Founded in 1886, Stoughton Utilities serves electric customers in Stoughton and the surrounding area, and wastewater and water customers in Stoughton.

About ESFI

The Electrical Safety Foundation International (ESFI) sponsors National Electrical Safety Month each May to increase public awareness of the electrical hazards around us at home, work, school, and play. ESFI is a 501(c)(3) non-profit organization dedicated exclusively to promoting electrical safety. For more information about ESFI and electrical safety, visit www.esfi.org.



Stoughton Utilities

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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 10, 2018

Contact: Robert Kardasz, P.E., Stoughton Utilities Director

Stoughton Utilities asks, “What do you know about H₂O?” SU celebrates annual Drinking Water Week, May 6-12, 2018

The City of Stoughton and its publicly owned water utility kicked off Drinking Water Week 2018 by asking the question: “What do you know about H₂O?”

Throughout this year’s Drinking Water Week, which occurs annually during the first full week in May, Stoughton Utilities, the American Water Works Association (AWWA), and its partners will celebrate water by recognizing the essential role it plays in our daily lives, with special attention on the ways in which all water consumers can get to know their drinking water system.

“Drinking Water Week is an opportunity to focus on the importance of water, which is too easily overlooked,” said Stoughton Utilities Director Robert Kardasz. “There is nothing more essential to a community’s health and vitality than reliable access to safe drinking water.”

“In addition to keeping us healthy and hydrated, water also supports the economy and local industries, as well as prevents and fights fires,” Kardasz continued. “Drinking Water Week provides an excellent moment to focus for a moment on the importance of caring for our water supplies and systems.”

To commemorate the occasion, water utilities, environmental advocates and others across the country will celebrate drinking water through school events, public presentations and community festivals. They will also provide their communities with important tips for protecting water quality within our own homes and learning more about how drinking water is regulated and delivered.

For more than 35 years, Stoughton Utilities, the AWWA, and publicly owned water utilities across the country have celebrated Drinking Water Week – a unique opportunity for both water professionals and the communities they serve to join together to recognize the vital role water plays in our daily lives.

“Tap water is such an integral part of our daily lives that we sometimes don’t notice its immeasurable value,” said Kardasz. “Only tap water delivers the high quality of life we enjoy.”

The Stoughton Water Utility was founded in 1886 and has been providing the City of Stoughton with clean, safe drinking water for one hundred and thirty-two years.

###

Things You Should **KNOW**

Michael W. Peters, President & CEO

Monthly Wrap-Up for April 2018

Issued May 10, 2018

Things You Should Know is my monthly wrap-up for members of all things related to WPPI Energy. As always, I welcome your feedback. Hearing directly from you is critical to our ability to serve our members. If you have any questions, comments or concerns, please contact me at 608-834-4557 or mpeters@wppienergy.org.

Fewer Truck Rolls, Improved Service: Delivering the Benefits of AMI. With the winter heating season now ended, member utilities across the WPPI Energy system have been focused in recent weeks on taking care of electric service disconnections, reconnections, and the customer service interactions those activities entail. This busy period highlights some of the related benefits the WPPI Energy membership is delivering through our joint action customer information strategy.

Remote Disconnects and Reconnects. Half of our 51 members now use advanced metering infrastructure (AMI) to meet all of their metering needs. WPPI Energy supports members with cost-effective, shared access to the data systems, service and expertise they need to collect, manage and use the information AMI meters provide. This includes the ability for members to remotely disconnect and reconnect service to their customers. When utilities don't have to roll trucks for this purpose, they can make better, more efficient use of their crews and equipment to take care of other needed work on their systems.

Automated Credit Control. On the customer service side, we've recently enhanced our hosted NorthStar billing and customer information system, which is now being used by 38 members, with another two set to join the service by year-end. One resulting benefit is a recently rolled out automated credit control process that helps utility employees seamlessly create and coordinate disconnect notices and service orders. The improvement helps ensure that employees in both operations and customer service roles are all working from the same, up-to-date information in a more efficient and streamlined process. Of two utilities using this function in April, one reported carrying out 22 disconnections in 15 minutes and the other completed 50 in 45 minutes—all done remotely and with instant, accurate updates to the customer record. That's more than 140 work orders automated, with significant crew time saved and truck rolls avoided as a result. The process also helped get customers reconnected more quickly. One of the utilities reported that half of its disconnected customers were back in service by 3 PM that same day.

Increasing System Integration. We have continued our progress in recent months on advancing NorthStar's capacity to interact more directly with members' AMI meters. One exciting example is a

new approach to track and respond to outages. This April, two WPPI Energy members piloted a process using AMI meters to create service orders in NorthStar tracking customer outages. In addition to tracking outages, customer service staff can now use NorthStar to verify a customer's power status directly from the AMI meter. This allows staff to know whether a reported outage is on the distribution system or within the customer premise, while also recording activities directly on the account record, which gives utility staff access to the most up-to-date service details possible as they interact with customers.

These are just a few of many recent developments in the membership's ongoing efforts to carry out together our shared customer information strategy. Expect to hear more new details—including an update from the Outage Management Task Force—at tomorrow's (May 11) Board of Directors meeting.

See You at the Board of Directors Meeting. In addition to the customer information strategy update mentioned above, a few of the items featured on the agenda for tomorrow's (May 11) WPPI Energy Board of Directors Meeting are:

- A recap of our recently completed, successful *bond financing*.
- *Power Supply updates*, including information about an opportunity for board directors and alternates to attend a dedication ceremony for the Bishop Hill III Wind Energy Center.
- Two wholesale rate topics, including a *standby rate* to support a specific large customer need, and a *seasonal energy rate* recommended by the Rates Services Advisory Group for 2020, with significant lead-time for coordination and customer communication.
- A new addition to our existing range of *cyber security protections* for members.

Thank you in advance for your attendance and participation. I look forward to seeing you there.

MEUW Welcomes Tim Heinrich as New Executive Director. I was pleased to hear the excellent news that the Municipal Electric Utilities of Wisconsin selected Tim Heinrich to serve as its new executive director. MEUW members have been devoting significant attention in recent months to shaping the long-term future of their association with a strong focus on enhancing the organization's services and ensuring strong continued participation from across its membership. I believe Tim is particularly well suited to lead this important effort, as he brings to the Executive Director role not only his substantial utility industry experience, but also a strong focus on customer service.

As we well know in the joint action world, there is great strength in numbers. Statewide associations like MEUW are invaluable because they enable all municipal utilities to speak together with one strong, unified voice. It is for this reason that WPPI Energy greatly values the role played by our members' statewide associations. Throughout WPPI Energy's history, we have always worked closely with MEUW, and the organization under Tim's leadership will continue to enjoy our strong support.

We had a chance to visit with Tim at WPPI Energy's offices last week. I look forward to working with him, and I am very glad to have the opportunity to welcome Tim as a guest at tomorrow's (May 11) meeting of the WPPI Energy Board of Directors.

Department of Military Affairs Announces Public-Private Partnership to Protect Wisconsin's Electric Infrastructure. WPPI Energy is one of six Wisconsin utilities participating in a public-private partnership to help ensure the integrity of Wisconsin's critical electrical infrastructure. As announced yesterday (May 9) by the Wisconsin Department of Military Affairs, which includes Wisconsin Emergency Management and the Wisconsin National Guard, these state agencies and the group's participating utilities will focus on collaboration and information sharing.

The group's participants have been involved to various degrees in recent and current efforts aimed at establishing and practicing approaches to coordinating activities during an emergency. Examples include last November's GridEx event and the Dark Sky exercise set to take place in several counties next week. Dark Sky will simulate a long-term mass power outage and test the abilities of utilities, law enforcement, first responders and the National Guard to respond. WPPI Energy will have staff present to observe.

In a real-life, significant and prolonged emergency, municipal electric utilities would play a crucial role in communicating with and restoring much-needed services to their local customers and communities. WPPI Energy signed onto the non-binding "P3" charter with this in mind. As a participant, we will work to ensure that municipal utilities have equivalent access to information and support.

New Charging Stations at WPPI Energy. Attendees at tomorrow's board meeting will see something new in WPPI Energy's parking lot. With help from the Sun Prairie Utilities crew, we recently put in place electric vehicle charging stations, which will be available for use by members when they visit. The installation represents one component of the electric vehicle initiative introduced earlier this year to help members promote and encourage beneficial use of the grid for powering customer electric vehicles.

A number of members are looking into the installation of charging stations in their own communities, which is one of the efforts the initiative was created to support. We are also working with Sun Prairie Utilities to seek approval for a special retail rate that would help incent off-peak vehicle charging. We will continue to keep you informed of new developments in this area. For more information, please contact Mike Hodges at mhodes@wppienergy.org or 608-834-4566.

A Successful Member Roundtable. Thanks to Waunakee for hosting on April 18 the second event in what we hope will be an ongoing series of roundtable gatherings for WPPI Energy member utility leaders. Although a spring snowstorm prevented some members in the area from attending, we were pleased to welcome six representatives from four communities for a wide-ranging discussion about current issues for local communities and utilities, electric system priorities, and options for working together through joint action. These informal, small-group gatherings have proven to be a valuable

opportunity for regional groups of members to exchange ideas and insights, and we will continue to look for opportunities to facilitate additional events in the near future. For more information, please contact Lauri Isaacson at lisaacson@wppienergy.org or 608-834-4571.

Regional Power Dinners Well Underway. We have now completed five out of the eight WPPI Energy Member Regional Power Dinner Meetings scheduled for 2018, with a current total of 125 individuals attending from member communities. Every other year, local utility staff and officials from across the WPPI Energy membership gather for this series of evening meetings. I greatly appreciate the opportunity to share a meal, offer a few WPPI Energy business plan updates and—most importantly—spend time talking with members about current issues, developments, and ideas in their communities.

If you haven't yet attended one of this year's Regional Power Dinner events, please check to see whether one of the following three remaining dates and locations might fit your schedule. I hope you'll also share the invitation with your employees and local leaders, as we rely solely on you for local promotion of these events.

- May 22 - Holmen
- June 14 - River Falls
- June 26 - Florence


Details about the regional dinners, including registration information, are included in today's Weekly Digest. For more information, please contact Kay Schaub at 608-834-4538 or kschaub@wppienergy.org.

Staff Update. Please join me in welcoming Kelanie (Kelly) Davis, who will join WPPI Energy on May 29 as a Marketing Manager. Together, Kelly and Steve Lightbourn will be the support team for members' marketing needs. Some of you may remember that Kelly worked previously for WPPI Energy in a similar role. We are very pleased that she will be returning to our staff.

I am always open to suggestions and feedback from WPPI Energy members. If you have any questions, comments or concerns about WPPI Energy or the updates I have provided here, please don't hesitate to contact me at 608-834-4557 or mpeters@wppienergy.org.



FISCAL YEAR 2018 FIRST QUARTER HIGHLIGHTS



1425 Corporate Center Drive
Sun Prairie, WI 53590-4500
Phone: 608.834.4500
Fax: 608.837.0274



May 14, 2018

Financial Highlights

In the first quarter 2018, WPPI Energy's change in net position was a loss of \$2,530,062 compared to a loss of \$4,752,635 in the first quarter 2017. Due to seasonal wholesale rates that include a higher demand charge during the summer months, WPPI Energy plans a loss for the first quarter each year, and anticipates increased revenues and change in net position during the summer months.

Energy sales to members totaled 1,230,719 megawatt-hours (MWh) in the first quarter of 2018. This is 962 MWh or 0.1% less than the same period a year ago. Total operating revenues for the first quarter in 2018 were \$103,723,595 or 7.1% lower than the same period a year ago. Total operating expenses for the first quarter in 2018 were \$101,934,714 or 8.7% lower than the same period a year ago. The decrease in operating revenues is primarily due to lower average cost of power to members in the first quarter of 2018 compared to 2017. The decrease in operating expenses is driven by lower purchased power and fuel expenses.

Power Supply Update

WPPI Energy's 20% share of Boswell Unit 4 generated 214,624 MWh of electricity at an average capacity factor of 84.9% during the first quarter. This compares to 209,951 MWh generated at an average capacity factor of 83.1% in the first quarter of 2017. Boswell Unit 4 was offline for five days in February to remove from the boiler ash deposits resulting from coal quality issues. WPPI Energy's 8.33% share of the Elm Road Generating Station units generated 147,800 MWh at an average capacity factor of 64.8%. In the same quarter a year ago, the units generated 207,394 MWh at an average capacity factor of 90.9%. Unit 1 was offline for nine days in January for repair of a condenser tube leak and 12 days in March for a planned outage. Unit 2 was offline for eight days in January and 10 days in February for repair of a boiler tube leak.

News Highlights

The Bishop Hill III Wind Energy Center in Henry County, Ill. is expected to come online in May. WPPI Energy has a power purchase agreement in place through mid-2040 for the output from the 132-megawatt wind energy center. This cost-effective resource more than doubles the amount of wind energy in WPPI Energy's power supply portfolio, and puts the organization on track to have a nearly 40% emission-free power supply by 2021.

Company Profile

WPPI Energy is a regional power company serving 51 locally owned, not-for-profit electric utilities. Through WPPI Energy, these public power utilities share resources and own generation facilities to provide reliable, affordable electricity to more than 200,000 homes and businesses in Wisconsin, Michigan's Upper Peninsula and Iowa.

