



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Requested Actions At The June 15, 2010 Regular Stoughton Utilities Committee Meeting.

AGENDA:

- Stoughton Utilities Payments Due List. **(Review, approve, and recommend the approval of the Stoughton Utilities Payments Due List to the Stoughton Common Council on June 22, 2010.)**
- Stoughton Utilities Committee Consent Agenda.
 - a) Draft Minutes of the May 17, 2010 Regular Stoughton Utilities Committee Meeting. **(Approve the Draft Minutes of the May 17, 2010 Regular Stoughton Utilities Committee Meeting via the consent agenda approval.)**
 - b) Stoughton Utilities April 2010 Financial Summary. **(Discuss and accept the Stoughton Utilities April 2010 Financial Summary via the consent agenda approval.)**
 - c) Stoughton Utilities April 2010 Statistical Information. **(Discuss and accept the April 2010 Stoughton Utilities Statistical Information via the consent agenda approval.)**
 - d) Stoughton Utilities Communications. **(Discuss and accept the Stoughton Utilities Communications via the consent agenda approval.)**
 - e) Stoughton Utilities Committee Annual Calendar. **(Discuss and accept the Stoughton Utilities Committee Annual Calendar via the consent agenda approval.)**
 - f) Stoughton Utilities April 2010 Activities Report. **(Discuss and accept the Stoughton Utilities May 2010 Stoughton Utilities Activities Report via the consent agenda approval.)**



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com



- g) Status of the Stoughton Utilities Committee May 17, 2010 recommendation to the Stoughton Common Council. **(Discuss and accept the status of the May 17, 2010 recommendation to the Stoughton Common Council via the consent agenda approval.)**

Stoughton Utilities Management Team Verbal Reports. **(Discuss the Stoughton Utilities Management Team verbal reports.)**

BUSINESS:

1. Stoughton Utilities Electric Easement At 2025 Hoel Circle. **(Review, discuss and reaffirm the prohibition of constructing within an electric easement.)**
 2. Stoughton Utilities Wastewater Treatment Facility And Sanitary Sewer Collection System 2009 Compliance Maintenance Annual Report (CMAR). **(Review, discuss, approve and recommend the approval of the Stoughton Utilities Wastewater Treatment Facility and Sanitary Sewer Collection System CMAR and the adoption of the attached resolution to the Stoughton Common Council on June 22, 2010.)**
 3. Stoughton Utilities Bad Debt Account Write-Off's Through May 31, 2010. **(Review, discuss, approve, and recommend the approval of the Stoughton Utilities Bad Debt Write-Off's through May 31, 2010 to the Stoughton Common Council on June 22, 2010.)**
 4. Stoughton Utilities Electric To Water Inter-Fund Loan. **(Review, discuss and approve and Stoughton Utilities Electric to Water Inter-Fund Loan.)**
 5. Stoughton Utilities RoundUp Program. **(Review, discuss, and select the recipient(s) of the Stoughton Utilities RoundUp Program.)**
 6. Stoughton Utilities 2010 Budget Discussion. **(Discuss the Stoughton Utilities 2010 Budget.)**
 7. Stoughton Utilities Committee Governance. **(Discuss the Stoughton Utilities Committee Governance.)**
 8. Stoughton Utilities Committee Future Meeting Agenda Item(s). **(Review and discuss future Stoughton Utilities Committee agenda items.)**
- cc: Sean O Grady
Stoughton Utilities Operations Superintendent

Stoughton Utilities
Check Register Summary - Standard

Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
Company: 7430					
000327	HC	5/19/2010	0.00	805 WI SOUTHERN RAILROAD CO	WI South RR-void ck 018090/WI SOUTHERN RAILROAD CO
000328	HC	5/31/2010	6,701.67	020 Wells Fargo Client Ana-ach	Client Ana-May Ach/Client Ana-May Ach/Client Ana-May Ach
000329	HC	5/31/2010	726.39	001 Delta Dental - Ach	Delta Dental - May Ach/Delta Dental - May Ach/Delta Dental - May Ach
000330	HC	5/31/2010	619.41	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
000331	HC	5/31/2010	64.60	011 Deposit Slip Reorder- ACH	Dep Slip Reorder- May Ach
000332	HC	5/31/2010	1,115.48	002 Employee Benefits Corp - Ach	Emp Benefits Corp - May Ach/Emp Benefits Corp - May Ach/Emp Benefits Corp - May Ach/Emp Benefits Corp - May Ach
000333	HC	5/31/2010	26,824.62	025 Payroll Federal Taxes- Ach	Pay Federal Taxes- May Ach/Pay Federal Taxes- May Ach/Pay Federal Taxes- May Ach/Pay Federal Taxes- May Ach
000334	HC	5/31/2010	40,348.91	010 WI DEPT OF REVENUE TAXPAYMENT	WI DEPT REV-May Ach
000335	HC	5/31/2010	23.28	004 Us Cellular - Ach	Us Cellular - May Ach
000336	HC	5/31/2010	15,359.38	010 WI DEPT OF REVENUE TAXPAYMENT	WI Dept of Rev-May Ach/WI Dept of Rev-May Ach
000337	HC	5/31/2010	9,011.00	008 Payroll State Taxes - Ach	Pay State Taxes - May Ach
019483	CK	5/6/2010	238.00	337 TODD ARVOLD	T Arvold-Customer refund
019484	CK	5/6/2010	423.19	352 BONITA PAPROCKI	B Paprocki-customer refund
019485	CK	5/7/2010	9,000.00	320 POSTMASTER OF STOUGHTON	Postmaster-Bulk Postage/Postmaster-Bulk Postage/Postmaster-Bulk Postage
019486	CK	5/12/2010	103.74	101 PROFESSIONAL PLACEMENT	Prof Placement-Collection fees

Stoughton Utilities
Check Register Summary - Standard

Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
019487	CK	5/12/2010	13,084.18	131 CITY OF STOUGHTON	City Stoton-May Rent/City Stoton-Restat inv #105467/City Stoton-May Rent/City Stoton-May Rent/City Stoton-Restat inv #105879/City Stoton-Life Ins/City Stoton-Life Ins/City Stoton-Income Cont/City Stoton-May Rent/City Stoton-Life Insurance/More...
019488	CK	5/12/2010	138.46	133 WISCONSIN SCTF	WI SCTF-May A support
019489	CK	5/12/2010	551.64	134 CRESCENT ELEC. SUPPLY CO.	Crescent Elec-Metering equip
019490	CK	5/12/2010	504.98	166 INKWORKS, INC.	Inkworks-Envelopes/flyers/Inkworks-Envelopes/flyers s/Inkworks-Envelopes/flyers
019491	CK	5/12/2010	307.37	183 MIDWEST SAFETY SUPPLY LLC	Midwest Safety-Workers gloves
019492	CK	5/12/2010	78,174.12	202 SMITHBACK EXCAVATING, INC.	Smithback exc-Pay req 1
019493	CK	5/12/2010	4,228.00	207 L.W. ALLEN, INC.	LW Allen-DNR replacements
019494	CK	5/12/2010	5,942.18	280 LIVINGSTON MICROGRAPHICS, INC	Livingston-Uv lamps for disin.
019495	CK	5/12/2010	2,388.60	290 MID-WEST TREE & EXCAVATION, IN	Midwest Tree-Trenching/Midwest Tree-Trenching/Midwest Tree-Trenching/Midwest Tree-Trenching
019496	CK	5/12/2010	268.56	312 STATE DISBURSEMENT UNIT	State Disb-May a support
019497	CK	5/12/2010	187,906.87	326 C B & I INC.	C B & I-Pay req 5
019498	CK	5/12/2010	1,050.00	327 BORDER STATES ELECTRIC SUPPLY	Border States-Meter supply
019499	CK	5/12/2010	281.72	345 COUNTRY WIDE	Country wide-customer refund
019500	CK	5/12/2010	65.50	348 BEST ASSETS	Best Assets-customer refund/Best Assets-customer refund
019501	CK	5/12/2010	14.86	364 MARGIE MAY	M May-customer refund
019502	CK	5/12/2010	26.00	366 CITY OF MADISON TREASURER	City of Mad-Septic tests
019503	CK	5/12/2010	70.00	369 TRAVIS HINTZ	T Hintz-Pub Ben #15
019504	CK	5/12/2010	50.00	374 JOHN KOCH	J Koch-Pub Ben #15