FINANCIAL STATEMENTS

Statements of Net Position (Unaudited)

March 31,	2018	2017 ¹
Assets		
Current assets	\$ 156,319,745	\$ 163,749,094
Non-current assets	246,526,743	235,665,473
Electric plant, equipment, and land, net	387,873,923	395,175,616
Construction work in progress	7,792,554	4,898,876
Total assets	798,512,965	799,489,059
Deferred Outflows of Resources	20,099,431	21,879,797
Liabilities		
Current liabilities	57,835,037	67,739,453
Non-current liabilities	7,882,130	7,726,575
Long-term debt, net	404,720,576	433,296,858
Total liabilities	470,437,743	508,762,886
Deferred Inflows of Resources	71,715,194	59,060,533
Net Position	\$ 276,459,459	\$ 253,545,437

Statements of Revenue, Expenses, and Changes in Net Position (Unaudited)

Quarter Ended March 31,	2018	2017 ¹
Operating Revenues	\$ 103,723,595	\$ 111,591,657
Operating Expenses		
Purchased power	81,174,571	88,899,225
Fuel expense	7,865,716	9,094,334
Operation and maintenance	2,771,440	2,762,372
Customer service and administrative and general	4,900,494	4,976,657
Depreciation and amortization	3,388,740	4,142,585
Taxes	1,833,753	1,765,060
Total operating expenses	101,934,714	111,640,233
Operating Income	1,788,881	(48,576)
Non-Operating Revenues (Expenses)		
Investment income	3,407,832	3,072,911
Interest expense	(4,814,719)	(5,091,757)
Other	(2,912,056)	(2,685,213)
Total non-operating revenues (expenses), net	(4,318,943)	(4,704,059)
Change in Net Position	\$ (2,530,062)	\$ (4,752,635)

¹ Some 2017 amounts were reclassified to conform to the 2018 presentation.

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Muscoda
New Glarus
New Holstein
New London
New Richmond
Oconomowoc
Oconto Falls

Plymouth
Prairie du Sac
Reedsburg
Richland Center
River Falls
Slinger
Stoughton
Sturgeon Bay
Sun Prairie

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Waterloo
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Stoughton Utilities is committed to investing in clean, renewable energy. With our Choose Renewable program, you can purchase renewable energy blocks to offset a part or all of your electrical usage. Renewable energy is generated from clean energy sources such as wind, biogas, and the sun, and can be purchased in 300 kilowatt-hour (kWh) blocks for just \$3 a month!

To learn more about our Choose Renewable program, please visit our website. You can easily enroll your home or business online by logging in to *My Account*.

Enroll before June 1 to be entered for a chance to win a new Nest Smart Thermostat!

Visit our website for complete details. No purchase necessary, contact our office for an entry form.



SUMC Food Pantry

Stoughton Utilities,

Thank you for the generous donation of \$500 to our Food Pantry.

We are open Tues. + Weds. from 9-11 am each week serving families from the Stoughton area. The Pantry is a "client choice" model where shoppers choose the foods they will best use for their families.

We also provide food for their pets so they are able to keep those valued family members. Dane Co. Humane Society and special donors provide this aspect.

Your donation will be used to purchase food at 18¢/lb. through Second Harvest Food Bank. This allows the gift to go much further while purchasing meat, cheese, eggs, and much more.

Sincerely, Stoughton United Methodist
Food Pantry

"It takes a village" to feed the hungry. Thanks for being part of ours in Stoughton.
Janne Schwass - Long (Coord.)



Stoughton Utilities

600 South Fourth Street
P.O. Box 383
Stoughton, WI53589-0383

Serving Electric, Water & Wastewater Since 1886

News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 25, 2018

Contact: Robert P. Kardasz, P.E., Utilities Director

Stoughton Utilities Director Robert Kardasz Receives WRWA Lifetime Achievement Award

Robert Kardasz, Utilities Director of Stoughton Utilities, recently received the Wisconsin Rural Water Associations (WRWA) Lifetime Achievement Award. This award is presented to individuals who have shown a high level of dedication to their field and have worked throughout their careers to support WRWA and the water and wastewater industries.

Kardasz was selected to receive the award for the progressive leadership he has shown throughout his 37-year career at the utility, and his continued involvement in the utility industry. His service to utility groups such as WRWA, Municipal Environmental Group (MEG), Municipal Electric Utilities of Wisconsin (MEUW), WI Wastewater Operators Association (WWOA), ATC, and WPPI Energy have made him widely recognized among utilities in Wisconsin and the Midwest region.

Stoughton Utilities has benefited in many ways from Kardasz' involvement in the water and wastewater industry. He has created a working environment that encourages safety, progress, technological advances, and efficiency. Under his direction, Stoughton has implemented numerous programs to make significant improvements in these areas, and Stoughton Utilities continues to thrive as a valuable community asset.



###

About Stoughton Utilities

Founded in 1886, Stoughton Utilities is the city's locally owned, not-for-profit electric, water and wastewater utility. Utility staff strive to provide their 8,500+ customers with low-cost, reliable electric service; clean, high-quality water that meets or exceeds all state and federal standards; and state-of-the-art wastewater treatment services.

Stoughton Utilities has been a community water and wastewater provider for 132 years.



Stoughton Utilities

600 South Fourth Street
P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 31, 2018

Contact: Robert Kardasz, Utilities Director

Stoughton Utilities Committee Member recognized for service

David Erdman, current Chairman of the Stoughton Utilities Committee and a committee member since 2007, was recently recognized for his 10 years of service to the public power industry. Erdman was awarded the 2018 Municipal Electric Utilities of Wisconsin (MEUW) “Charlie Bradburn Pillar of Public Power” award at the 2018 MEUW Annual Conference. The award will be presented to Erdman by Stoughton Utilities Director Robert Kardasz at the Stoughton Utilities Committee meeting on Monday June 18.

The Charlie Bradburn Pillar of Public Power Award recognizes members of public power community governing bodies who have served their communities for at least ten years. This award is presented by MEUW, a statewide trade organization that represents Wisconsin’s community owned electric utilities. In Stoughton, the utilities committee has oversight responsibility for the community-owned utility and its operations.

“This award is just a small way we recognize utility commission members for all their dedication and support of public power in Wisconsin,” said Tim Heinrich, MEUW’s executive director.

Founded in 1886, Stoughton Utilities serves electric customers in Stoughton and the surrounding area, and wastewater and water customers in Stoughton.

MAY-JUNE 2018 • VOL. 76 / NO. 3

PUBLIC POWER MAGAZINE

AMERICAN PUBLIC POWER ASSOCIATION

POWERING STRONG COMMUNITIES



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Cover illustration by Val Bochkov

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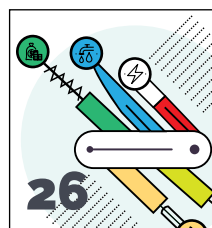
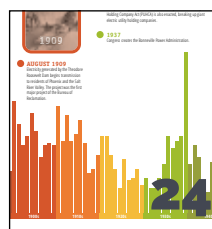
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ABOUT THE AMERICAN PUBLIC POWER ASSOCIATION

The American Public Power Association is the voice of not-for-profit, community-owned utilities that power 2,000 towns and cities nationwide. We advocate before federal government to protect the interests of the more than 49 million customers that public power utilities serve, and the 93,000 people they employ. Our association offers expertise on electricity policy, technology, trends, training, and operations. We empower members to strengthen their communities by providing superior service, engaging citizens, and instilling pride in community-owned power.

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Stoughton Utilities

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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

June 5, 2018

Contact: Robert P. Kardasz, P.E., Stoughton Utilities (608) 877-7423

STOUGHTON UTILITIES RECOGNIZED FOR OUTSTANDING SAFETY RECORD

Stoughton Utilities is one of 35 community-owned electric utilities in the state to receive a 2017 MEUW Safety Achievement Award for safe working practices during the 2017 calendar year.

In its eighteenth year, the MEUW Safety Achievement Award is a voluntary reporting system that is sponsored by Municipal Electric Utilities of Wisconsin (MEUW), the state association representing Wisconsin's 82 public power communities. The selection criteria for the award is a weighted formula that considers a utility's occupational safety record for the past year, as well as its proactive safety activities, such as conducting employee safety training, developing and maintaining written safety procedures and implementing workplace injury prevention measures.

This is the eleventh consecutive year that Stoughton Utilities has received this award.

Award winners were recognized during the MEUW Annual Conference in La Crosse, May 17. Robert Kardasz, Utilities Director, accepted the award for Stoughton Utilities. "On behalf of the employees of Stoughton Utilities, we are proud to receive this safety award", said Kardasz. "The employees earned this award and should be commended for their consistent dedication to safety. Our utility is dedicated to safety – its job number one."

"The MEUW Safety Achievement Award recognizes our member utilities that promote safe work habits, offer regular safety training opportunities to their employees, and who are committed to a safe work environment. These employees perform their jobs in dangerous situations day in and day out, in all weather

conditions. We honor these utilities for establishing a strong safety culture,” said Paul Hermanson, MEUW Board President.

It takes hard work and commitment from the employees on the job site watching out for one another, following safety rules and safe work practices. It also takes commitment from the utility management and governing board to provide the employees with the equipment they need to do the job safely, the training to maintain or improve their skills, and the knowledge, time, and effort to promote proactive safety practices through regular participation in weekly safety meetings, State of Wisconsin apprenticeship programs, the MEUW Safety Program, seminars, workshops, and other continuing education opportunities.



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Founded in 1886, Stoughton Utilities serves electric customers in Stoughton and the surrounding area; and wastewater and water customers in Stoughton.

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2018 MEUW Conference features nationally-known speakers



American Public Power Association Senior Vice President, Delia Patterson provided an expansive overview of the history of public power and the challenges and opportunities we face today.

about workplace abuse. Jeff Stanek, CPA, Baker Tilly, talked about utility financial reporting best practices and Martin Day, Administrator, Public Service Commission of Wisconsin Division of Energy, talked about the relationship between the PSC and public power utilities, graciously answering many questions from attendees. Joel Chilsen, Marketing Lecturer at UW La Crosse, wrapped up the morning with some humor about the demographics of our membership, our customers and the trends he sees.

After lunch, our keynote speaker, Dr. Stuart Robertshaw, otherwise known as “Dr. Humor,” brought not only humor but an uplifting message. He told the group to find humor not only in ourselves but in our day-to-day lives. He asked the audience to remember that life is short, to live each day to the fullest, to enjoy the simple things, and to make sure to laugh along the way, even

The 2018 Annual Conference could not have been a greater success. The Radisson La Crosse proved to be a beautiful setting with dynamic views of the Mississippi River and a welcoming atmosphere. MEUW and WUSA members who hit the links at the Forest Hills Golf Course on Wednesday afternoon were delighted with the nice weather and the scenic surroundings. In the evening, the Weber Center for the Performing Arts provided a breathtaking backdrop for the welcome reception where attendees enjoyed the company of new colleagues and old friends while taking in the rooftop terrace views of the river. All in all, a day to remember.

Thursday kicked off with Delia Patterson, Senior Vice-President of the American Public Power Association, recounting the history of public power, where it is now and where it is likely headed in the future. MEUW Board President Paul Hermanson and newly-hired Executive Director Tim Heinrich updated the group on the findings of the MEUW ENERGY PROJECT. Tim is heading up the project now and developing the type of ongoing support and services MEUW members have identified. Attorney Steve Zach, Boardman & Clark, gave a presentation on respect in the workplace that covered how harassment law has evolved and why we are seeing more headlines



Dr. Stuart Robertshaw, President & CEO of the National Association for the Humor Impaired addresses the annual conference audience with a lot of humor!

Discovering MEUW's Storied Legacy and Optimism for the Future

MEUW Executive Director Tim Heinrich

My first month at MEUW has been a period of discovery. I've learned a lot about the association, our members and public power. Nothing has been too surprising, and everything and everyone I've encountered builds my optimism for MEUW's future.

I was lucky to join MEUW at a time when regular "events" were already in the works, so it's been easy for me to plug in and participate in the Customer Service Roundtables and the Annual Conference, among other activities. I have been listening to help me understand what makes MEUW tick. I've discovered that there are many people who genuinely want this association to succeed. With its long and storied history, MEUW has significantly impacted the state of public power in Wisconsin, and no one wants to see that fade away. That's obviously reassuring.

In these next few months, I'll be working on plans to strengthen MEUW and prepare the association and our members to be an active participant in the ever-changing utility landscape. As we approach the 90th anniversary of MEUW's founding this October, you can expect that the staff and I will be taking steps to re-introduce MEUW and affirm our mission and purpose. I look forward to sharing the outcome of that work with all of you in the coming months.

Improving communications is a common theme I've heard MEUW needs to tackle. Concerns about leadership, a lack of transparency and a feeling of disorganization have seemed to plague the association in recent years. We won't repair that overnight, but I hope you'll begin to see signs of progress early on. My own approach to organizational communications relies on the three Rs:

- **Is it relevant?** The information we share should matter to our membership and have a purpose. Whatever we share, we will seek to explain why you should care about it and what it means for the future of public power and the mission of MEUW.
- **Is it right?** The information we share should be accurate and timely. In today's fast-moving, information-overloaded times, there's nothing worse than erroneous info that requires a correction. We will strive to get it right the first time.
- **Is it repeatable?** The information we share should be easy to understand and easy to share. There's no doubt that all of you who read *Live Lines* and the other communications from MEUW are busy people. Our goal is to keep the info simple and concise so we make it easy for you to stay informed.

I am happy to have joined the MEUW family. I look forward to working together to pave a future path for a bolder MEUW. Please share your feedback along the way. Thank you.



Executive Director Tim Heinrich speaking at the Annual Conference.



MEUW Needs You

Our members help to make MEUW a valuable resource for other member utilities

Contribute your talents and ideas and serve on one of MEUW's committees

We are currently looking to fill vacancies on the **Accounting and Customer Service Committee**. If you are interested in serving, please send an email to **Tim Heinrich**, MEUW Executive Director, at theinrich@meuw.org



Annual Conference features national speakers *continued from page 1*

when encountering some of our most serious situations. Dr. Humor had the entire audience laughing at funny quotes, newspaper articles, and court cases. The afternoon wrapped up with a presentation by Steve Collier, Vice-President of Milsoft Utility Solutions, on what the future electrical utility industry will look like. His presentation was incredibly insightful and truly helped our membership realize what we are all going to be facing in the not so far off future.

On Thursday evening MEUW hosted the 2018 MEUW Safety Achievement Awards and Service Awards. Photographs were taken of the Safety Awards winners receiving their awards. Click the button below to see a slideshow of the award winners!

[Safety Award PowerPoint Slide Show!](#)

On Friday morning, the conference wrapped up with the Annual Board meeting. Minutes will be available after they are approved at the next meeting.

A big thank you to everyone who made their way to La Crosse. Without you it would not have been such a great event. Thank you to WUSA for making the golf outing and reception possible. A huge thank you goes out to the golfers who purchased Mulligans to support the Friends of Public Power PAC! Finally, thank you to all our sponsors: Baker Tilly, ATC, Resco, Border States, Irby, Wegner CPAs, CMP, PSN Bell Lumber and Pole and particularly our Gold Sponsors, WPPI Energy and Utility Sales & Service, Inc., for your faithful and continuing commitment to MEUW.

Please take the time to fill out the [post-event survey](#), which also has a few questions about what topics you'd like addressed at future events and how you would like to see future annual conferences organized. Until next year!



Martin Day, Division Administrator for the Public Service Commission of Wisconsin's Division of Energy Regulation, was a featured presenter at MEUW's Annual Conference in La Crosse in May. Day, who joined the PSC staff in November 2017, provided insight about his impressions of the municipal utilities and their relationships with the PSC. He took questions from the audience and also expressed interest in having his staff work more closely with MEUW and its members. Day is a Wisconsin native and 25-year veteran of the utilities industry, having worked for WPPI Energy, Madison Gas & Electric and a private consultant before joining the PSC.



Enjoying the links at the Annual Conference Golf Outing sponsored by WUSA from L to R: Steve Stanius, Fresco, Inc; Melvin Kreul, Shullsburg Utilities; Norman Ehirobo, Payment Service Network, Inc.; Dave Euclide, Sun Prairie Utilities.

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Municipal Electric Utilities of Wisconsin is committed to safety. Through our professional safety instruction and education, we're helping our member utilities keep their workers and their communities safe. Each year, the month of June is dedicated as National Safety Month – as a way to raise awareness of safety and to encourage workers and their families to stay safe on the job and at home.

To celebrate June as National Safety Month, MEUW is holding a contest to encourage families to talk about the importance of safety at home.

Entering the contest is simple: Have your child between the ages of 4 and 10 draw a picture on a regular sheet of paper and submit it to MEUW. The drawing should show one thing the child and his/her family do to stay safe in their home or community (e.g., staying away from downed power lines, wearing a bike helmet or seat belt). Drop the drawing in the mail or email it to MEUW – along with an "Official Entry Form" (below).

Every entrant will receive a promotional item from MEUW. Prizes will be awarded for entries determined to be the most creative and most well-designed. **The first place winner will receive a \$50 Visa gift card and the second and third place winners will each receive Culver's gift cards.**

Eligibility and Rules:

Entrants must be between ages 4 and 10 as of June 1, 2018, and must be the son, daughter, grandson or granddaughter of a municipal electric utility employee in Wisconsin.

Entrants must complete the official entry form and mail or email it along with their drawing; please do not staple the entry form to the entry. All entries become the property of Municipal Electric Utilities of Wisconsin and will not be returned. MEUW reserves the right to re-produce the drawing for promotional purposes and in communications.

Entries must be submitted to MEUW, June Safety Month Contest, 725 Lois Drive, Sun Prairie, WI 53590 or you may scan (in color, preferably) the page and entry form to Info@MEUW.org with "June Safety Month" in the Subject line. **All entries must be postmarked or emailed no later than Friday, June 22.** Entries received after the deadline will not be eligible for prizes.

Prize winners will be announced in the July edition of MEUW's *Live Lines*. Prizes will be sent directly to the entrant. The decisions of the judges (the MEUW staff) are final.

OFFICIAL ENTRY FORM

Instructions: If you're a kid between ages 4 and 10, draw a picture on a regular sheet of 8 1/2" x 11" paper showing one thing you and your family do to stay safe at home or in your neighborhood and community. Write your name and age on the back of the drawing (please do not write it on the drawing itself and do not staple this form to the drawing).

Child's Name		Age	
Parent(s)/Guardian(s) Name(s)			
Home Address			
City/State/Zip			
Child's Relationship to Utility Worker			
Name of Utility Worker			
Utility Worker's Title			
Utility Name			

Notice to Parents/Guardians:

Your consent is required for Municipal Electric Utilities of Wisconsin to collect, use, and disclose personal information about your child. The information provided herein may be disclosed to the public through MEUW.org or another public website in order to administer the contest; and to those who request the names of winners of the contest.

By signing below, I am authorizing the named child's entry for the MEUW "Safety at Home" Contest. I agree to the terms outlined in the contest rules and to the collection, disclosure, and use of my child's artwork/image/photo and information provided in this form.

Parent/Guardian Signature _____

Creating a cohesive and efficient MEUW Safety Program

Mike Czuprynko, MEUW Manager of Safety Services

As I transition to my new role as Manager of Safety Services, the thing I am most excited about is developing both safety programs to complement each other in an efficient manner. We have made considerable strides in the Regional Safety Program, and I can't thank the team enough for their continuous efforts to better the program. Now I'm looking forward to the challenge of bringing the JT&S program to the next level.

The Safety & Education Committee met early last month to talk about the vacant JT&S positions. The committee discussed the current structure of the program, the current responsibilities of the two positions, what is going well and what needs improvement.

The committee concluded that the ideal candidate would have both the presentation skills needed for classroom instruction and the technical skills essential for field training. However, the committee also concluded that finding one person with both skills, much less two, will be very difficult. One scenario being considered is staffing the JT&S program with two people with different skillsets -- one person who possesses good classroom presentation skills and one who has good technical field skills. Both individuals would be utilized statewide. One advantage to this scenario is that all our communities would be able to have face time with both instructors, instead of having contact with only one. We don't know what kind of candidates are going to apply until we see the resumes and start interviewing, but having this game plan going in will allow us the flexibility to go in different directions depending on the skillsets of the applicants.

The Safety & Education Committee also decided to change the job title from "Job Training & Safety Instructor" to "Electric Utility Safety & Training Coordinator (ESTC)." This job title more closely reflects the role these staff members will play in the safety program and will also help distinguish them from the Regional Safety Coordinators (RSC). While the ESTCs will be responsible for training specifically on electric utility safe work practices, the MEUW RSCs will continue to be responsible for safety compliance training that extends beyond electric utility-specific issues.

The two ESTC positions are posted on indeed.com and can be accessed from MEUW's website. If you have any questions, please feel free to contact me.



Mike Czuprynko
Manager of Safety Services

Join your friends and colleagues in the public power community for a mid-summer gathering at Warner Park in Madison. The Madison Mallards face the Wisconsin Rapids Rafters in a Northwoods League match-up on Friday, July 20, and MEUW is hosting a group in the "Duck Blind." Reserve your **free tickets** to enjoy an evening of baseball with **free food and drinks** (soda and beer).

A limited number of tickets are available. You can hold your tickets with \$5 per ticket (which will be refunded on the night of the event). Please limit your request to four tickets – children 10 and older and other family members are welcome!

Reserve your tickets today!

Stay focused, be prepared and keep aware to be safe!

Jeff Helgestad, Senior Regional Safety Coordinator

Being aware of our surroundings is an important step to keeping us and our families safe. It could be while we are driving, working in the yard, pumping gas, preparing dinner, doing a task at work...

Bottom line, when we let our guard down we are at risk for a potential incident.

As a safety professional, I have always coached employees about staying focused and keeping their eyes and mind on the task at hand. Do we let our guard down on easy tasks, or on tasks that we do at home? Often the answer is yes. Unfortunately, it's the easy task that often gets us in trouble. Complacency sets in. We lose our focus. Something happens. On the other hand, on difficult jobs, our senses and our awareness are often heightened. It is important to keep the same kind of focus on all the jobs we do to avoid injuries.

When operating equipment, we should always wear safety glasses and appropriate PPE. We also need to be vigilant about recognizing the potential hazards of moving equipment like pinch points, caught in-between situations, and the potential to be struck. When we prepare well, we can prevent many unwanted injuries!

When my kids were growing up, I often told them to be aware of their surroundings at all times. When entering a restaurant, hotel, gas station, or library we should be identifying all the exits in case of an emergency. In today's world, we also need to be conscious of active shooter situations. Next time you are in one of these places, ask yourself the question, "What would I do if an active shooter incident took place now?" Being aware of our surroundings is an important way we can keep ourselves safe.



Jeff Helgestad
Senior Regional
Safety Coordinator

When we talk about safety awareness, it's also important to talk about fatigue. Fatigue can have a negative impact on our awareness and overall performance. Driving while tired has proven to be a killer. Many studies have shown that we do not think as well, follow important instructions, or react as well when we are tired and worn out! Be conscious of when you are feeling tired and when it might be wise to stop doing a potentially hazardous activity.

Keeping safe is no accident. When we keep our focus on the task, prepare ourselves properly for each task, stay aware of our surroundings and potential hazards, and quit when we're tired, we can help keep us, our families, and our co-workers safe!





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*In Memoriam***Cumberland Utility General Manager Chuck Christensen passes away suddenly**

MEUW and the community of Cumberland in northwestern Wisconsin have lost one of its most valued members.

Chuck Christensen, General Manager of the Cumberland Municipal Utility, passed away suddenly on May 15, 2018. He was 76.

Chuck began working for the utility in 1977 as an Outside Line Superintendent and became its General Manager in less than a year – a position he was to hold for more than 40 years. At the time he was hired, Chuck had already had several careers. After high school, he worked in his family's business, Christensen Electric. Then he became the owner and operator of Christensen Marine. Chuck had also been a firefighter, an ambulance driver, and an EMT. He became a police officer and was a conservation warden for the DNR. Just prior to joining the Cumberland Municipal Utility, he was working as the first criminal investigator for the Barron County Sheriff's Department.

With more than 40 years of service to the public power industry, Chuck's influence has been significant. A few highlights: In 1978, he approached the City of Richland Center with a plan to purchase and share a large diesel generating unit to meet the growing needs of both communities. The resulting \$2.7 million project was the first inter-city agreement of its kind. In 1983, concerned that Cumberland's Utility Commission could be abolished by a simple majority vote of the City Council, Chuck worked with attorneys to develop a charter ordinance to change local law to require a referendum to abolish the Utility Commission. The measure passed and became a template for other cities. Chuck was also instrumental in establishing the training and safety programs MEUW now offers; he saw there was a need for state-wide basic safety and training programs for municipal line workers. In 2000, Chuck applied for and received a grant of \$340,000 from FEMA to bury all the electric lines in the northwest section of the city to mitigate storm damage. The grant included new ornamental street lighting.

Chuck was committed to his community and to his profession. He was a past President of the Board of Directors of MEUW and Chairman of the Dairyland Power Cooperative. Chuck was also President of the Cumberland Healthcare Governing Board, the Criminal Justice Supervisor of the Barron County Board of Administrators, the Chairman of the Barron County Solid Waste Management Board, and President of Cumberland's Economic Development Corporation among other positions.

In recent years he received recognition for his service to the public power industry and his

community. He was named Cumberland's Citizen of the Year in 2010 and Cumberland High School Graduate of Achievement in 2016. The American Public Power Association recognized Chuck in 2016 with the Larry Hobart Seven Hats Award and in 2014 and again in 2016, MEUW recognized Chuck with the Donald L. Smith Distinguished Service Award for "exceptional leadership and dedication to public power."

According to his family, "his most treasured time was cruising Beaver Dam Lake in his beloved 35-foot pontoon boat with his cherished family and friends." He will be greatly missed.

Expressions of sympathy may be addressed to his wife, Kay, at P. O. Box 613, Cumberland, WI 54829. A couple of years ago Chuck established a scholarship fund for college-bound high school seniors. Gifts to the fund may be sent to the Christensen Memorial Scholarship Fund at First Lutheran Church, P.O. Box 546, Cumberland, Wisconsin 54829.



In October 2016 the Cumberland Municipal Utility received local press coverage when it purchased new automated external defibrillators. From L to R: Josh Ash, Justin Abrahamson, Casey DeLawyer, Kathy Haley, Cheryl Jaastad, Dean Bergstrom and Chuck Christensen.