Stoughton Utilities
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Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
019505	CK	5/12/2010	8.23	375 TRACI L ROSE LLC	T Rose-Customer Refund
019506	CK	5/12/2010	653.48	376 JAMES DALSOREN	J Dalsoren-customer refund
019507	CK	5/12/2010	9.18	378 GREATER INSURANCE	Greater Ins-customer refund
019508	CK	5/12/2010	12.09	380 WILLIAM CARPENTER	W Carpenter-customer refund
019509	CK	5/12/2010	311.83	382 TOM BUDDEN	T Budden-Customer refund/T Budden-Customer refund
019510	CK	5/12/2010	129.25	383 DANIEL GILLETTE	D Gillette-customer refund
019511	CK	5/12/2010	106.90	385 GINA MC GRANE	G Mcgrane-customer refund
019512	CK	5/12/2010	52.00	388 RICHARD DE ANGELO	R Deangelo-customer refund
019513	CK	5/12/2010	19.20	389 BAC FIELDS SERVICES CORP	Bac Fields-Customer refund/Bac Fields-Customer refund
019514	CK	5/12/2010	36.00	390 BADGER WATER LLC	Badger Water-Lab Water
019515	CK	5/12/2010	833.01	391 MIKE RUTLIN	M Rutlin-customer refund
019516	CK	5/12/2010	650.44	392 TOM CHOSE	T Chose-customer refund
019517	CK	5/12/2010	11.92	394 TODD GRAMS	T Grams-customer refund
019518	CK	5/12/2010	102.27	395 LISA VERNON	L Vernon-customer refund
019519	CK	5/12/2010	9.78	396 DAVID GOPLIN	D Goplin-customer refund
019520	CK	5/12/2010	64.30	436 STOUGHTON LUMBER CO. INC	Stoton Lumber-Misc Hardware/Stoton Lumber-Misc Hardware
019521	CK	5/12/2010	9,959.00	444 TREATED MATERIALS COMPANY, INC	Treated Material-CCA treated
019522	CK	5/12/2010	1,500.00	463 GREAT-WEST	Great-West-May A def comp
019523	CK	5/12/2010	345.14	521 WESCO RECEIVABLES CORP	Wesco-Inventory items
019524	CK	5/12/2010	481.48	568 POMP'S TIRE SERVICE, INC.	Pomps Tire-Tire replacement #6

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Period: - As of: 6/1/2010

Check Nbr	Type	Date	Vendor ID / Name	Description	Amount Paid
019525	CK	5/12/2010	591 AUXIANT	Auxiant-Medical Claims/Auxiant-Medical Claims/Auxiant-Medical Claims	327.75
019526	CK	5/12/2010	731 NORTH SHORE BANK FSB	N Shore Bank-May A Def comp	600.00
019527	CK	5/12/2010	862 SIEMENS WATER TECHNOLOGIES	Siemens-stat control	400.00
019528	CK	5/17/2010	100 MILLFAB	Millfab-Pub Benefits	878.00
019529	CK	5/18/2010	115 ESTATE OF AGNES DOUGHERTY	A Dougherty-Customer refund	170.39
019530	CK	5/18/2010	134 CRESCENT ELEC. SUPPLY CO.	Crescent-InVENTORY/Crescent-inventory	1,019.85
019531	CK	5/18/2010	146 STOUGHTON ELECTRIC UTIL.	Stoton Elec-Petty Cash/Stoton Elec-Petty Cash	96.06
019532	CK	5/18/2010	157 FORSTER ELEC. ENG., INC.	Forster-Scada regulator/Forster-S Sub repairs	1,261.25
019533	CK	5/18/2010	166 INKWORKS, INC.	Inkworks-disc Notices/Inkworks-disc Notices/Inkworks-disc Notices	468.50
019534	CK	5/18/2010	240 D&M SERVICE CENTER	D&M Svc Ctr-Propane	32.00
019535	CK	5/18/2010	309 HAWKINS, INC.	Hawkins-Chlorine & fluoride	1,244.05
019536	CK	5/18/2010	324 ELEC. TESTING LAB, LLC.	Elec Test-Sleeve & Blank tests	387.52
019537	CK	5/18/2010	327 BORDER STATES ELECTRIC SUPPLY	Border States-N Sub insulators	330.00
019538	CK	5/18/2010	405 ROSENBAUM CRUSHING & EXCAV.	Rosenbaum-Dump fee	394.54
019539	CK	5/18/2010	451 FRONTIER FS COOPERATIVE	Frontier-Fuel/Frontier-Fuel/Frontier-Fuel	570.76
019540	CK	5/18/2010	511 MELLI LAW, S.C.	Melli-Attorney fees	231.00
019541	CK	5/18/2010	584 VINING SPARKS IBG	Vining Sparks-Safekeeping	45.00
019542	CK	5/18/2010	591 AUXIANT	Auxiant-Medical Claims/Auxiant-Medical Claims	1,858.66
019543	CK	5/18/2010	644 PAYMENT REMITTANCE CENTER	Pymt Rem Ctr-supt classes/Pymt Rem Ctr-supt classes	87.46
019544	CK	5/18/2010	644 PAYMENT REMITTANCE CENTER	Pymt Rem Ctr-WW Training	30.97

Date: Tuesday, June 01, 2010
 Time: 03:14PM
 User: SGUNSOLUS

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 Report: 03699W.rpt
 Company: 7430

Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
019545	CK	5/18/2010	5,781.56	644 PAYMENT REMITTANCE CENTER	Pymt Rem Ctr-Office supplies/Pymt Rem Ctr-Office supplies/Pymt Rem Ctr-Office supplies/Pymt Rem Ctr-Office Ctr-Admin/Pymt Rem Ctr-Rec & collecting/Pymt Rem Ctr-Rec & collecting/Pymt Rem Ctr-Computer Equip/Pymt Rem Ctr-Computer Equip+
019546	CK	5/18/2010	3,612.80	691 ASPLUNDH TREE EXPERTS CO.	Asplundh-Tree Trimming
019547	CK	5/18/2010	4,380.00	727 GLS UTILITY LLC	GLS Utility-April Locates/GLS Utility-April Locates/GLS Utility-April Locates
019548	CK	5/18/2010	483.30	809 CINTAS CORPORATION #446	Cintas-Clothing 10/Cintas-Clothing 10/Cintas-Clothing 10
019549	CK	5/18/2010	607.51	834 ITT WATER & WASETWER USA	ITT Wa-UV Glass Tubes
019550	CK	5/18/2010	882.00	889 PITNEY BOWES	Pitney bowes-Postage Maint/Pitney bowes-Postage maint/Pitney bowes-postage maint/Pitney bowes-postage maint/Pitney bowes-Postage maint/Pitney bowes-Postage maint/Pitney bowes-Postage maint
019551	CK	5/18/2010	170.05	208 ANN MARSHALL	A Marshall-Customer Refund
019552	CK	5/18/2010	537.85	482 AT & T	AT & T-Office Pri circuit/AT & T-Office Pri circuit/AT & T-Office Pri circuit
019553	CK	5/19/2010	4,233.25	166 INKWORKS, INC.	Inkworks-Pub Ben #1/Inkworks-Billing materials/Inkworks-Billing materials/Inkworks-Billing materials
019554	CK	5/19/2010	393.00	306 FILTER BELTS	Filter Belts-GBT Belt
019555	CK	5/19/2010	468.97	468 MOYER'S INC.	Moyers-Shrubs contribution/Moyers-Midget arb
019556	CK	5/19/2010	35.00	556 DENNIS JOTHEN	D Jothen-Pub Ben #15
019557	CK	5/19/2010	35.00	557 KAREN HARDWICK	K Hardwick-Pub Ben #15
019558	CK	5/19/2010	516.62	644 PAYMENT REMITTANCE CENTER	Pymt Rem Ctr-Shipping/Supply/Pymt Rem Ctr-Meal reimb/Pymt Rem Ctr-Lineman school

Date: Tuesday, June 01, 2010
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 User: SGUNSOLUS

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Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
019559	CK	5/19/2010	183.52	108 ASLESON'S TRUE VALUE	Aslesons-Misc supply/Aslesons-Misc Supply/Aslesons-Misc supply/Aslesons-Misc supply/Aslesons-Misc supply
019560	CK	5/19/2010	58.81	108 ASLESON'S TRUE VALUE	Aslesons-misc supply/Aslesons-misc supply/Aslesons-Misc supply/Aslesons-Misc supply
019561	CK	5/25/2010	172.02	148 FASTENAL CO.	Fastenal- Supplies minus credit/Fastenal-Blade Sharpening
019562	CK	5/25/2010	6,064.60	157 FORSTER ELEC. ENG., INC.	Forster-General Eng/Forster-General Eng/Forster-General eng/Forster-Sub Station maint
019563	CK	5/25/2010	400.00	221 MEUW QUALIFIED POLE	MEUW -Pole School
019564	CK	5/25/2010	1,118.75	290 MID-WEST TREE & EXCAVATION, IN	Mid-west-Tree trimming/Mid-west-Tree trimming
019565	CK	5/25/2010	7,557.00	318 PITNEY-BOWES	Pitney bowes-Postage/Pitney bowes-Postage/Pitney bowes-Postage
019566	CK	5/25/2010	250.00	322 SUN DANCE CLEANING SVCS LLC	Sun Dance-Cleaning Services/Sun Dance-Cleaning Services/Sun Dance-Cleaning Services
019567	CK	5/25/2010	100.00	398 SUSAN SCHUSTER & LORRAINE	S Schuster-Public Benefits
019568	CK	5/25/2010	3,070.00	514 D W NELSON INCORPORATED	D W Nelson-concrete replace/D W Nelson-concrete replace
019569	CK	5/25/2010	2,000.00	591 AUXILIANT	Auxiant-Medical Claims/Auxiant-Medical Claims
019570	CK	5/25/2010	2,775.00	691 ASPLUNDH TREE EXPERTS CO	Asplundh-weed control/Asplundh Tree Trimming/Asplundh-Tree trimming
019571	CK	5/25/2010	4,450.00	651 CRANE ENGINEERING SALES INC	Crane-DNR replacement
019572	CK	5/25/2010	1,000.00	696 ALLIANT ENERGY	Alliant Energy-444 Twr
019573	CK	5/25/2010	10,000.00	92 DEPT OF NATURAL RESOURCES	Depr of Nat WW Certification
019574	CK	5/25/2010	31,000.00	972 HONEY WAGON SERVICES, INC	Honey Wagon Services
019575	CK	5/25/2010	1,000.00	981 MEUW	MEUW-Mgmt/MEUW-Maint