Help MEUW Recognize Outstanding Service to Public Power

Every year MEUW celebrates the contributions made to Wisconsin public power by our members and by those whose outstanding service supports our work. MEUW knows that there are many as-of-yet unsung heroes working on behalf of public power that should be recognized and we'd like to make sure they receive the recognition they deserve. To make sure we don't overlook someone, we'd like to encourage you to nominate achieving individuals any time of year — whenever someone is making that special impression on you.

The contributions people make to public power vary so MEUW created six recognition awards. They are:

The Philip La Follette Public Official Award

Recognize your mayor, a city council representative, a state commissioner, or a state or federal legislator who has gone to bat for us and sought to improve policies and laws regarding public power. The award may recognize a single achievement or a lifetime career.

The Donald L. Smith Distinguished Service Award

This is MEUW's highest award. It is bestowed to recognize exceptional leadership and dedication to public power. To be eligible, this person must have been active in MEUW for at least ten years.

Charlie Bradburn Pillar of Public Power Award

Recognize a governing board member for his or her many years of devoted service. The Charlie Bradburn Pillar of Public Power

Award has four recognition levels: the Bronze category (10-19 years of service); Silver (20-29 years of service); Gold (30-39 years of service); and Platinum (40 or more years of service).

When nominating a governing board member, count their years of service as of May.



The Retirement Award

Recognize someone who has served in a managerial or supervisory role at an MEUW member utility or who has served MEUW on a committee or the board.

The MEUW Meritorious Service Award

Recognize a utility employee from an MEUW member utility or a consultant, public official or other member

of the public for their outstanding service or achievement.

The Friend of Public Power Award

Recognize a non-MEUW organization or individual for distinguished service to public power. It could be a local business leader or Chamber of Commerce executive, a legislator or a staff person, or anyone who has provided important support to public power, but does not work for a public power utility.

Please nominate someone who has embodied one or more of the three MEUW principles -- Service, Advocacy and Safety. Keep this [MEUW Award Nomination Form](#) handy and email it to info@meuw.org at any time of year to recognize that stand-out individual. Thank you!

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News from MEUW's Office

MEUW recently posted two openings for the position of Electric Utility Safety and Training Coordinator to replace Steve Hedden and Jake Kallies, who recently left the organization. The new Coordinators will be responsible for hands-on job training and the required safety training for municipal electric utility workers. While these positions have historically been geographically based, the new Coordinators are likely to share the workload based on in-the-field vs. classroom-based training. Stay tuned for more details once the positions are filled.

Mike Czuprynko has been promoted to Manager of Safety Services. He will now have responsibility for all facets of MEUW's safety-related services. Mike will directly supervise the newly hired Electric Utility Safety and Training Coordinators as well as the current Regional Safety Coordinators. A native of Wisconsin Dells, Mike joined MEUW in September 2016 as Regional Safety Manager. He has broad experience in safety leadership roles with manufacturing companies and was the Operations Environmental, Health and Safety Manager for Encapsys in Baraboo immediately before joining MEUW. Mike has a bachelor's degree in occupational and environmental safety from the University of Wisconsin-Whitewater.

Executive Director Tim Heinrich is getting settled in at MEUW. His direct line is (608) 478-0998 and his email address is theinrich@meuw.org.

MEUW Upcoming Events

June 6	Management Training Program Session E— Personnel Issues, Wisconsin Dells
June 7	Orientation to WPPI, Sun Prairie
June 12—14	MEUW JT&S Planning Retreat
June 15—20	APPA National Conference, New Orleans
July 4	Independence Day (MEUW Office Closed)
July 20	Night at the Ball Park, Madison
September 25	MEUW Accounting & Customer Service Seminar
October 7—13	APPA Public Power Week
October 24	Management Training Program Session F— Customer Service & Public Relations

Mark Your Calendars! Visit the MEUW website for a full list.



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Classifieds

For more detail on any of these job opportunities, go to the MEUW website and click Employment or [Click Here!](#)

Kaukauna Utilities is seeking a full-time Journey Line Technician. This position will function under the direction of the Manager of Engineering & Electric Distribution. If you are interested in this position, please visit www.ku-wi.org for a complete job description and application. Deadline to apply is June 15, 2018.

Sun Prairie Utilities is seeking a full-time Water Operator. This is a skilled position in the maintenance and repair of the municipal water system. Most work is performed in the field with some duties performed in the shop. The Water Operator reports to the Lead Water Operator for daily assignments and field work activities. WDNR certification in ground water and distribution is required. Salary is between \$41,745.60 - \$59,009.60/year. For more information call 608-825-1174 or go to <http://www.cityofsunprairie.com>. Deadline to apply is June 17, 2018.

Westby Electric Utility is seeking a full-time Journey-level Electric Line Worker or Apprentice. May consider someone with intentions of becoming a Line Worker. Position requires a CDL, may require occasional after hour call-outs and possible work in inclement weather. Starting Journeyman wage is \$38.00-\$40.00 per hour. Other wage depending on experience. Job applications are available at the Utility Office, 200 N. Main Street, Westby, WI or at the Utility/City web page (www.cityofwestby.org) and may be dropped off at our office, mailed, or scan and emailed to rwedwick@cityofwestby.org. Position will remain open until filled.



MEUW Management Training Program Session F

Customer Service & Public Relations October 24, 2018

Registration Deadline: Monday, October 15

Registration fee: \$275

Topics include:

- Providing Great Customer Service
- What Do Customers Want?
- Dealing with Difficult Customers and Situations
- Promoting and Developing Community Support for Your Utility
- Dealing with the Media and Other Interests



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Fun Community Event!

On Saturday, July 7 the City of Cornell and the Cornell Area Betterment Association are sponsoring the

Cornell Canoe & Kayak Floatilla & Parade!

You can paddle, too, for just \$10 per craft. There will be a canoe & kayak parade, a log drive raffle and food, prizes & music in the pavilion. For more info and to register, go to www.cornellfloatilla.com or talk with Dave DeJongh, City of Cornell Board Treasurer at 715-239-3710 or at cornellcityoffice@centurytel.cnet.



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- Be Prepared: Disaster Planning and Response Guide **June 26**
- Municipal Finance and the Tax Cuts and Jobs Act: What Public Power Needs to Know **June 27**
- Essential Tips for Reporting Data to EIA **June 28**



Roadway / Work Zone Safety Inspection

Audit Title

Stoughton Utilities - Electric

Document No.

000004

Conducted on

6/7/18, 10:21 AM

Prepared by

Andrew Paulson

Location

2757 Burritt Rd
Stoughton, WI 53589
United States
(42.9407807385141, -89.2205550052382)


Score



38/38 - 100%



Completed on




6/7/18, 10:39 AM




Audit - 38/38 - 100%



Question	Response	Details
Include pictures of the work site / area. Ensure all vehicles and work zones are captured.		
 <p>Appendix 1</p>		
General Safety		Score (2/2) 100%
Was a job briefing / tailgate conducted before work started? If the job briefing / tailgate is documented and verbal, select "Documented".	Documented	
What type of work / job tasks are to be performed?	Replacing a pole	
What type of communication is used in case of an emergency (check all that apply):		
Cell phones	<input checked="" type="checkbox"/>	
2 way radio	<input checked="" type="checkbox"/>	
Truck radio		
Other:		
If Other, list options:		
Additional pictures:		
Work Zone Protection		Score (10/10) 100%


Question	Response	Details
Does this work site / area require work zone protection (i.e. it's in a roadway, it will be longer than 15 minutes)?	Yes	
 <p data-bbox="148 539 260 562">Appendix 2</p>		
All questions & information below are taken from the MUTCD Work Zone Safety handbook.		
Are all employees wearing the appropriate ANSI Class 2 traffic safety vest at a minimum?	Yes	
 <p data-bbox="148 1039 260 1061">Appendix 3</p>		
Work zones should have the following designated areas. Check all that are present:		
Advanced warning area	<input checked="" type="checkbox"/>	
Buffer area	<input checked="" type="checkbox"/>	
Transition area	<input checked="" type="checkbox"/>	
Work area	<input checked="" type="checkbox"/>	
Termination area	<input checked="" type="checkbox"/>	

Question	Response	Details
<p>Are adequate advanced warning signs in place and visible (should be 3 signs)? 25-30 MPH = 200' spacing between each sign 35-40 MPH = 350' spacing between each sign 45-55 MPH = 500' spacing between each sign 55 & up = 1000', 1,500', 2,640' spacing between each sign</p>	Yes	
 <p>Appendix 4</p>		
<p>Are advanced warning signs set up to account for specific roadway characteristics (turns, hills, intersections, etc.)?</p>	Yes	
<p>Are changes in the traffic pattern clearly marked and communicated with signage?</p>	Yes	
 <p>Appendix 5</p>		
<p>Is the work zone clearly marked with the appropriate size and number of traffic cones? * Spacing between traffic cones should be a distance (in feet) approx. equal to the speed limit. Ex. - 35 MPH = 35' spacing. Tighter spacing is always better.</p>	Yes	
<p>List any other work zone equipment used (barricades, barrels, poles, etc.)</p>		
<p>If sidewalks are present, are they properly barricaded / coned off?</p>	N/A	

Question	Response	Details
If traffic conditions or location warrant, is a flagger present?	N/A	
Work zone comments:		
Additional pictures:		
Personal Protective Equipment		Score (10/10) 100%
Are employees wearing the applicable PPE listed below for the jobs / tasks being performed?		
High visibility / arc rated / FR apparel?	Yes	
 <p data-bbox="146 866 260 891">Appendix 6</p>		
All shirts properly tucked in (requirement per APPA 401(d))?	Yes	
Head protection?	Yes	
 <p data-bbox="146 1330 260 1355">Appendix 7</p>		
Hearing protection?	N/A	
Eye protection?	Yes	
 <p data-bbox="146 1760 260 1785">Appendix 8</p>		
Face protection (i.e. face shield, arc flash face shield)?	N/A	

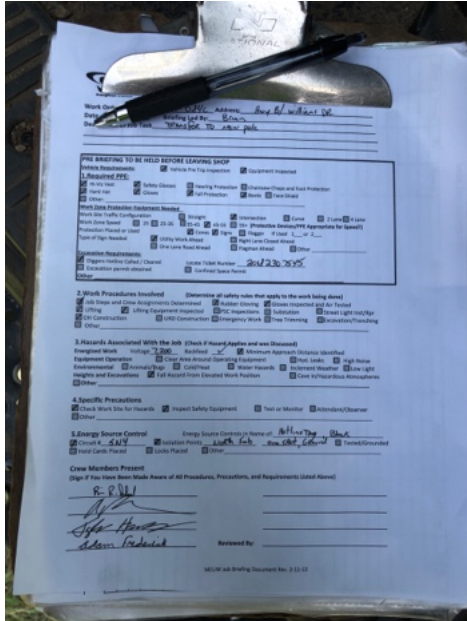
Question	Response	Details
Hand protection? If YES, list the type of glove(s) being worn:	Yes	
 <p>Appendix 9</p>		
Are the gloves being worn by Electrical employees / Linemen?	Yes	
Linemen electrical protective gloves should be professionally inspected every 6 months (OSHA 1910.137, Table I-5). What date were the gloves inspected last?	March 22, 2018	
Respiratory protection? If YES, list the type of protection used:	N/A	
Fall protection?	Yes	
 <p>Appendix 10</p>		
List all components of fall protection worn:		
Arm protection?	Yes	
 <p>Appendix 11</p>		
Is the arm protection being worn by Electrical employees / Linemen?	Yes	
Linemen electrical protective arm sleeves should be professionally inspected annually (OSHA 1910.137, Table I-5). What date were the arm sleeves inspected last?	January 8, 2018	

Question	Response	Details
Foot protection?	Yes	
 <p data-bbox="142 470 268 495">Appendix 12</p>		
List any other pieces of PPE that employees are wearing:		
PPE comments:		
Additional pictures:		
Utility Safety		Score (6/6) 100%
Is digging / auguring needed to complete this job?	Yes	
Was a utility locate ticket obtained and the work site clearly marked as to the location of underground utilities or flagged affirmatively indicating a lack of utilities (Red=Electric, Yellow=Gas, Orange=Communications, Blue=Water, Green=Sewer)	Yes	
 <p data-bbox="142 1462 268 1487">Appendix 13</p>		
Are all excavators, elevated dump truck bodies and other mobile equipment maintaining a minimum of 10' clearance from any overhead electrical or communication lines?	N/A	
Are all cranes, derricks (not operated by the electric utility), and hoists in use maintaining a minimum of a 20' clearance from all overhead electrical and communication wires?	Yes	

Question	Response	Details
Is this an Electric Department work zone / area?	Yes	
Are the crews working on energized lines?	Yes	
Are bucket trucks properly barricaded and marked?	Yes	
Are ground crews remaining clear of vehicles working on the lines?	Yes	
Is adequate protective rubber cover-up used?	Yes	
 <p>Appendix 14</p>		
Similar to rubber sleeves and gloves, protective rubber cover-up must be professionally inspected annually (OSHA 1910.137, Table I-5). Are all protective rubber cover-up's within the annual inspection date?	Yes	
Are Hold cards used when required?	N/A	
Additional utility safety comments:		
Additional pictures:		
Excavation		
Does the work being performed involve an excavation?	N/A	
Vehicles		Score (10/10) 100%
Are appropriate warning lights (i.e. hazard flashers, strobes) on vehicles working and in use?	Yes	
Are all vehicles parked safely (Not creating blind spots for traffic, properly marked with cones if in traffic lane, properly positioned as a barrier vehicle, etc.)	Yes	