Stoughton Utilities
Check Register Summary - Standard

Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
019576	CK	5/26/2010	1,000.00	131 CITY OF STOUGHTON	City Stoton-Econ Development
019577	CK	5/26/2010	138.46	133 WISCONSIN SCTF	WI SCTF-May B Support
019578	CK	5/26/2010	12,818.00	191 WI. RETIREMENT SYSTEM	WI. Ret sys-May Retirement/WI. Ret sys-May Retirement/WI. Ret sys-May Retirement
019579	CK	5/26/2010	60.00	293 UNITED WAY OF DANE COUNTY	United Way-Contribution
019580	CK	5/26/2010	268.56	312 STATE DISBURSEMENT UNIT	St Disb-May B Support
019581	CK	5/26/2010	1,500.00	463 GREAT-WEST	Great-West-May B Def Comp
019582	CK	5/26/2010	385.82	549 IBEW LOCAL 965	IBEW-May Dues
019583	CK	5/26/2010	150.00	731 NORTH SHORE BANK FSB	N Shore Bank-May B Def Comp
019584	CK	5/26/2010	372.50	752 WISCONSIN PROFESSIONAL	Wi Prof-May Dues
019585	CK	5/27/2010	2,591.15	532 DAN KLINGBIEL	D Klingbiel-Const Refund
019586	CK	5/27/2010	2,957.46	533 LAMACCIA GROUP	Lamaccia-Construction Refund
019587	CK	5/27/2010	799.44	539 ANDREW TOSO	A Toso-Construction Refund
019588	CK	5/28/2010	68.00	302 PROMOTIONS BY YOLANDA	Pro Yolanda-10 clothing
100335	CK	5/5/2010	2,226.53	009 WPPI	WPPI-Ig power billing/WPPI-Supt conference/WPPI-Pub Ben #20
100336	CK	5/5/2010	17.00	600 DEAN HEALTH SYSTEMS	Dean-Drug Testing
100337	VC	5/17/2010	0.00	834 ITT WATER & WASETWATER USA	ITT Wa-UV glass tubes/ITT Wa-UV glass tubes
100338	VC	5/17/2010	0.00	856 GORDON FLESCH COMPANY, INC.	Gordon Flesch-Copy Mach maint/Gordon Flesch-Copy Mach maint/Gordon Flesch-Copy Mach maint/Gordon Flesch-Copy Mach maint/Gordon Flesch-Copy Mach maint
100339	ZC	5/17/2010	0.00	834 ITT WATER & WASETWATER USA	ITT Wa-UV glass tubes/ITT - to void eft 100337

Stoughton Utilities
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Period: - As of: 6/1/2010

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
100340	ZC	5/17/2010	0.00	856 GORDON FLESCH COMPANY, INC.	Gordon-void eft. 100338/Gordon Flesch-Copy Mach maint/Gordon Flesch-Copy Mach
100341	CK	5/18/2010	42.00	310 HANSON PEST MANAGEMENT	maint/Gordon-void eft 100338/Gordon-void eft 100338/Gordon Flesch-Copy Mach maint
100342	CK	5/18/2010	127.92	795 EMS INDUSTRIAL, INC.	Hanson Pest-Pest maint
100343	CK	5/18/2010	148.70	698 NORTH WOODS SUPERIOR CHEMICAL	EMS - DNR replacement
100344	CK	5/18/2010	312.93	830 NORTH CENTRAL LABORATORIES	N Woods Sup-Hand Cleaner
100345	CK	5/18/2010	24.98	856 GORDON FLESCH COMPANY, INC.	N Central Lab-Lab supplies
100346	CK	5/18/2010	871.00	911 FAITH TECHNOLOGIES, INC.	Gordon Flesch-Copy mach maint/Gordon Flesch-Copy mach maint
100347	CK	5/19/2010	819,889.12	009 WPPI	Faith-Cad system/Faith-Cad system
100348	CK	5/19/2010	360.00	911 FAITH TECHNOLOGIES, INC.	WPPI-Ig pwr billing/WPPI-Ig pwr billing/WPPI-Ig pwr billing
100349	CK	5/26/2010	656.74	199 SHANNON GUNSOLUS	Faith Tech-ESP
				Company Total	S Gunsolus-Acct Class
				1,336,188.05	

DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, May 17, 2010 – 5:00 p.m.

Edmund T. Malinowski Room

Stoughton Utilities Administration Office

600 S. Fourth St.

Stoughton, Wisconsin

Members Present: Alderperson Carl Chenoweth, Citizen Member David Erdman, Citizen Member Jonathan Hajny, Alderperson Eric Hohol, Mayor Donna Olson, and Alderperson Steve Tone.

Excused: Citizen Member Norval Morgan.

Absent: None.

Others Present: Citizen Member Nominee Angie Halverson, and Stoughton Utilities Director Robert Kardasz, P.E.

Call To Order: The regular Stoughton Utilities Committee meeting was called to order at 5:00 p. m.

Stoughton Utilities Payments Due List: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Payments Due List. Discussion followed. Motion by Alderperson Carl Chenoweth, seconded by Citizen Member Jonathan Hajny, to approve the Stoughton Utilities Payments Due List as presented and recommend its approval to the Stoughton Common Council on May 25, 2010. The motion carried unanimously.

Stoughton Utilities Committee Consent Agenda: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Committee Meeting Consent Agenda Items. Discussion Followed. Citizen Member David Erdman commended Stoughton Utilities staff for receiving a \$200,000 grant from the Wisconsin Office of Energy Independence and Wisconsin Clean Cities-Southeast Area, Inc. Clean Transportation Program for two plug-in hybrid electric utility line trucks. Motion by Alderperson Carl Chenoweth, seconded by Citizen Member David Erdman, to approve the following consent agenda items as presented: Draft Minutes of the April 19, 2010 Regular Meeting of the Stoughton Utilities Committee, Stoughton Utilities March 2010 Financial Summary, Stoughton Utilities March 2010 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, Stoughton Utilities April 2010 Activities Report, and the Status of the March 15, 2010 recommendations to the Stoughton Common Council. The motion carried unanimously.

Stoughton Utilities Management Team Verbal Report:

- Stoughton Utilities Director Robert Kardasz explained that staff was actively involved with efforts associated with new construction, maintenance, and customer service.

DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, May 17, 2010 – 5:00 p.m.

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Stoughton, WI

Stoughton Utilities Committee Election Of The Committee Chair And Vice-Chair:

Stoughton Utilities Director Robert Kardasz presented and discussed the election of the Stoughton Utilities Committee Chair and Vice-Chair. Motion by Citizen Member Jonathan Hajny, seconded by Citizen Member David Erdman, to nominate Mayor Donna Olson as the Stoughton Utilities Committee Chair. Being no other nominations, the motion carried unanimously

Motion by Alderperson Eric Hohol, seconded by Citizen Member David Erdman, to nominate Alderperson Carl Chenoweth as the Stoughton Utilities Committee Vice-Chair. The motion carried unanimously.

Proposed Market Compensation Adjustment For The Stoughton Utilities Office And Information Systems Supervisor Position:

Stoughton Utilities Director Robert Kardasz presented and discussed the proposed market adjustment to the Stoughton Utilities Office and Information Systems Supervisor position that had been requested to be placed on the agenda by Citizen Member David Erdman. Discussion followed. Motion by Citizen Member David Erdman, seconded by Citizen Member Jonathan Hajny, to recommend the proposed market compensation adjustment at the Three-Year Step of \$27.65 per hour for the Stoughton Utilities Office and Information Systems Supervisor to the Stoughton Personnel Committee and the Stoughton Common Council. The motion carried four to two with Alderperson Carl Chenoweth and Alderperson Steve Tone voting no.

Proposed Reconfiguration Of The Stoughton Utilities Meter Service And Testing Position Description To The Engineering Technician II Position Description And Corresponding Wage Scale:

Stoughton Utilities Director Robert Kardasz presented and discussed the proposed reconfiguration of the Stoughton Utilities Meter Service and Testing Position Description to the Stoughton Utilities Engineering Technician II Position and Corresponding Wage Scale. Discussion followed. Motion by Citizen Member David Erdman, seconded by Alderperson Steve Tone, to recommend the reconfiguration of the Stoughton Utilities Meter Service and Testing Position Description to the Engineering Technician II Position Description and corresponding wage scale to the Stoughton Personnel Committee and the Stoughton Common Council. Carried unanimously.

Stoughton Utilities Phosphorus Rules Status Report No. 1:

Stoughton Utilities Director Robert Kardasz presented and discussed the phosphorus rules. Discussion followed. Motion by Alderperson Carl Chenoweth, seconded by Alderperson Eric Hohol, to approve and recommend the adoption of the resolution regarding proposed DNR rules on phosphorus to the Stoughton Common Council on April 25, 2009, and to forward copies of the resolution to Senator Mark Miller, Representative Gary Hebl, and the Wisconsin Department of Natural Resources. The motion carried unanimously.

DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, May 15, 2010 – 5:00 p.m.

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Stoughton, WI

Stoughton Utilities Studies: Stoughton Utilities Director Robert Kardasz explained and discussed the Stoughton Utilities Studies. Discussion followed.

Stoughton Utilities Committee Future Agenda Items:

- Stoughton Utilities 2011 Budget on June 14, 2010.
- Stoughton Utilities Governance on June 14, 2010.
- Stoughton Utilities Customer Collections Status Report on September 20, 2010.
- Stoughton Utilities Investment Policy.

Adjournment: Motion by Citizen Member Jonathan Hajny, seconded by Citizen Member David Erdman, to adjourn the Regular Stoughton Utilities Committee Meeting at 6:00 p.m. The motion carried unanimously.

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

Stoughton Utilities

Financial Summary

April 2010 - 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.

Staff has evaluated options for funding the water utility CIP through 2012. We recommend the Committee approve an Electric to Water Utility interfund loan to be paid back over seven years.

Electric and water rate of return calculations continue to rise as expected for the month of April. Phase II of the water rate increase is planned for September 1, 2010. WPPI Energy is assisting staff with a review of electric utility revenue requirements and cost of service by customer class.

Wastewater rates continue to be appropriate for current operations. No changes are expected for 2010.

Submitted by:
Kim M. Jennings, CPA

Stoughton Utilities

Income Statement

April 2010 - YTD

	Electric	Water	Wastewater	Total
Operating Revenue:				
Sales	\$ 3,260,713	\$ 359,156	\$ 499,035	\$ 4,118,904
Unbilled Revenue	1,049,418	118,673	\$ 159,992	1,328,083
Other	50,580	16,581	21,425	88,587
Total Operating Revenue:	\$ 4,360,711	\$ 494,411	\$ 680,452	\$ 5,535,573
Operating Expense:				
Purchased Power	\$ 3,344,798	\$ -	\$ -	\$ 3,344,798
Expenses	424,799	210,346	265,919	901,063
Taxes	112,534	85,719	8,521	206,774
Depreciation	270,000	116,668	218,332	605,000
Total Operating Expense:	\$ 4,152,131	\$ 412,733	\$ 492,772	\$ 5,057,635
Operating Income	\$ 208,580	\$ 81,678	\$ 187,680	\$ 477,938
Non-Operating Income	34,586	13,016	26,725	74,327
Non-Operating Expense	(101,073)	(40,102)	(47,504)	(188,679)
Net Income	\$ 142,093	\$ 54,592	\$ 166,901	\$ 363,586

Stoughton Utilities

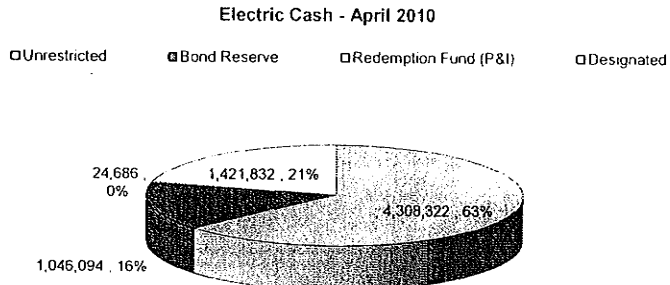
Rate of Return

April 2010 - YTD

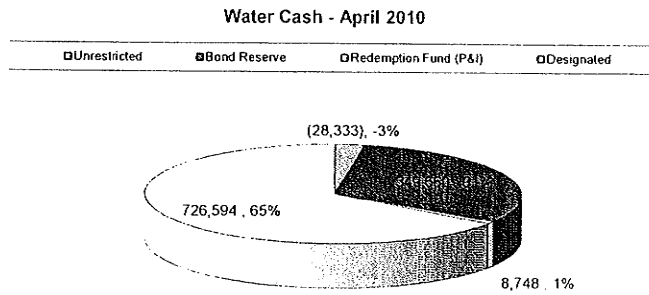
	Electric	Water
Operating Income (Regulatory)	\$ 208,580	\$ 81,678
Average Utility Plant in Service	20,602,388	9,259,261
Average Accumulated Depreciation	(7,939,352)	(3,199,986)
Average Materials and Supplies	142,462	33,046
Average Regulatory Liability	(321,324)	(496,310)
Average Net Rate Base	\$ 12,484,175	\$ 5,596,011
Actual Rate of Return	1.67%	1.46%
Authorized Rate of Return	6.50%	6.50%

Stoughton Utilities
Cash & Investments

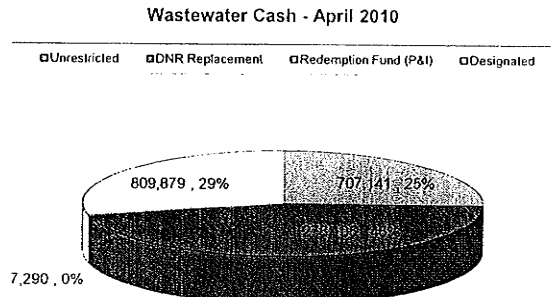
Electric	Apr-10
Unrestricted	4,308,322
Bond Reserve	1,046,094
Redemption Fund (P&I)	24,686
Designated	1,421,832
Total	6,800,934



Water	Apr-10
Unrestricted	(28,333)
Bond Reserve	349,660
Redemption Fund (P&I)	8,748
Designated	726,594
Total	1,056,670



Wastewater	Apr-10
Unrestricted	707,141
DNR Replacement	1,278,105
Redemption Fund (P&I)	7,290
Designated	809,879
Total	2,802,416



Stoughton Utilities

Balance Sheet

April 2010 - YTD

Assets	Electric	Water	WW	Total
Cash & Investments	\$ 6,800,934	\$ 1,056,670	\$ 2,802,416	\$ 10,660,020
Customer A/R	1,263,903	152,277	153,415	1,569,595
Other A/R	12,652	4,454	74,462	91,568
Other Current Assets	384,079	178,958	5,077	568,115
Plant in Service	21,424,362	9,613,452	21,643,368	52,681,182
Accumulated Depreciation	(8,488,289)	(3,069,475)	(6,823,564)	(18,381,329)
Plant in Service - CIAC	2,298,999	5,406,105	-	7,705,104
Accumulated Depreciation-CIAC	(521,624)	(1,267,111)	-	(1,788,736)
Construction Work in Progress	221,990	1,013,450	11,352	1,246,792
Total Assets	\$ 23,397,007	\$ 13,088,779	\$ 17,868,981	\$ 54,354,766
Liabilities + Net Assets				
A/P	\$ 1,083,431	\$ 1,341	\$ 40	\$ 1,084,812
Taxes Accrued	93,332	79,332	(1,959)	170,706
Interest Accrued	26,392	2,252	(4,028)	24,615
Other Current Liabilities	178,753	125,236	102,924	406,914
Long-Term Debt	6,788,539	2,576,676	4,795,454	14,160,669
Net Assets	15,226,559	10,303,942	12,977,981	38,508,482
Total Liabilities + Net Assets	\$ 23,397,007	\$ 13,088,779	\$ 17,868,981	\$ 54,354,766

STOUGHTON UTILITIES
2010 Statistical Worksheet

Electric	Total Sales 2009 Kwh	Total Kwh Purchased 2009	Total Sales 2010 Kwh	Total Kwh Purchased 2010	Demand Peak 2009	Demand Peak 2010
January	12,528,674	12,758,970	11,313,409	12,490,465	23,808	22,951
February	10,571,338	10,791,222	10,605,387	10,853,221	22,476	21,538
March	10,411,495	10,924,959	11,051,543	10,924,733	20,628	19,872
April	9,495,456	9,712,939	9,537,605	9,718,010	18,831	18,418
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	43,006,963	44,188,090	42,507,944	43,986,429		

Water	Total Sales 2009 Gallons	Total Gallons Pumped 2009	Total Sales 2010 Gallons	Total Gallons Pumped 2010	Max Daily High 2009	Max Daily Highs 2010
January	35,308,000	38,020,000	33,859,000	39,294,000	1,412,000	1,577,000
February	32,547,000	35,089,000	33,256,000	35,907,000	1,514,000	1,405,000
March	35,418,000	38,686,000	39,191,000	41,037,000	1,448,000	1,572,000
April	35,288,000	36,844,000	34,331,000	37,386,000	1,401,000	1,502,000
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	138,561,000	148,639,000	140,637,000	153,624,000		

Wastewater	Total Sales 2009 Gallons	Total Treated Gallons 2009	Total Sales 2010 Gallons	Total Treated Gallons 2010	Precipitation 2009	Precipitation 2010
January	31,580,000	40,200,000	26,338,000	39,334,000	0.87	0.84
February	26,896,000	38,307,000	25,768,000	33,586,000	1.77	0.74
March	28,348,000	53,160,000	29,115,000	41,700,000	6.91	1.39
April	29,403,000	49,536,000	25,835,000	41,032,000	4.93	5.26
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	116,227,000	181,203,000	107,056,000	155,652,000	14.48	8.23



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Communications.

- WPPI Energy Fiscal Year 2010 First Quarter Highlights.
- May 24, 2010 news release regarding Stoughton Utilities funding of Millfab's energy efficiency program.
- May 27, 2010 news release regarding a Stoughton Utilities and WPPI Energy donation of \$1,000 to the City of Stoughton for economic development.
- May 31, 2010 news article in the American Public Power Association (APPA) newsletter "Public Power Weekly" regarding the GreenMax home located on the Stoughton Utilities electric distribution system.
- June 2010 edition of the Customers First Coalition newsletter "The Wire."

Encl.

cc: Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com





Energy sales to members were 1,258,972 megawatt-hours (MWh) in the first quarter of 2010. This is 8,199 MWh or 0.6% less than the same period a year ago. Included in the energy sales to members in the first quarter of 2010 are sales to a new member totaling 3,459 MWh.