Question	Response	Details
Are vehicles near confined space egress points and excavations shut off unless absolutely necessary for task?	N/A	
Are vehicles equipped with a (properly stocked) First Aid kit?	Yes	
Does the first aid kit contain any expired items?	No	
Are vehicles equipped with a fire extinguisher?	Yes	
Are any of the vehicles equipped with an AED?	Yes	
Are the pads and battery within expiration dates?	Yes	
Does the vehicle appear to be free from defects and operating normally?	Yes	
Are wheel chocks being used on any bucket trucks, digger/derricks, and/or cranes while in use or otherwise according to employer policy (i.e. if parked on a slope)?	Yes	
Is the deck of the truck clean and free of debris / trash / clutter?	Yes	
Are any of the vehicles electrical boom trucks?	Yes	
Is the dielectric testing current (annual)? (Tags are usually located on the deck of the truck or on the rear window in the truck)	Yes	
Additional vehicle comments:		
Additional pictures:		
Additional Comments		
Additional comments:	Great communication between the team. Work zone setup was spot on and the operation of work was done as safe as possible and efficient.	
Additional pictures:		
Sign here:		

Media



Appendix 1



Appendix 2



Appendix 3



Appendix 4



Appendix 5



Appendix 6



Appendix 7



Appendix 8



Appendix 9



Appendix 10



Appendix 11



Appendix 12



Appendix 13



Appendix 14

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Date: June 12, 2018

To: Stoughton Utilities Committee

From: Robert P. Kardasz, P.E.
Stoughton Utilities Director

Subject: Status of the Utilities Committee recommendation(s) to the Stoughton Common Council

The following items from prior Stoughton Utilities Committee Meeting(s) were presented to and/or acted upon by the Stoughton Common Council at their May 22, 2018 meeting:

Consent Agenda:

1. Stoughton Utilities Payments Due List Report
2. Stoughton Utilities Committee April 16, 2018 Meeting Minutes
3. Stoughton Utilities March 2018 Financial Summary
4. Stoughton Utilities March 2018 Statistical Report

Business:

1. Presentation of the electric and water tax-stabilization dividends



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Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018

To: Stoughton Utilities Committee

From: Jamin T. Friedl
Stoughton Utilities Finance Manager

Robert P. Kardasz, P.E.
Stoughton Utilities Director

Subject: Cost analysis of an overhead to underground electric system conversion

At its January 16, 2018 meeting, the Utilities Committee requested that staff prepare a presentation on the potential costs and rate impacts associated with an overhead to underground electric system conversion. This item was tabled by the Utilities Committee at its May 14, 2018 meeting.

Staff will make a presentation to the committee on the cost analysis of an overhead to underground electric system conversion.



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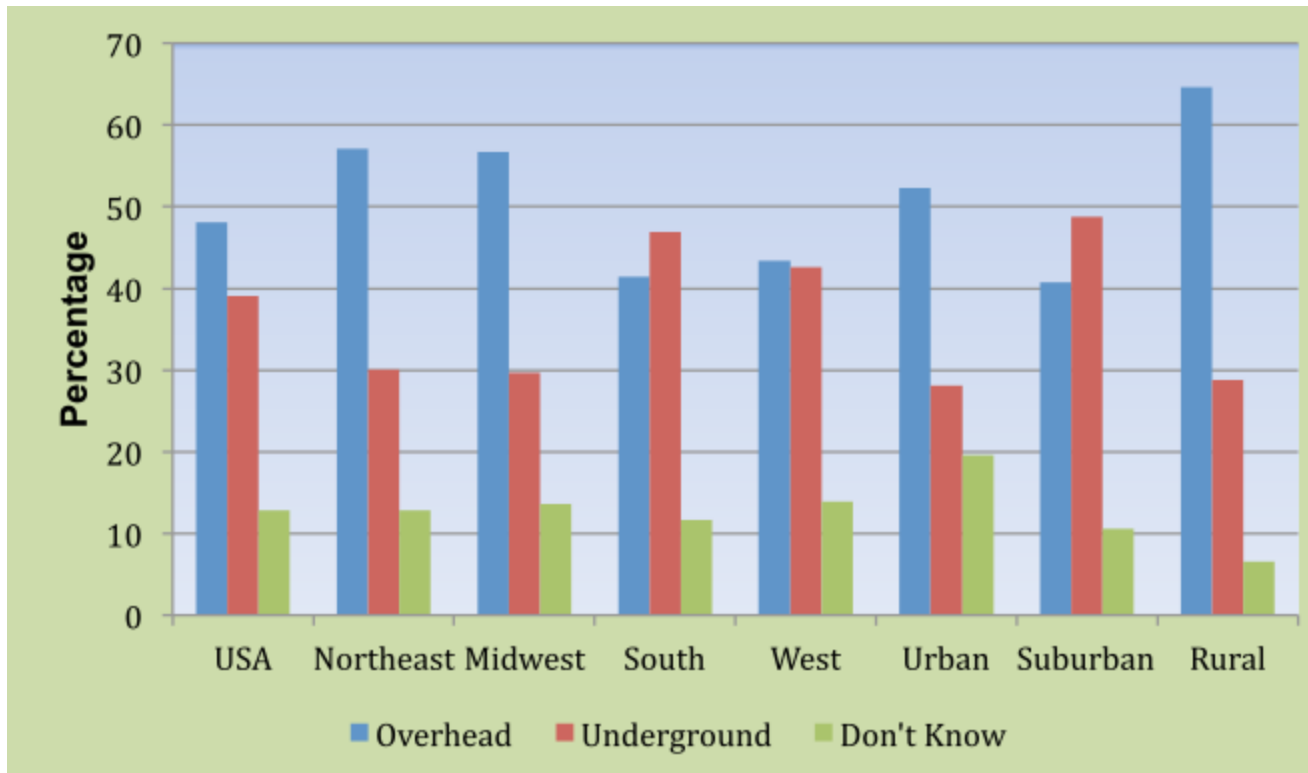
Overhead To Underground Conversion

The True Cost

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Historical Context





Historical Context (cont.)

- Is an aggressive approach to conversion to underground the right answer? History tells us the answer is no....
- Numerous utilities, municipalities and state agencies have addressed this issue and here are the results
 - Most studies indicate the cost to convert OH to UG lines are 5 to 10 times that of comparable OH construction
 - NC and FL found that placing lines underground would require rate increases of 80% to 125% annually
 - Florida - “There is insufficient data to suggest this high cost is justifiable by quantifiable benefits such as reduced O&M cost savings and reduced damage”
 - North Carolina - “Undertaking would cost approx. \$41 billion, nearly 6 times the net book value of the utilities’ current distribution assets, and would require approx. 25 years to complete”



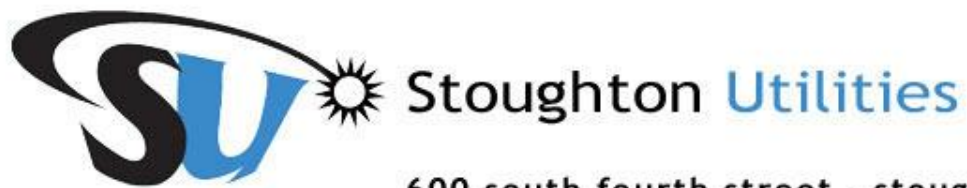
Historical Context (cont.)

- Anaheim - The city voted to underground its entire electrical system....50 years to complete and funded by a 4% surcharge on every electric bill for the duration of the project
- Houston - “The cost of undergrounding the existing distribution infrastructure is prohibitive and would cost an estimated \$35 billion to bury the entire distribution system”
- Oklahoma - “Not a feasible solution...Would run into the billions of dollars and approach thousands of dollars per customer”
- New Hampshire - The average electric bill increase for all of New Hampshire’s utilities ranged from \$434 per month to \$907 per month for the next 40 years
- PSCWI - “The estimated cost ranges from 4 to 14 times more than OH lines...A new OH line costs approx. \$390,000 per mile as opposed to \$2 million per mile for UG”
- Virginia - “The estimated annual cost of undergrounding lines statewide would be approx. \$3,000 per customer”



Historical Context (cont.)

- Virginia - A closer look....
 - Annualized cost = \$10,000,000 (Total Project Cost \$94 Billion)
 - Annualized benefits = \$3,924,000
 - Service Life
 - OH - 30-60 years
 - UG - 30 years
 - Reliability
 - UG reliability fades after 25 years
 - Fewer but longer outages
 - 92 minutes for OH vs 145 minutes for UG



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UG Benefits

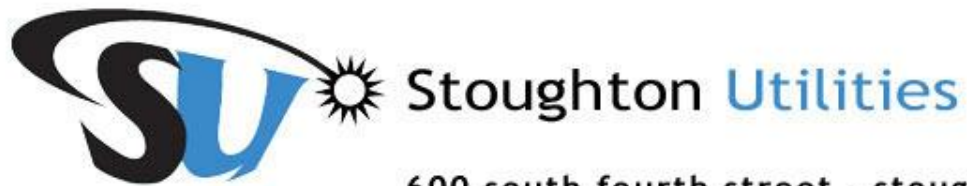
Reliability

- Benefits such as robustness to most weather events and less exposure to wildlife
- Increased reliability during high winds and storms
- Reduced exposure to lightning
- Reduced exposure to outages caused by trees
- Better voltage support
- Decreased tree trimming costs
- Newer UG cable systems, in general, tend to be more reliable and require less maintenance than OH installations
- In very dense urban areas, overhead construction becomes impractical, so the utility benefits by having the option of installing underground network systems in these areas where overhead can't be installed

Aesthetics

- Customers prefer underground construction
- Easier to obtain an easement for underground lines
- Helps with public image
- One of the major benefits is to help create positive community relations by mitigating visual impact

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UG Benefits (cont.)

Other

- Distribution - less public EMF concerns
- Distribution - fewer maintenance repairs
- Reduced congestion in high density areas
- Ability to maintain facilities at ground level, rather than from poles and bucket trucks
- Better public safety
- Lower feeder energy losses
- The cost of tree maintenance is removed entirely during the life of underground facilities



UG Challenges

Costs

- Underground systems are normally more expensive to install than overhead systems
- Higher facility replacement costs
- Increased project costs associated with UG systems
- Increased material costs and longer installation timeframes vs. overhead
- Design redundancy/significantly higher capital costs for installation
- Higher operations and maintenance (O&M) cost offsets corresponding reduction in R/W maintenance costs
- Geographic areas with severe frost and rocky conditions can increase costs significantly
- Underground cable mitigation tends to be very expensive compared to other types of equipment repairs/replacements. This is due to the labor intensive nature of locating faults and repairing cable, the need for specialty contractors for replacement or mitigation work, and the need for additional crew resources to restore customers' power when a failure occurs.

Operation and Maintenance

- Older cables are more likely to fail
- Repair times for UG construction are substantially higher than for OH construction, driving up maintenance costs and duration-based reliability indices
- Underground facilities experience many dig-ins by those who do not follow proper procedures to identify the location of underground facilities before excavating



UG Challenges (cont.)

Operation and Maintenance

- More complex operational needs, such as visual inspection, is impossible, making it more difficult and costly to maintain and repair
- Difficult repair due to frozen ground
- Difficult access for outage restoration in heavy snow areas
- Underground facilities are susceptible to flooding.
- Although UG construction eliminates some outage causes, UG systems are still vulnerable to lightning and equipment failure
- Difficulty locating space for padmounted gear
- Increased stray voltage concerns
- Specialized training/equipment for manhole/vault access
- Surface-mounted equipment inspections critical to protect public



UG Challenges (cont.)