Total operating revenues for the first quarter of 2010 were \$100,457,173 which was 6.3% more than the same period a year ago. Total operating expenses for the first quarter of 2010 were \$96,702,624 or 3.7% more than the same period a year ago. The increase in operating expenses was primarily a result of higher purchased power and fuel expenses.

In the first quarter of 2010, WPPI Energy's 20% share of Boswell 4 generated a total of 203,941 MWh at an average capacity factor of 88%. Unit 4 was offline for four days in February to repair several tube leaks.

This compares to generation of 192,367 MWh and an average capacity factor of 83% in the first quarter of 2009.

On Feb. 2, 2010 Unit 1 of the Elm Road Generating Station (ERGS), the newest coal-fired power plant in Wisconsin, began commercial operation. WPPI Energy is an owner in the ERGS, along with We Energies and Madison Gas & Electric Company. WPPI Energy owns 8.33 percent of this 1,230-megawatt supercritical coal generation project located in Oak Creek. During the first quarter a post-turnover outage occurred to resolve punch list items and start-up issues.

WPPI Energy is a regional power company serving 51 customer-owned electric utilities. Through WPPI Energy, these public power utilities share resources and own generation facilities to provide reliable, affordable electricity to more than 195,000 homes and businesses in Wisconsin, Upper Michigan and Iowa.

FINANCIAL STATEMENTS

March 31	2010	2009
ASSETS		
Current assets	\$ 132,484,879	\$ 149,910,983
Non-current assets	179,672,942	196,374,789
Deferred costs	31,505,771	35,310,446
Electric plant, equipment and land, net	113,825,991	111,733,951
Construction work in progress	230,741,351	190,413,077
Total assets	\$ 688,230,934	\$ 683,743,246
LIABILITIES AND NET ASSETS		
Current liabilities	\$ 49,452,810	\$ 44,063,107
Deferred credits and other liabilities:		
Operating reserves and accrued liabilities	18,696,445	21,627,813
Rate stabilization	43,023,088	42,943,546
Total deferred credits and other liabilities	61,719,533	64,571,359
Long-term debt, net	407,109,679	415,191,197
Net assets	169,948,912	159,917,583
Total liabilities and net assets	\$ 688,230,934	\$ 683,743,246

Quarter Ended March 31	2010	2009*
Operating revenues	\$ 100,457,173	\$ 94,538,662
Operating expenses:		
Purchased power	84,712,117	82,467,767
Fuel expense	4,034,547	3,294,450
Other power production	1,272,089	1,061,375
Administration and general	3,735,980	3,991,650
Depreciation and amortization	1,944,230	1,779,182
Taxes	1,003,661	635,404
Total operating expenses	96,702,624	93,229,828
Operating income	3,754,549	1,308,834
Investment income	3,182,489	3,734,603
Interest expense	(3,768,603)	(2,582,104)
Other non-operating revenues (expenses), net	(1,131,693)	(434,076)
Change in net assets	\$ 2,036,742	\$ 2,027,257

*Certain 2009 financial statement amounts have been reclassified to conform with the 2010 presentation.

Wisconsin	Evansville	Menasha	Plymouth	Two Rivers	Michigan	Iowa
Algoma	Florence	Mount Horeb	Prairie du Sac	Waterloo	Alger Delta CEA	Independence
Black River Falls	Hartford	Muscoda	Reedsburg	Waunakee	Baraga	Maquoketa
Boscobel	Hustisford	New Glarus	Richland Center	Waupun	Crystal Falls	Preston
Brodhead	Jefferson	New Holstein	River Falls	Westby	Gladstone	
Cedarburg	Juneau	New London	Slinger	Whitehall	L'Anse	
Columbus	Kaukauna	New Richmond	Stoughton		Negaunee	
Cuba City	Lake Mills	Oconomowoc	Sturgeon Bay		Norway	
Eagle River	Lodi	Oconto Falls	Sun Prairie			



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

May 24, 2010

Contact: Alicia VandenOever, Energy Services Representative
(608) 873-3379

Stoughton Utilities awards Millfab for reducing electricity usage

Two of the buildings at Millfab's campus in Stoughton recently underwent a makeover that made the buildings brighter and simultaneously reduced the company's energy bills. Millfab replaced some of their old high intensity discharge (HID) and outdated fluorescent light fixtures with new, more efficient fixtures. Not only do the new fixtures put out more light than the old, but they also use a lot less electricity.

Millfab worked with Stoughton Utilities to obtain funding in the form of energy efficiency incentives to help cover the capital cost of the project. Stoughton Utilities provided an incentive in the amount of \$878, and additional funding was obtained from Focus on Energy. The incentives helped bring the project cost down and will allow the project to pay for itself with energy savings in just a few years.

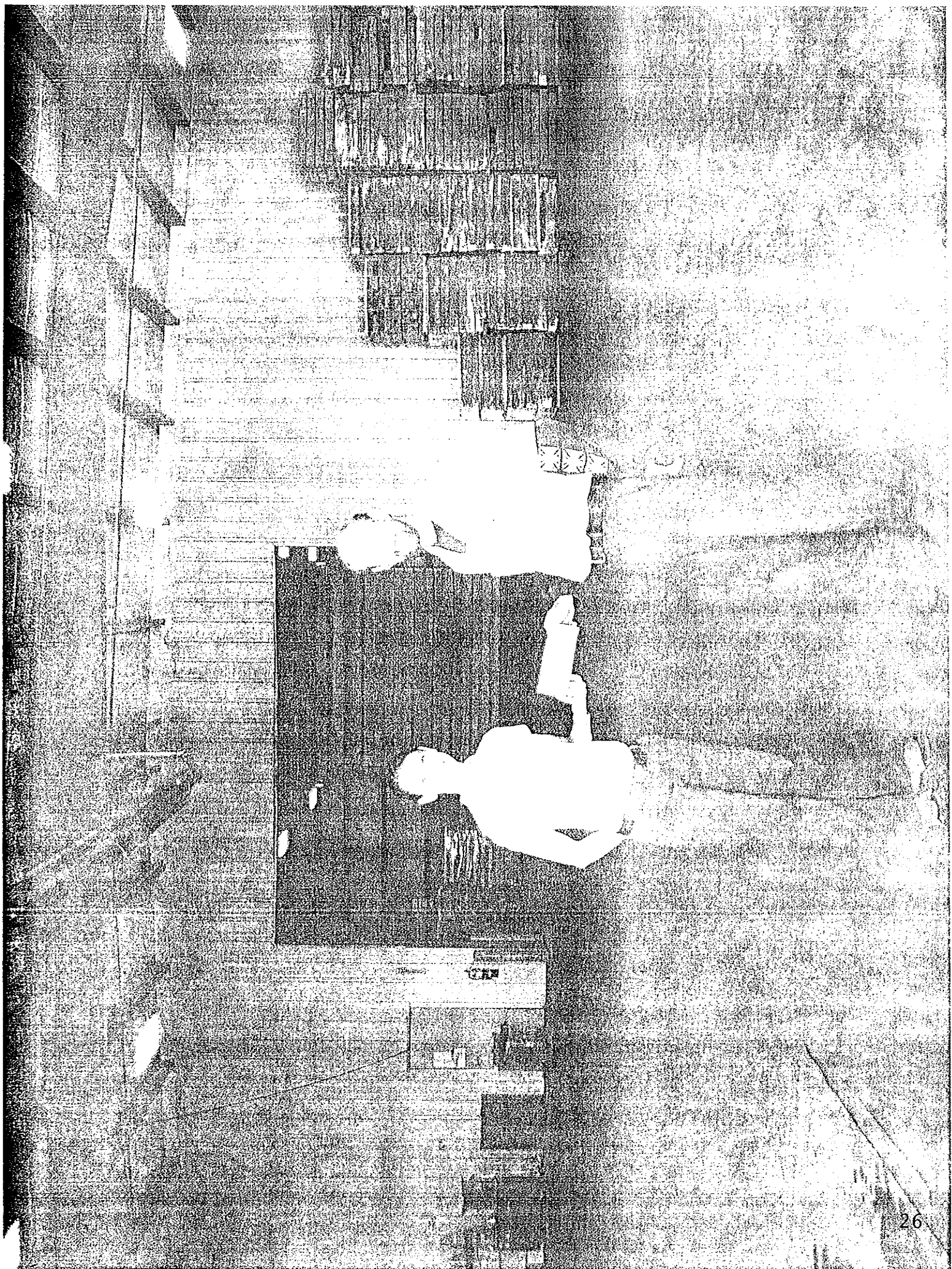
All Stoughton Utilities customers are eligible to participate in both Stoughton Utilities' and Focus on Energy's extensive assortment of energy efficiency and renewable energy programs. Contact Stoughton Utilities for more information about these programs and ways to make your home or business more energy efficient.

Pictured with some of the new lights are Alicia VandenOever, Stoughton Utilities, and Chris Langkamp from Millfab.



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com





News Release

Stoughton Utilities

May 27, 2010

Contact: Brian R. Hoops, Stoughton Utilities Office & Information Systems
Supervisor
877-7412

Stoughton Utilities Donates To City of Stoughton Economic Development Program

Stoughton Utilities recently donated \$1,000 to the City of Stoughton Economic Development Program. The donation came from Stoughton Utilities and their power provider, WPPI Energy, as part of their Community Economic Development Program, through which the utility is able to make an economic development contribution to the community it serves.

Pictured below presenting the check is Brian Hoops, Utilities Office & Information Systems Supervisor, to Stoughton Mayor Donna Olson.



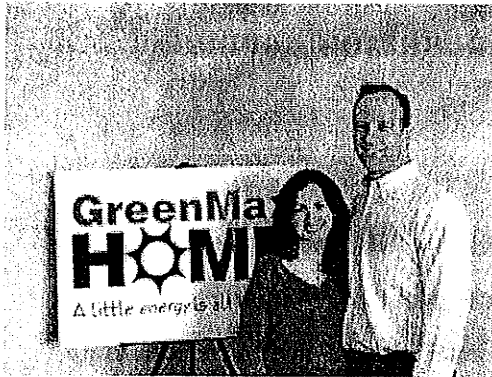
Public Power Weekly

A weekly news service of the American Public Power Association

May 31, 2010: No. 21

Wisconsin homeowners demonstrate energy savings, begin to pursue net zero goal

Homeowners John and Rebecca Scheller of the public power community of Stoughton, Wis., are demonstrating how their home's remarkable efficiency is largely attributable to simple steps anyone can take, WPPI Energy said April 30.



John and Rebecca Scheller

During an April 29 dedication ceremony, the Schellers celebrated the completion of what is anticipated to be Dane County's first verified net zero energy home: a home that is capable of producing as much energy as consumed. The house, located in the WPPI Energy member service territory of Stoughton Utilities in the town of Rutland, combines energy-efficient construction methods and practices with on-site renewable energy technologies to achieve net zero energy use.

"WPPI Energy's GreenMax Home initiative creates an opportunity for homeowners like John and Rebecca Scheller to become more conscious of their energy use and reduce their overall environmental impact by enhancing the efficiency of their home," said WPPI Energy Senior Vice President of Member and Customer Services Tom Paque. "The Schellers have invested in a better energy future and are demonstrating that anyone can make reasonable lifestyle changes and take additional steps to save energy at home."

Many of the efficient methods and practices used by the Schellers could be easily replicated in average homes today, WPPI said. The Schellers designed and built a 4,000 square-foot home with ordinary materials and building practices while careful attention to energy-saving details such as insulation and air sealing demonstrate practical steps that anyone can take to build a highly efficient home. To achieve net zero energy use, the Schellers incorporated additional sustainable features, including two geothermal heat pumps to provide space conditioning and domestic hot water, structural plumbing, and an onsite solar photovoltaic system to harness energy from the sun.

"Energy efficiency isn't just about installing solar panels," said Rebecca Scheller. "It's energy use, including electricity, water and natural gas," she said. "Once you are aware of how much you're using, you can make modifications to your home and the way you live to maximize your energy efficiency."

Features of the home include:

- two ground source heat pumps that will extract heat from the ground and provide heating, cooling and hot water;
- two pole-mounted 2.88-kilowatt arrays of solar photovoltaic panels;
- New England "saltbox" design, making the house easy to insulate and air seal;

- structural plumbing with advanced designs and controls to reduce hot water waste and energy use;
- building shell improvements, including ENERGY STAR-rated windows, special attention to air sealing, and increased insulation levels; and
- certified Wisconsin ENERGY STAR and National Association of Home Builders Gold-certified home.

One of the most important features of the home will be the Schellers' commitment to the efficient use of energy. Now that the home is complete, the couple will work with WPPI Energy and Stoughton Utilities to monitor their energy use and fine-tune the home's performance to ensure that its energy use is truly net zero.

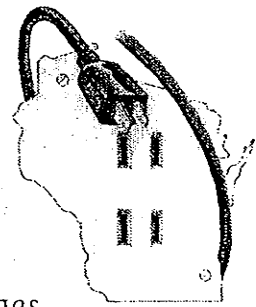
"When individuals start to think about their own energy use, they can become more 'energy aware' and start making lifestyle choices that will help preserve our Earth's resources," said John Scheller. "We are really looking forward to challenging ourselves to become even more energy efficient over the next year."

WPPI Energy will provide a total of \$42,000 in funding for the Schellers' project. To date, the Schellers have received \$36,000. The remaining \$6,000 will be awarded after the couple has demonstrated net zero energy use for one year.

Two GreenMax homes have been completed in the WPPI Energy member service territories of Black River Falls, Wis. and Stoughton, Wis. In Black River Falls, homeowners Tom and Verona Chambers are 10 months into the one-year testing period and are on track to achieve their net zero goal, WPPI Energy said.

A Coalition
to preserve
Wisconsin's
Reliable and
Affordable
Electricity

Customers First!



Plugging you in to electric industry changes

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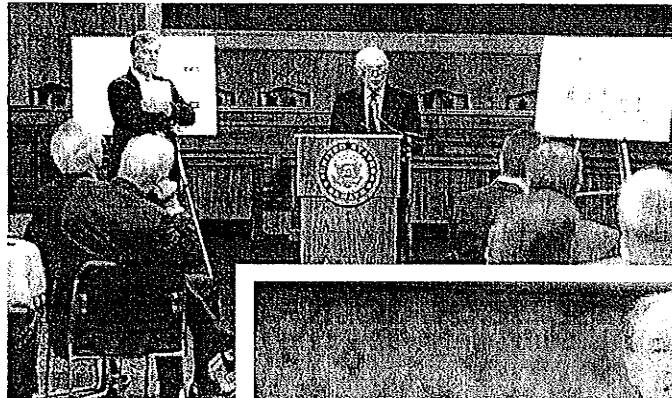
Riding the rails

For years, Wisconsin utilities have pointed to railroad shipping costs driving up energy prices. Now, the U.S. Department of Agriculture has released a study (<http://www.ams.usda.gov/RuralTransportationStudy>) indicating it's seen strong evidence that monopoly rail-service providers have been taking advantage of fuel surcharges to build their bottom line.

The report came just in time for the national Rail Customer Day in Washington, sponsored by Consumers United for Rail Equity (CURE) (See Matt Bromley's column inside.) It included what CURE called "dramatic findings about the cost to American farmers and consumers from the lack of competition in the freight rail industry and 'considerable evidence' that freight rail companies used excessive fuel surcharges to artificially boost profits."

Among key findings:

- Rail industry consolidation through mergers has decreased routing choices and



Senators Herb Kohl (left) and Jay Rockefeller (below) address the CURE rally in a Senate hearing room. Also shown at left is CURE Executive Director Bob Szabo.

competition,

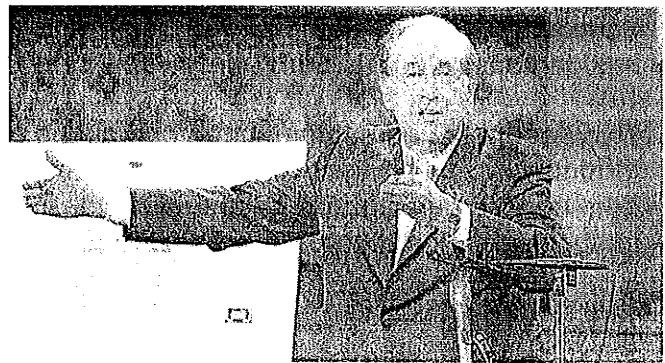
- Almost three-fourths of agricultural areas lost rail competition between 1992 and 2007,

- Between 2001 and 2007, fuel surcharges were 55 percent higher

than the increase in the cost of fuel, and

- Service problems and high rates directly affect consumers by driving up electricity prices.

CURE Executive Director Robert Szabo



said the report demonstrates that the economy is being harmed by "the current lack of protections against monopoly pricing by freight rail companies." ☀

Sempre, fie! Settlement saps holding company

San Diego was arguably the epicenter of the California electricity crisis a decade ago and the aftermath is still being felt all these years later: This spring, the local utility holding company, Sempra Energy, coughed up \$410 million to settle a lawsuit brought by the state.

California officials alleged that the company padded its profits by rigging prices in the chaotic markets that followed their state's 1998 electric restructuring. Some of that money will now go back where it came from: The settlement orders Sempra Generation and Sempra Commodities—the power-plant and energy-trading subsidiaries of the holding company—to make refunds to consumers.

Last month the company reported first-

quarter earnings of \$106 million, down two-thirds compared with the same quarter last year, in large part because of the settlement costs.

Sempra also owns San Diego Gas and Electric (SDGE) and Southern California Gas Company. Readers may recall stories in the *San Diego Union-Tribune* during the 2000-01 crisis and photos of office workers enduring rolling blackouts, toiling without lights or air conditioning on sweltering days even as electricity bills were skyrocketing.

Only later did consumers learn that power providers—including the now-defunct Enron—had been gaming the system, keeping generation assets off-line, sometimes on the pretext of contrived maintenance problems, in order to

drive up wholesale market prices.

Sempra will now have refunded more than \$700 million to consumers. To settle a different lawsuit connected with its behavior during the crisis, Sempra in 2005 agreed to return some \$300 million to consumers through price concessions.

Also eating into Sempra's bottom line in this year's first quarter: No earnings from a joint commodities venture with the Royal Bank of Scotland, which had generated more than \$300 million in earnings a year earlier, and a \$5 million spike in fire insurance rates. The latter expense stemmed from litigation over SDGE's responsibility for destructive wildfires in 2007, traced to poor line-maintenance practices. ☀

THE WIRE is a monthly publication of the *Customers First!* Coalition—a broad-based alliance of local governments, small businesses and farmers, environmental groups, labor and consumer groups, retirees and low-income families, municipal electric utilities, rural electric cooperatives, wholesale suppliers, and an investor-owned utility. *Customers First!* is a coalition dedicated to preserving Wisconsin's reliable and affordable electricity.