Failure Issues

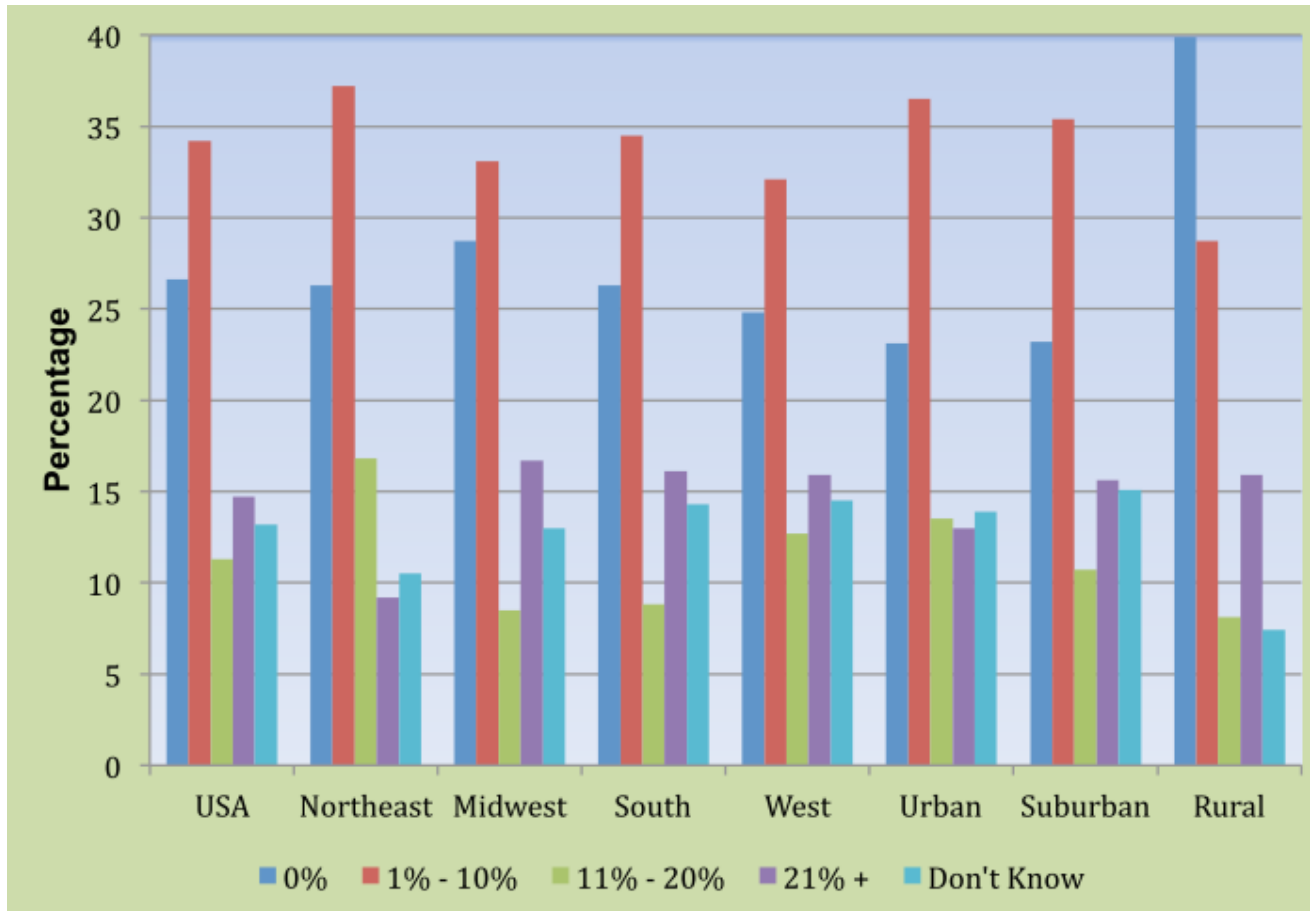
- Much of the cable installed in the 1970s and 1980s is reaching the end of its useful life, creating a peak in the need for infrastructure investment
- Customer satisfaction is at risk due to the connected nature of UG feeds. Multiple failures in a segment on a single tap interrupt power to the same set of customers. Customers often become frustrated since it is not visually apparent as to the cause/location and because failures often occur under warm, dry conditions.
- Power outages last longer because damage is more difficult to locate and takes longer to repair
- Outages involving the underground system take more time to resolve as faulted cable/equipment takes more time to locate and subsequently replace
- Customer perception that undergrounding their service or neighborhood should dramatically improve their reliability, not taking into account exposure of overhead portions of the system upstream

Other

- Conflicts with other subsurface construction and utilities
- More specialized skillset and equipment required for installation and repairs



Cost Impact to SU Customers





Cost Impact to SU Customers (cont.)

- Key Statistics

- Stoughton Area - Approx. 36 square miles
- Stoughton Population - Approx. 13,000
- Stoughton Population Density - Approx. 360/square mile
- Stoughton estimated cost per mile of line - \$1,658,000

	Urban	Suburban	Rural
Minimum	\$1,000,000	\$313,600	\$158,100
Maximum	\$5,000,000	\$2,420,000	\$1,960,000

Urban—150+ customers per square mile

Suburban—51 to 149 customers per square mile

Rural—50 or fewer customers per square mile



Cost Impact to SU Customers (cont.)

- Stoughton urban conversion estimate approx. \$131,000,000
 - For comparison sake
 - Palm Beach Florida
 - Population - 8,700
 - Area - 8 square miles
 - 2014 estimated cost - \$85,000,000



Cost Impact to SU Customers (cont.)

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
1/1 Plant Balance	\$ 25,749,349	\$ 31,926,156	\$ 35,102,964	\$ 38,279,771	\$ 41,456,579	\$ 44,633,386	\$ 47,810,194	\$ 50,987,001	\$ 54,163,809	\$ 57,340,616
12/31 Plant Balance	\$ 31,926,156	\$ 35,102,964	\$ 38,279,771	\$ 41,456,579	\$ 44,633,386	\$ 47,810,194	\$ 50,987,001	\$ 54,163,809	\$ 57,340,616	\$ 60,517,423
Average Plant Balance	28,837,753	33,514,560	36,691,368	39,868,175	43,044,982	46,221,790	49,398,597	52,575,405	55,752,212	58,929,020
1/1 Accumulated Depreciation Balance	(13,559,734)	(14,417,654)	(15,359,654)	(16,301,654)	(17,034,181)	(17,973,739)	(18,915,739)	(19,857,739)	(20,660,090)	(21,602,090)
12/31 Accumulated Depreciation Balance	(14,417,654)	(15,359,654)	(16,301,654)	(17,034,181)	(17,973,739)	(18,915,739)	(19,857,739)	(20,660,090)	(21,602,090)	(22,544,090)
	(13,988,694)	(14,888,654)	(15,830,654)	(16,667,918)	(17,503,960)	(18,444,739)	(19,386,739)	(20,258,915)	(21,131,090)	(22,073,090)
Average Materials and Supplies	158,397	158,397	158,397	158,397	158,397	158,397	158,397	158,397	158,397	158,397
Average Regulatory Liability	(132,964)	(121,884)	(110,804)	(99,724)	(88,644)	(77,564)	(66,484)	(55,404)	(44,324)	(33,244)
Average Customer Advances	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)	(27,981)
Average Net Rate Base	\$ 14,846,511	\$ 18,634,438	\$ 20,880,326	\$ 23,230,949	\$ 25,582,794	\$ 27,829,903	\$ 30,075,791	\$ 32,391,502	\$ 34,707,214	\$ 36,953,101
Sales	\$ 15,106,589	\$ 15,414,560	\$ 16,016,063	\$ 16,531,021	\$ 17,055,159	\$ 17,583,366	\$ 18,110,415	\$ 18,641,549	\$ 19,180,392	\$ 19,723,523
Other Operating Revenues	143,034	143,034	143,034	143,034	143,034	143,034	143,034	143,034	143,034	143,034
O&M	(13,412,621)	(13,640,636)	(13,872,526)	(14,108,359)	(14,348,202)	(14,592,121)	(14,840,187)	(15,092,470)	(15,349,042)	(15,609,976)
PILOT	(447,082)	(520,035)	(579,672)	(639,310)	(698,947)	(758,585)	(818,222)	(877,860)	(937,498)	(997,135)
Depreciation Expense	(955,568)	(1,066,704)	(1,177,840)	(1,288,976)	(1,400,112)	(1,511,248)	(1,622,384)	(1,733,520)	(1,844,656)	(1,955,792)
Operating Income (Regulatory)	\$ 434,352	\$ 330,219	\$ 529,058	\$ 637,409	\$ 750,932	\$ 864,446	\$ 972,656	\$ 1,080,732	\$ 1,192,229	\$ 1,303,654
Actual Rate of Return	2.93%	1.77%	2.53%	2.74%	2.94%	3.11%	3.23%	3.34%	3.44%	3.53%
Increase in Sales Revenues Needed	\$ 307,974	\$ 601,503	\$ 514,958	\$ 524,138	\$ 528,207	\$ 527,049	\$ 531,133	\$ 538,843	\$ 543,132	\$ 544,001
Annual Increases Needed	2.04%	3.90%	3.22%	3.17%	3.10%	3.00%	2.93%	2.89%	2.83%	2.76%



Cost Impact to SU Customers (cont.)

Assumptions:

- Assuming all transformers currently on our books are OH
- Assuming all services currently on our books are OH
- Used composite depreciation rate for OH and UG for simplification
- Assuming all UG costs are utility financed
- Assuming no other capital additions during 10 year period
- Assuming annual increases as proposed here
- Assuming no other change in income statement
- Assuming 39 years to replace all OH assets
- Assuming all assets retired are fully depreciated
- Assuming no engineering, legal, easement and other costs
- Assuming 1.69% inflation in O&M (10 year avg. CPI-U)
- Assuming no growth in consumption
- Assuming no inflation in construction costs

Impact on this analysis:

- ↑ - Actual change in rates will be increased
- ↑ - Actual change in rates will be increased
- Immaterial
- ↓ - If some are contributed the proposed change in rates would be reduced
- ↑ - Actual change in rates will be increased
- As shown
- Indeterminate
- As shown
- ↓ - Actual change in rates will be decreased, but loss on early retirement will be recorded
- ↑ - Actual change in rates will be increased
- As shown
- ↓ - Actual change in rates will be decreased
- ↑ - Actual change in rates will be increased

- 27% increase in rates in 10 years with annual increases needed, at a minimum, the following 30 years
- SU rate increases the last 10 years
 - 2017 - 1.71%
 - 2014 - 2.01%
 - 2010 - 2.73%
6.45%



Cost Impact to SU Customers (cont.)

Residential Bill Impact			
2017 Average Residential Bill	\$ 86.58	750 kWh	
2018 Average Residential Bill	\$ 88.35	750 kWh	\$ 21.18
2019 Average Residential Bill	\$ 91.79	750 kWh	\$ 62.55
2020 Average Residential Bill	\$ 94.74	750 kWh	\$ 97.97
2021 Average Residential Bill	\$ 97.75	750 kWh	\$ 134.01
2022 Average Residential Bill	\$ 100.78	750 kWh	\$ 170.34
2023 Average Residential Bill	\$ 103.80	750 kWh	\$ 206.59
2024 Average Residential Bill	\$ 106.84	750 kWh	\$ 243.12
2025 Average Residential Bill	\$ 109.93	750 kWh	\$ 280.18
2026 Average Residential Bill	\$ 113.04	750 kWh	\$ 317.53
2027 Average Residential Bill	\$ 116.16	750 kWh	\$ 354.95

ANNUAL INCREASE OVER 2017

Small Power Bill (Cp-1) Impact			
2017 Average Small Power Bill	\$ 2,505.93	23,500 kWh	
2018 Average Small Power Bill	\$ 2,557.02	23,500 kWh	\$ 613.05
2019 Average Small Power Bill	\$ 2,656.80	23,500 kWh	\$ 1,810.40
2020 Average Small Power Bill	\$ 2,742.22	23,500 kWh	\$ 2,835.48
2021 Average Small Power Bill	\$ 2,829.17	23,500 kWh	\$ 3,878.83
2022 Average Small Power Bill	\$ 2,916.79	23,500 kWh	\$ 4,930.28
2023 Average Small Power Bill	\$ 3,004.22	23,500 kWh	\$ 5,979.42
2024 Average Small Power Bill	\$ 3,092.32	23,500 kWh	\$ 7,036.69
2025 Average Small Power Bill	\$ 3,181.71	23,500 kWh	\$ 8,109.31
2026 Average Small Power Bill	\$ 3,271.80	23,500 kWh	\$ 9,190.47
2027 Average Small Power Bill	\$ 3,362.04	23,500 kWh	\$ 10,273.36

ANNUAL INCREASE OVER 2017

Commercial Bill (Gs-1) Impact			
2017 Average Commercial Bill	\$218.20	2,000 kWh	
2018 Average Commercial Bill	\$222.65	2,000 kWh	\$ 53.38
2019 Average Commercial Bill	\$231.34	2,000 kWh	\$ 157.64
2020 Average Commercial Bill	\$238.77	2,000 kWh	\$ 246.89
2021 Average Commercial Bill	\$246.35	2,000 kWh	\$ 337.74
2022 Average Commercial Bill	\$253.97	2,000 kWh	\$ 429.30
2023 Average Commercial Bill	\$261.59	2,000 kWh	\$ 520.65
2024 Average Commercial Bill	\$269.26	2,000 kWh	\$ 612.71
2025 Average Commercial Bill	\$277.04	2,000 kWh	\$ 706.11
2026 Average Commercial Bill	\$284.89	2,000 kWh	\$ 800.25
2027 Average Commercial Bill	\$292.74	2,000 kWh	\$ 894.54

ANNUAL INCREASE OVER 2017

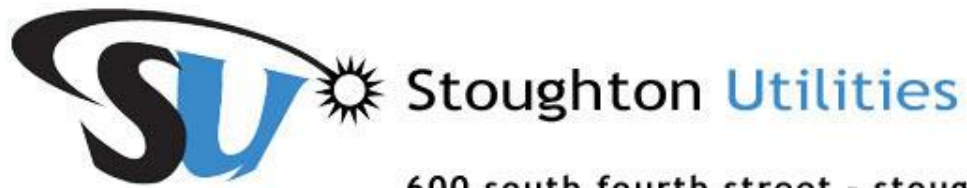
Industrial Bill (Cp-3) Impact			
2017 Average Industrial Bill	\$38,481.28	430,000 kWh	
2018 Average Industrial Bill	\$39,265.79	430,000 kWh	\$ 9,414.08
2019 Average Industrial Bill	\$40,798.01	430,000 kWh	\$ 27,800.71
2020 Average Industrial Bill	\$42,109.77	430,000 kWh	\$ 43,541.86
2021 Average Industrial Bill	\$43,444.92	430,000 kWh	\$ 59,563.62
2022 Average Industrial Bill	\$44,790.43	430,000 kWh	\$ 75,709.77
2023 Average Industrial Bill	\$46,132.99	430,000 kWh	\$ 91,820.50
2024 Average Industrial Bill	\$47,485.95	430,000 kWh	\$ 108,056.10
2025 Average Industrial Bill	\$48,858.56	430,000 kWh	\$ 124,527.34
2026 Average Industrial Bill	\$50,242.09	430,000 kWh	\$ 141,129.69
2027 Average Industrial Bill	\$51,627.83	430,000 kWh	\$ 157,758.62

ANNUAL INCREASE OVER 2017



Other Considerations

- Cost-of-Service
 - The rate impact is spread evenly across all customers in this analysis
 - This project would focus mainly on serving residential customers and the overall impact would likely be greater than shown here
- Impact on rural customers
 - No benefit....Share in the costs or develop special urban rate?
 - If special rate is created the impact on urban customers will be much greater
- Shared poles with telecomm companies (aesthetics)
- Customer OH to UG service conversion



Stoughton Utilities

600 south fourth street - stoughton, wisconsin 53589
(608) 873-3379



Regulatory Considerations

PSC 130.03 Special design and construction conditions.

(1) Except as provided in sub. (2), a municipal regulation that requires a utility to install, at the utility's expense, transmission or distribution facilities which are not consistent with the utility's practice for design or construction of utility facilities is unreasonable unless there is an adequate health, safety, or public welfare justification for the requirement. Aesthetics alone is not an adequate basis to justify a requirement to install facilities underground.

(2) Subsection (1) does not apply if all of the following conditions are met:

(a) The municipality or a third party agrees to reimburse the utility for the difference in cost between the standard design or construction techniques of the utility and any special design or construction requirement sought by the municipality.

(b) The special design or construction requirement is consistent with safe and reliable utility construction practices.



Regulatory Considerations (cont.)

PSC 112.05 Construction of electric utility facilities.

(1) No electric utility may begin construction, install or place in operation any of the following facilities whose estimated gross cost exceeds the applicable amount specified in sub. (3), without prior commission approval under s. PSC 112.07:

(f) A distribution system extension, conversion to a higher voltage or conversion from overhead to underground construction.

(3)

(a) Cost thresholds for projects requiring commission review and approval under this section are those specified in s. 196.49 (5g) (ar), Stats., as revised under par. (b).

(b) Beginning on May 1, 2014, and on May 1 of each successive even-numbered year thereafter, the commission shall adjust the cost thresholds in s. 196.49 (5g) (ar), Stats., to reflect changes to the cost of electric utility construction based on the cost index numbers published in the "Handy-Whitman Index of Public Utility Construction Costs, Cost Trends of Electric Utility Construction — North Central Region for Total Transmission Plant".

PSC Docket 5-GF-154 - February 25, 2016

1. For an electric public utility whose electric operating revenues in the prior year were less than \$5,000,000, the cost threshold is \$269,000.

2. For an electric public utility subject to the filing thresholds of Wis. Admin. Code § PSC 112.05(3)(a)2., the estimated construction project gross cost threshold is calculated by multiplying the utility's prior year electric operating revenues by 4 percent, then multiplying the result by 1.071 (the ratio of the appropriate Handy-Whitman Index on July 1, 2015, to the index for the same category on January 1, 2012) and rounding up to the nearest \$1,000.

CY '17 Operating Revenues	\$	15,249,623
Threshold		4%
HW Index		1.071
	\$	<u>653,000</u>



Conclusion

- Economic justification for underground conversion does not exist
- Recent history shows SU is open to undergrounding when feasible
 - Underground assets added (not including transformers):
 - 2013 - \$ 63,000 - 12% of distribution capital activity
 - 2014 - \$172,000 - 32% of distribution capital activity
 - 2015 - \$228,000 - 37% of distribution capital activity
 - 2016 - \$748,000 - 60% of distribution capital activity
 - 2017 - \$460,000 - 43% of distribution capital activity
- Continue to follow SU's current undergrounding policy with input from Committee/Council when considered necessary



Stoughton Utilities

600 South Fourth Street
P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018

To: Stoughton Utilities Committee

From: Robert P. Kardasz, P.E.
Stoughton Utilities Director

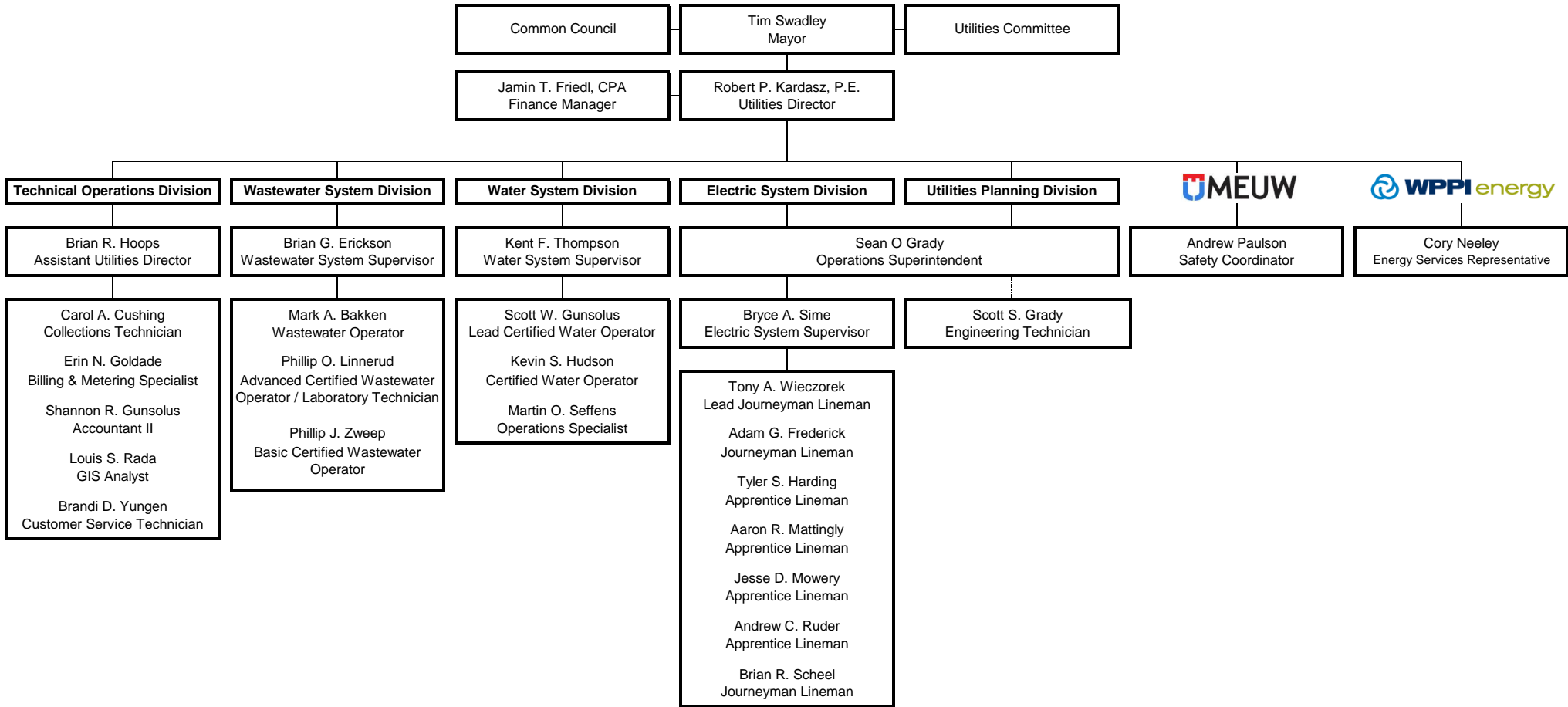
Subject: Stoughton Utilities personnel status update

At its April 2018 meeting, the Utilities Committee approved filling the recently restored Electric System Supervisor and Water System Supervisor positions. These position openings were advertised internally, and on May 23, 2018, we conducted interviews for these positions.

We are proud to announce that Kent Thompson has been promoted to the position of Water System Supervisor, effective May 27, 2018. Kent began his career at Stoughton Utilities in July 2014 as a Certified Water Operator. Prior to working at SU, Kent worked as a Lead Pipe Layer for a large infrastructure construction company, and earned a degree in Watershed Management and Soil Science.

We are also proud to announce that Bryce Sime has been promoted to the position of Electric System Supervisor, effective May 27, 2018. Bryce began his career at Stoughton Utilities in January 1998 as a Meter Technician, before later completing the Electric Journeyman Lineman apprenticeship program. In 2012, Bryce was promoted to the position of Lead Journeyman Lineman, a position he held until now.

To fill the lead vacancy created by Bryce's promotion to Supervisor, we also promoted Tony Wieczorek to Lead Journeyman Lineman. Tony began his career at Stoughton Utilities in December 2017 as a Journeyman Lineman. Prior to working at SU, Tony held the position of Lead Journeyman Lineman for 12 years at a nearby municipal utility, with an additional 11 years of experience as a Journeyman Lineman.





600 South Fourth Street P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018

To: Stoughton Utilities Committee

From: Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

Robert P. Kardasz, P.E.
Stoughton Utilities Director

Subject: Wastewater treatment facility and sanitary sewer collection system 2017 Compliance Maintenance Annual Report (CMAR)

Compliance Maintenance Annual Report (CMAR) requirements have been in existence since 1987, and the attached CMAR has been completed as required by Chapter NR 208 of the Wisconsin Administrative Code. Annual submittal of an electronic CMAR form (eCMAR) is required to be completed no later than June 30.

The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

The purpose of the CMAR is to evaluate the wastewater treatment system for problems or deficiencies. Management, operation, and maintenance activities are described. Owners identify proposed actions to prevent violations of WPDES permits and water quality degradation. The CMAR program also encourages actions that:

- Promote the owners' awareness and responsibility for wastewater collection and treatment needs.
- Maximize the useful life of wastewater treatment systems through improved operation & maintenance.
- Initiate formal planning, design and construction for system upgrades.

It is requested that the Stoughton Utilities Committee review and approve the annual Compliance Maintenance Annual Report, and recommend approval and adoption of the corresponding resolution to the Stoughton Common Council on June 26, 2018.

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.0185	x	247	x	8.34	=	2,102
February	1.0495	x	278	x	8.34	=	2,435
March	1.0037	x	258	x	8.34	=	2,156
April	1.1891	x	237	x	8.34	=	2,351
May	1.2036	x	251	x	8.34	=	2,520
June	1.2331	x	275	x	8.34	=	2,833
July	1.3505	x	241	x	8.34	=	2,709
August	1.1987	x	251	x	8.34	=	2,510
September	1.0688	x	286	x	8.34	=	2,550
October	1.1306	x	283	x	8.34	=	2,671
November	1.0229	x	293	x	8.34	=	2,500
December	0.9739	x	263	x	8.34	=	2,137

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.06	x	90	=	1.854
		x	100	=	2.06
Design (C)BOD, lbs/day	2655	x	90	=	2389.5
		x	100	=	2655

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	1	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	1	0
June	1	0	0	1	1
July	1	0	0	1	1
August	1	0	0	1	0
September	1	0	0	1	0
October	1	0	0	1	1
November	1	0	0	1	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	8	3
Points		0	0	24	6
Total Number of Points					30

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?
 Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes

gallons

No

Holding Tanks

Yes

gallons

No

Grease Traps

Yes

gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:

5/16/2018

2017

<div data-bbox="133 205 1461 258" style="border: 1px solid black; height: 25px; width: 100%;"></div> <p>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div data-bbox="133 441 1461 493" style="border: 1px solid black; height: 25px; width: 100%;"></div>

Total Points Generated	30
Score (100 - Total Points Generated)	70
Section Grade	D

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	3	1	0	0
February	25	22.5	3	1	0	0
March	25	22.5	3	1	0	0
April	25	22.5	5	1	0	0
May	25	22.5	3	1	0	0
June	25	22.5	3	1	0	0
July	25	22.5	3	1	0	0
August	25	22.5	2	1	0	0
September	25	22.5	3	1	0	0
October	25	22.5	3	1	0	0
November	25	22.5	2	1	0	0
December	25	22.5	2	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- Yes Enter last calibration date (MM/DD/YYYY)

- No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

- Yes

- No

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

<p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	13	1	0	0
February	30	27	8	1	0	0
March	30	27	9	1	0	0
April	30	27	12	1	0	0
May	30	27	8	1	0	0
June	30	27	8	1	0	0
July	30	27	6	1	0	0
August	30	27	6	1	0	0
September	30	27	8	1	0	0
October	30	27	7	1	0	0
November	30	27	7	1	0	0
December	30	27	6	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1.3	0.545	1	0
February	1.3	0.448	1	0
March	1.3	0.492	1	0
April	1.3	0.526	1	0
May	1.3	0.475	1	0
June	1.3	0.462	1	0
July	1.3	0.245	1	0
August	1.3	0.455	1	0
September	1.3	0.504	1	0
October	1.3	0.408	1	0
November	1.3	0.420	1	0
December	1.3	0.600	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stoughton Wastewater Treatment Facility