If you have questions or comments about THE WIRE or the *Customers First!* Coalition, please call 608/286-0784.



KEEPING CURRENT

With CFC Executive Director Matt Bromley

Freight rail customers from Wisconsin joined others from across the country on Capitol Hill in Washington, DC., last month to voice support for federal rail-reform legislation. Representatives of the state's electric utilities, paper manufacturers, and forest products industries made the trek to the nation's capital on behalf of Badger CURE (Consumers United for Rail Equity), an alliance of 46 Wisconsin businesses and organizations frustrated with excessively high rail rates and inadequate service.



Bromley

The *Customers First!* Coalition is an active participant in Badger CURE because high freight rail rates drive up the price of coal used for power generation, and these costs are passed to ratepayers through higher electric bills. Railroads get away with charging excessive rates because in many parts of the state there are no competitive transportation alternatives available for shippers to move their products. Shippers who are captive to one railroad are subject to that railroad's monopoly or "market power." Analyses of freight rail rates show that captive shippers often pay twice as much or more than shippers with competitive options.

As we report elsewhere in this *Wire*, a recent U.S. Department of Agriculture study on freight rail's impact on rural America shows considerable evidence that the railroads have levied fuel surcharges on shippers that far exceed the actual cost of the fuel.

In our meetings with members of Congress we asked for their help to level the playing field and bring some relief to captive rail shippers by supporting legislation that would allow for more competitive railroad pricing and reliable service. We asked them to support S. 146 and H.R. 233, sponsored by Wisconsin Senator Herb Kohl and Congresswoman Tammy Baldwin, that would repeal the railroads' special exemptions from the nation's antitrust laws. These exemptions have allowed the railroads to avoid competition and keep rates unfairly high.

We also asked our elected officials to reform the Surface Transportation Board, the federal agency that oversees the railroads, in order to increase rail competition, strengthen oversight, and improve shippers' access to regulatory relief. A good step toward accomplishing these goals could come from passage of the Surface Transportation Board Reauthorization Act (S. 2889), a bipartisan bill sponsored by Senator Jay Rockefeller.

In speeches to the rail shippers assembled on Capitol Hill, Senator Kohl, Senator Rockefeller, and Rep. Baldwin vowed to keep fighting to protect consumers from the freight railroads' monopoly power. Let's hope their determination can overcome the railroad industry's extraordinary influence in Congress that has stopped reform efforts in the past. 💡

Crossroads in Connecticut

For the second time in 12 years, Connecticut lawmakers have approved far-reaching changes in the ways electricity is bought and sold in their state. Now it's up to outgoing Governor Jodi Rell to decide whether or not to sign it into law.

At press time for *The Wire*, she'd been contemplating that decision for more than two weeks, and little wonder: *The Hartford Courant* described the bill as "wide-ranging," while New London's *The Day* called it "complex, controversial," and in a *Connecticut Post* op-ed, an energy marketer said it was "sweeping," and

also "a dangerous gamble."

So, if you're a Connecticut legislator and you're in the mood for a sweeping, complex, controversial, wide-ranging, dangerous gamble, what would it look like?

It would be about 130 pages long. It would require non-utility energy marketers to pay part of the costs of their customer recruitment, which is now covered by the customers. It would include subsidies for development of solar power. It would apply California energy-

Continued on next page...

Offshore wind getting real

The first U.S. offshore wind farm took decisive steps toward actual construction last month, with a pair of needed federal approvals in hand and an all-important long-term power-purchase agreement to help ensure financing.

The first of the two regulatory approvals actually came in April when Interior Secretary Ken Salazar gave the go-ahead for the Cape Wind project in Nantucket Sound. The second came in May when the Federal Aviation Administration issued its finding that the wind farm would pose no hazard to air navigation.

Soon after, the project cleared a big financing hurdle with the announcement that Cape Wind Associates had agreed on a long-term power-purchase agreement with National Grid, the largest power provider in Massachusetts.

National Grid will buy half the output of the 130-turbine array for 20.7 cents per kilowatt-hour beginning in 2013. At press time, Massachusetts regulators were considering whether to approve the deal. The overall project has been strongly supported by state government.

In announcing its approval, the Interior Department said the project, spread over a 25-square-mile expanse of the sound, would have a maximum capacity of 468 megawatts and an average anticipated output of 182 megawatts, serving three-fourths of the electrical demand from Cape Cod, Martha's Vineyard, and Nantucket Island.

Some challenges remain before construction is likely to begin. At least nine potential plaintiffs have lined up to sue, alleging the project would violate at least half a dozen federal environmental laws.

Possible plaintiffs include local government in Massachusetts' Barnstable Township; local fishing clubs; two Wampanoag Indian tribes; and organizations including the Industrial Wind Action Group, The Animal Welfare Institute, Californians for Renewable Energy, the Oceans Public Trust Initiative (affiliated with the Earth Island Institute), and the Lower Laguna Madre Foundation.

It remained to be seen how many, if any of those groups, would pursue litigation to block the project. Cape Wind has been in the process of obtaining regulatory approval and fending off challenges by opposition groups for 10 years. 💡

Production down, prices up?

With most of the electric generation capacity built in the U.S. since the mid-1990s fueled by natural gas, power providers buying electricity on wholesale markets will be watching closely to see if any effects of a change in federal monitoring of natural gas production are trickling through into electricity prices.

It's unlikely there'd be anything to be done about it if they do, since the new system would appear to more accurately reflect reality than the system it recently replaced.

At the end of April, the Energy Information Administration (EIA) unveiled a new methodology in estimating monthly natural gas production. The numbers have been going down.

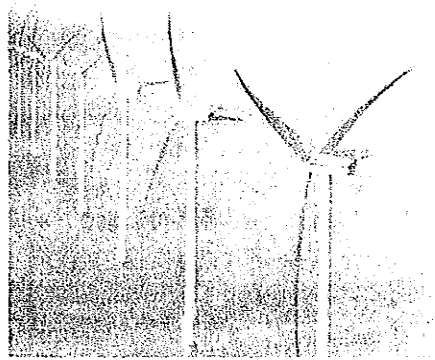
That's because the prior method was believed to be producing bigger numbers than the actual gas output—by some estimates yielding a margin for error as large as 12 percent, according to a Dow Jones report earlier this spring.

The old method surveyed large producers

and made assumptions across the entire industry based on what they reported. As a result, the estimates failed to take into account variations in output from smaller producers and may have reported output that didn't actually occur.

Using the new methodology, the EIA developed new estimates for all of 2009, making a downward revision that grew from -0.3 percent at the beginning of the year to -1.3 percent at year's end. January 2010 estimates for the lower 48 states were revised downward 0.6 billion cubic feet per day, the EIA said. The agency said it started applying the new method to current estimates as of February.

The new methodology, the EIA said, "relies on the most recently available information." Natural gas production "has become much more dynamic in recent years, and making extensive use of more historical data, as EIA did in the past, has become less appropriate," the agency said on introducing the new method at the end of April. 💡



Connecticut

Continued from page 2...

efficiency standards that prohibit the sale of some consumer electronic devices based on their energy consumption in standby mode. It vests regulatory powers in a newly created state energy and technology authority. It sets a goal of reducing electric rates 15 percent in a little more than two years.

Skeptics, including non-utility providers in Connecticut's supposedly competitive retail electricity market, say it could drive rates higher instead of lower, based at least in part on state agency estimates.

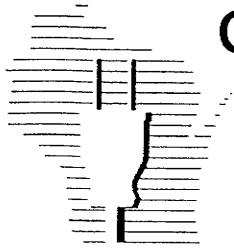
The Day said the bill is "an attempt to finally deliver on the promise of retail choice in electricity markets," a choice that theoretically became available in 1998.

"That year," *The Day* said, "many lawmakers voted for a deregulation bill they didn't fully understand, the conventional wisdom now holds. And the promises that deregulation would cut rates turned out to be wrong, leaving elected officials here to explain soaring power bills to angry constituents."

Time—and Governor Rell's decision to sign or veto—will tell whether or not they've done it again. 💡

Energy saver tip

On most summer days a good dehumidifier can be as effective as air conditioning to keep your home comfortable. Look for a high-efficiency model that can give better results than two or more ordinary ones. It will take more moisture out of indoor air and use less energy getting the job done. 💡

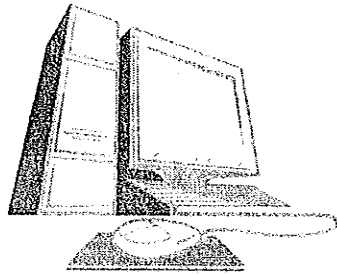


Customers First!

P.O. Box 54
Madison, WI 53701

A Coalition
to preserve
Wisconsin's
Reliable
and Affordable
Electricity

Be sure
to check out the
Customers First!
web site at



www.customersfirst.org



Quotable Quotes

"I realize that some of you may have been surprised by this, but I strongly believe that the settlement was the best solution to put to rest litigation that has gone on for nearly a decade and could have continued for years to come."

—Sempra Energy CEO Donald Felsing, explaining to investment analysts his company's decision to pay \$410 million to settle with the State of California in a lawsuit over power market manipulation ten years ago, quoted in the *San Diego Union-Tribune*, May 4, 2010

Help us share our messages with others. If you know of businesses or organizations that would like to learn more about protecting Wisconsin's reliable and affordable electricity, please feel free to copy and share with them all or part of this newsletter, or you can call 608/286-0784 to arrange an informational meeting.