Last Updated: Reporting For:
5/16/2018 2017

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1936.60 acres

2.1.2 How many acres did you use?

119 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			<3.4											0	0
Cadmium		39	85			1.1											0	0
Copper		1500	4300			410											0	0
Lead		300	840			25											0	0
Mercury		17	57			<1.2											0	0
Molybdenum	60		75			7.7										0		0
Nickel	336		420			16										0		0
Selenium	80		100			<4.5										0		0
Zinc		2800	7500			790											0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

0 (0 Points)

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<p> <input type="radio"/> 1-2 (10 Points) <input type="radio"/> > 2 (15 Points) 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box) <input type="radio"/> Yes <input type="radio"/> No (10 points) <input checked="" type="radio"/> N/A - Did not exceed limits or no HQ limit applies (0 points) <input type="radio"/> N/A - Did not land apply biosolids until limit was met (0 points) 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0 Exceedence Points <input checked="" type="radio"/> 0 (0 Points) <input type="radio"/> 1 (10 Points) <input type="radio"/> > 1 (15 Points) 3.1.4 Were biosolids land applied which exceeded the ceiling limit? <input type="radio"/> Yes (20 Points) <input checked="" type="radio"/> No (0 Points) 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified? <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> </p>	0																				
<p>4. Pathogen Control (per outfall):</p> <p>4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td>002</td> </tr> <tr> <td>Biosolids Class:</td> <td>B</td> </tr> <tr> <td>Bacteria Type and Limit:</td> <td></td> </tr> <tr> <td>Sample Dates:</td> <td>01/01/2017 - 12/31/2017</td> </tr> <tr> <td>Density:</td> <td></td> </tr> <tr> <td>Sample Concentration Amount:</td> <td></td> </tr> <tr> <td>Requirement Met:</td> <td>Yes</td> </tr> <tr> <td>Land Applied:</td> <td>Yes</td> </tr> <tr> <td>Process:</td> <td>Anaerobic Digestion</td> </tr> <tr> <td>Process Description:</td> <td>Mixed in anaerobic digestion tank's at 95 degrees F for more than 15 days.</td> </tr> </table> <p>4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.</p> <p>4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p> <input type="radio"/> Yes (40 Points) <input checked="" type="radio"/> No If yes, what action was taken? <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> </p>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit:		Sample Dates:	01/01/2017 - 12/31/2017	Density:		Sample Concentration Amount:		Requirement Met:	Yes	Land Applied:	Yes	Process:	Anaerobic Digestion	Process Description:	Mixed in anaerobic digestion tank's at 95 degrees F for more than 15 days.	0
Outfall Number:	002																				
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Sample Dates:	01/01/2017 - 12/31/2017																				
Density:																					
Sample Concentration Amount:																					
Requirement Met:	Yes																				
Land Applied:	Yes																				
Process:	Anaerobic Digestion																				
Process Description:	Mixed in anaerobic digestion tank's at 95 degrees F for more than 15 days.																				
<p>5. Vector Attraction Reduction (per outfall):</p> <p>5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p>																					

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Outfall Number:	002	0
Method Date:	12/31/2017	
Option Used To Satisfy Requirement:	Injection when land apply	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):		
Results (if applicable):		
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 2px;">None</div>		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; padding: 2px;">We are using summer help to assist us with sewer maintenance.</div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2)<input type="radio"/> No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input type="radio"/> Paper file system<input type="radio"/> Computer system<input checked="" type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Excellent<input type="radio"/> Very good<input type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p>	

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We continue to have very little down time do to maintenance issues. We use Capital Improvement study to assist us with aging equipment and when to replace equipment before it gets problematic.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p> <p>Name: <input style="width: 300px;" type="text" value="BRIAN G ERICKSON"/></p> <p>Certification No: <input style="width: 150px;" type="text" value="28016"/></p>	0																																																																																								
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th colspan="2">WWTP</th> <th colspan="2">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr> <td>A1</td> <td>Suspended Growth Processes</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>A2</td> <td>Attached Growth Processes</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A3</td> <td>Recirculating Media Filters</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A4</td> <td>Ponds, Lagoons and Natural</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A5</td> <td>Anaerobic Treatment Of Liquid</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>B</td> <td>Solids Separation</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>C</td> <td>Biological Solids/Sludges</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>P</td> <td>Total Phosphorus</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>N</td> <td>Total Nitrogen</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>D</td> <td>Disinfection</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>L</td> <td>Laboratory</td> <td style="text-align: center;">X</td> <td></td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>U</td> <td>Unique Treatment Systems</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>SS</td> <td>Sanitary Sewage Collection</td> <td style="text-align: center;">X</td> <td style="text-align: center;">NA</td> <td style="text-align: center;">NA</td> <td style="text-align: center;">NA</td> </tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2016; subclass SS is basic level only.)</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p>	Sub Class	SubClass Description	WWTP		OIC		Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes					A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural					A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen					D	Disinfection	X			X	L	Laboratory	X			X	U	Unique Treatment Systems					SS	Sanitary Sewage Collection	X	NA	NA	NA	0
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<p>3. Succession Planning</p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <p><input checked="" type="checkbox"/> One or more additional certified operators on staff</p> <p><input type="checkbox"/> An arrangement with another certified operator</p> <p><input type="checkbox"/> An arrangement with another community with a certified operator</p> <p><input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</p> <p><input type="checkbox"/> A consultant to serve as your certified operator</p> <p><input type="checkbox"/> None of the above (20 points)</p> <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0																																																																																								
<p>4. Continuing Education Credits</p>																																																																																									

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- Averaging 6 or more CECs per year.
- Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Jamin Friedl"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="608-877-7415"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="jfriedl@stoughtonutilities.com"/></p>																
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0															
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="1,096,288.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="1,096,288.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="50,107.00"/></td> </tr> <tr> <td></td> <td style="text-align: right;">+</td> <td></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="1,096,288.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="1,096,288.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="50,107.00"/>		+		
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	+															

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,146,395.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 1,146,154.00

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phase II Ammonia Removal Project: This project might be permit driven and will include additional aeration and anaerobic tanks along with new blowers.	225,000.00	2022
2	West St sewer project.	253,000.00	2027
3	Additional sludge storage tank project.	900,000.00	2026
4	Page St sewer project: Broadway to Chicago	410,000.00	2024
5	Phosphorus Bulk Chemical Storage Tank Project.	225,000.00	2022
6	Main Building / Garage Addition and Remodel	1,640,000.0	2026
7	2019 Sewer project. Lowell St. From Monroe to Page	228,000.00	2019
8	2019 Sewer Project. Monroe from Jefferson to Lowell	248,000.00	2019
9	2020 Sewer Project. Prospect St. From Page to Grant	130,000.00	2020
10	2020 Slip Lining project. Jefferson, Monroe alley and Mandt Park Way	100,000.00	2020
11	2018 Vernon St Project: Replace sewer main and manholes from Henry to Franklin Street including dead ends on Henry, Morris and Franklin. 2 spot repairs on Franklin 1150 feet of sewer mains.	250,000.00	2018
12	2020 Main Street sewer project Phase I: From Page to Van Buren Street	450,000.00	2020
13	Eastwood Lift Station; Pumps, controls and generator	400,000.00	2019
14	RAS Pump Replacement Project	275,000.00	2024
15	UV Disinfection Upgrade Project	175,000.00	2023

5. Financial Management General Comments

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ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,990	0
February	1,892	1
March	2,070	1
April	2,550	1
May	1,871	1
June	1,995	5
July	1,570	2
August	1,527	0
September	1,600	8
October	1,553	0
November	1,953	1
December	2,257	1
Total	22,828	21
Average	1,902	2

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No

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Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None planned

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	66,225	31.57	2,098	65.16	1,016	4,616
February	65,535	29.39	2,230	68.18	961	4,506
March	56,375	31.11	1,812	66.84	843	1
April	58,784	35.67	1,648	70.53	833	5,496
May	57,317	37.31	1,536	78.12	734	0
June	64,305	36.99	1,738	84.99	757	5
July	59,935	41.87	1,431	83.98	714	2
August	62,101	37.16	1,671	77.81	798	0
September	63,004	32.06	1,965	76.50	824	7
October	62,901	35.05	1,795	82.80	760	109
November	58,244	30.69	1,898	75.00	777	183
December	56,965	30.19	1,887	66.25	860	1,021
Total	731,691	409.06		896.16		15,946
Average	60,974	34.09	1,809	74.68	823	1,595

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control

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- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

None Planned. We work with WPPI and Focus on all plant and lift station projects to make sure we get any incentives.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

- Flared Off
- Building Heat
- Process Heat
- Generate Electricity
- Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2014

By Whom:

WPPI and Focus on Energy

Describe and Comment:

Most of the WWTP operation has implemented energy efficiency standards. Newer motors, VFD's, D.O controls, Power monitors and SCADA controls.

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<input type="checkbox"/> Part of the facility Year: <input type="text"/> By Whom: <input type="text"/> Describe and Comment: <input type="text"/>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Flush 1/3 of the collection system, televising 10 percent the collection system. Replace 2,000 feet of sewer mains. Replace 10 manholes. Replace 10 laterals. Update our sewer use ordinance.

Did you accomplish them?

- Yes
- No

If No, explain:

We came up just short of our televising and flushing goals. We will be fully staffed this year and should reach all our goals for this year. I may have had our goals a little high to begin with.

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Municipal Code of Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

03/27/2018

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

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Equipment and replacement part inventories
 Up-to-date sewer system map
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="25"/>	% of system/year
Root removal	<input type="text" value="1"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="5"/>	% of system/year
Manhole inspections	<input type="text" value="5"/>	% of system/year
Lift station O&M	<input type="text" value="52"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="1"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="1"/>	% of sewer lines rehabbed

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Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="1"/>	% of private services
River or water crossings	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text" value="We updated our sewer use ordinance in 2017. We will be adding grease trap inspections to our collection system maintenance."/>		

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="42.37"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.48"/>	Annual average precipitation (for your location)
<input type="text" value="59"/>	Miles of sanitary sewer
<input type="text" value="6"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="4"/>	Number of basement backup occurrences
<input type="text" value="18"/>	Number of complaints
<input type="text" value="1.119"/>	Average daily flow in MGD (if available)
<input type="text" value="2.046"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.07"/>	Basement backups (number/sewer mile)
<input type="text" value="0.31"/>	Complaints (number/sewer mile)
<input type="text" value="1.8"/>	Peaking factor ratio (Peak Monthly: Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly: Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

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5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

I/I continues to go down each year with collection system improvements and sump pump inspections.

5.4 What is being done to address infiltration/inflow in your collection system?

Sump pump inspections, Replacing manholes, laterals and sewer mains.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0020338

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	D	1	3	3
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	119
GRADE POINT AVERAGE (GPA) = 3.72				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR
SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = D

We will continue to monitor our plant loadings. The past years we have had A's for our loadings. Because of the excessive rain fall in 2017 our flows were higher than in the past. We continue to replace our aging infrastructure and inspect sump connections. We will continue to work with our consulting engineer on plant improvements. The plant effectively meets our limits each month.

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL
GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 3.72

**RESOLUTION FROM THE UTILITIES COMMITTEE TO THE
STOUGHTON COMMON COUNCIL**

Authorizing and directing the proper City official(s) to approve the Stoughton Utilities 2017 Wastewater treatment facility and sanitary sewer collection system Compliance Maintenance Annual Report (CMAR).

Committee Action: Utilities Committee recommended Common Council approval **1**-0

Fiscal Impact: None

File Number: R-**xxx**-2018

Date Introduced: June 26, 2018

The City of Stoughton, Wisconsin, Common Council does proclaim as follows:

WHEREAS, it is in the best interests of the City of Stoughton for Stoughton Utilities to operate a wastewater treatment facility and sanitary sewer collection system to serve customers within the City of Stoughton, and

WHEREAS, Stoughton Utilities has prepared a 2017 CMAR in conformance with Chapter NR 208 of the Wisconsin Administrative Code, and

WHEREAS, Annual submittal of an electronic CMAR form (eCMAR) is required to be completed annually no later than June 30, and

WHEREAS, on June 7, 2018 the Stoughton Utilities Committee approved and recommended the approval of the proposed Stoughton Utilities 2017 Wastewater treatment facility and sanitary sewer collection system Compliance Maintenance Annual Report (CMAR) to the Common Council, now therefore

BE IT RESOLVED by the City of Stoughton Common Council that the proper city official(s) approve and adopt the Stoughton Utilities 2017 Wastewater treatment facility and sanitary sewer collection system Compliance Maintenance Annual Report (CMAR).

Council Action: **Adopted** **Failed** **Vote:** _____

Mayoral Action: **Accept** **Veto**

Mayor Tim Swadley

Date

Council Action: _____ **Override** **Vote:** _____



600 South Fourth Street P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018

To: Stoughton Utilities Committee

From: Robert P. Kardasz, P.E.
Stoughton Utilities Director

Subject: Utilities Committee Future Agenda Item(s)

This item appears on all agendas of Committees of the City of Stoughton.



600 South Fourth Street P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: June 12, 2018

To: Stoughton Utilities Committee

From: Robert P. Kardasz, P.E.
Stoughton Utilities Director

Subject: Tour of the Stoughton Utilities Administration Building

A tour of the Stoughton Utilities Administration Building is scheduled to take place immediately following the June 18, 2018 meeting of the Stoughton Utilities Committee. Members of the Stoughton Utilities Committee are invited to attend.