Customers First!
Plugging Wisconsin In





Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
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.

June 15, 2010	Regular Meeting - Approve and recommend the Wastewater Compliance Maintenance Annual Report (CMAR) and Resolution to the Common Council - Approve and recommend the annual write-offs to the Common Council - Stoughton Utilities RoundUp Donation
June 18, 2010	Municipal Electric Utilities Of Wisconsin (MEUW) Fifth Annual Lineman's Rodeo in Kaukauna
June 22, 2010	Common Council Meeting - Approve Compliance Maintenance Annual Report (CMAR) and corresponding resolution - Approve annual write-offs
July 19, 2010	Regular Meeting - Approve and recommend the proposed 2011 non-represented employee compensation adjustments to the Personnel Committee and the Common Council
August 16, 2010	Regular Meeting - Tour North Electric Substation
September 16-17, 2010	WPPI Energy (WPPI) Annual Conference in Green Bay
September 20, 2010	Regular Meeting - Customer Collections Status Report
September 26-October 2, 2010	Public Power Week
October 5, 2010	WPPI Orientation in Sun Prairie
October 6-8, 2010	Wisconsin Wastewater Operators Association (WWOA) Annual Conference in Wisconsin Dells



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October 17, 2010	Special Meeting - Conduct hearings for the 2009 Tax Roll Nomination
October 17, 2010	Regular Meeting – Stoughton Utilities Goals Status Report
November 15, 2010	Regular Meeting - Tour Well No. 5 and Reservoir
December 17, 2010	Stoughton Utilities Holiday Open House
December 20, 2010	Regular Meeting - Stoughton Utilities RoundUp Donation
January 17, 2011	Regular Meeting - Approve Declarations of Official Intent(s)
February 14, 2011	Regular Meeting - Discuss Stoughton Utilities 2010 Accomplishments
February 22-24, 2011	American Public Power Association Legislative Rally in Washington, D.C.
March 14, 2011	Regular Meeting - Stoughton Utilities 2010 Annual Audit and Management Letter Presentation discussion, approval and recommendation to the Common Council - Stoughton Utilities Tax Stabilization Dividends discussion, approval, and recommendation to the Common Council – Customer Collections Status Report - Review Wisconsin Public Service Commission Annual Electric and Water Reports
March 22, 2011	Common Council - Stoughton Utilities 2010 Audit and Management Letter Presentation and Approval - Accept Stoughton Utilities Tax Stabilization Dividends Recommendation
March 23-25, 2010	Wisconsin Rural Water Association Annual Conference in Green Bay
April 18, 2011	Regular Meeting - Annual Meeting at the wastewater treatment facility - Review Drinking Water Consumer Confidence Report (CCR) - Annual Stoughton Utilities Goals Discussion and Approval
May 1-7, 2011	Drinking Water Week
May 4, 2011	WPPI Energy Orientation Meeting in Sun Prairie

May 16, 2011

Regular Meeting - First Regular Meeting after the Common Council Reorganization Meeting - Elect Committee Chair and Vice Chair - Annual Studies Discussion - Tour Stoughton Utilities Building

June 8-10, 2011

Municipal Electric Utilities of Wisconsin (MEUW) Annual Conference in Stevens Point

cc: Sean O Grady

Stoughton Utilities Operations Superintendent



Stoughton Utilities Activities Reports

May 2010

ADMINISTRATION – Utilities Director Robert P. Kardasz, P.E.

Seasonal activities continued on the electric and water distribution systems, the sanitary sewer collection system, and in the office where your staff continues to work with customers fulfilling their financial obligations. Electric system vegetative management, sanitary sewer main flushing and televising, water main corrective work, and system maintenance continued as scheduled. Construction significantly increased on the East Water Tower and continued on the East Side Water Main Project.

ACCOUNTING – Utilities Accounting and Administrative Manager Kim M. Jennings, CPA

Accomplishments:

- Work order processing and closing.
- Reporting for WI Clean Transportation Program contract.
- MEUW Bankruptcy Seminar – May 12.
- SDWLP pay request with Davis Bacon compliance reporting.
- Investment sales/purchases and income tracking.
- Monthly account reconciliation, reporting and billing statistics for April 2010.

In Progress:

- Working with WPPI Energy to review electric division revenue requirements and cost of service by customer class.
- Participating in WPPI Energy committee to review CIS software solutions (through August).
- Preparing 2011 Budget.
- Monthly account reconciliation and reporting for May 2010.

**CUSTOMER SERVICES AND INFORMATION TECHNOLOGIES DIVISION – Utilities
Office and Information Systems Supervisor Brian R. Hoops**

Activities & Accomplishments:

- Brian Hoops participated in several WPPI Energy information technology advisory group meetings and numerous CIS evaluation committee meetings, both in-person and via teleconference. The CIS evaluation committee has been, and will continue, meeting throughout the summer months to determine preferred CIS system solutions for WPPI Energy members.
- Brian Hoops worked with the Wisconsin Public Service Commission on several customer inquiries and complaints. Most complaints were opened as information only; just one required us to hold disconnection while alternate arrangements were made.
- Brian Hoops began implementing our 2010 network infrastructure improvements. Our new web filtering appliance has been put in place and the optimal settings configured. Our computer workstation changeover to Windows 7 is in progress.
- Brian Hoops worked with Charter Internet Services to install a new internet connection due to upload speed deficiencies encountered with AT&T DSL, our previous provider. This has drastically improved our Wells Fargo payment processing response time. We continue to work with AT&T to get our long-distance billing rates correct.
- Brian Hoops worked with PayPal to change our credit card merchant processor to US Bank. This was done to take advantage of the lower rates associated with the State of Wisconsin contract.
- Staff completed the second round of disconnections for non-payment on May 19. Despite significantly lowering our minimum delinquency amount, staff was dispatched to fewer residences than in April.
- Enecia Sabroff continued to pursue payments for delinquent accounts. With disconnection season upon us, customers were regularly contacting us to make arrangements to satisfy their account requirements.
- Enecia Sabroff has been submitting delinquent final-billed customer accounts to our collection agency, Professional Placement Services, LLC (PPS). PPS will continue to attempt to collect the balances owed on these accounts, and will submit the customer to the Wisconsin D.O.R. TRIP program as necessary.
- Erin Bothum completed the monthly utility billing and, as well as issued 163 final-billings for customers who have moved from their current accounts.
- Numerous requests have been received for electric and water disconnections at foreclosed and vacant properties. Several reconnections have been completed due to sale or transfer of vacant properties.
- Staff processed 7,958 payments totaling \$1,364,527, including 4,809 checks, 874 credit cards, 1,820 ACH payments, and \$22,385 in cash.

- Staff processed utility billing and collections, accounts payable, payroll, and daily cash deposits.
- The division's 2010 calendar has been created and contains all billing, collections, and accounting scheduled tasks. All summer disconnect activity will follow this schedule barring any heat-related delays.

LINE DIVISION AND PLANNING DIVISION – Utilities Operations Superintendent Sean O Grady

Hybrid Bucket Truck Replacements: The first unit is scheduled to be received in July and the second unit is scheduled to be delivered in December. Staff is currently working on advertisements for the sale of our trade-in units.

Capital Improvement Plans: Our Capital Improvement Plans have been reviewed and updated in accordance to our current growth rates. Until we see significant load growth, we have been able to delay some of our projects planned over the next couple of years.

East Side Elevated Water Tower Project: The tower is up. The painting contractor is on site and has applied one coat of paint on the exterior and is currently painting the inside of the tank. The painting portion of the project should be completed by the second week in June. Chicago Bridge and Iron Contractors remains on schedule.

West Side (Furseth Road) Elevated Water Tower: We remain on schedule to have the Furseth Road Elevated Water Tower painted this year.

East Side Water Main Project: Smithback Brothers has installed the water main along Racetrack Road and is currently working on USH 51 East. They remain on schedule to have everything installed and tested by the end of June.

Midwest Tree and Excavation: We continue to plug away on new construction and cable replacement projects. With the mild spring, we have been able to remain on schedule for all planned construction projects.

West Substation Property: Time permitting; crews continue trimming trees and removing underbrush left over from the previous owner.

Annual Aerial Device Inspection/Testing: Our aerial devices were inspected/tested in mid - May. One unit was red tagged and had to be sent to Milwaukee for repairs and was out of service for 10 days. Another unit had repairs required to be completed in Milwaukee and was out of service for 5 days. The other three units had minor issues and were repaired by our own staff.

Asplundh Tree Experts: Our line clearance contractor this year did a stellar job for us and made tremendous progress over the past two and one half months working on

Highway R/W and back lot line projects. Our utility received no reportable customer inquiries during the duration of the contract. Outstanding!

Sullivan Construction: Crews recently completed the river wall restoration project on the South side of our building. It turned out wonderful. We are also on schedule to close out our building renovation project next month.

Stoughton Trailers/Millfab: Staff continues to work with both companies with alternatives to providing secondary metering at Stoughton Trailers Building No. 2 located along 8th Street. Millfab is interested in renting the building from Stoughton Trailers but the current voltage serving the property is not conducive to Millfab's equipment and requires an electrical upgrade.

Spring/Summer Reconstruction Projects: One crew is working on a pole line reconstruction project on Duncan and another crew is on Giles Street. Our third crew is working on system maintenance and underground inspections and also swings in our Metering Division

WASTEWATER DIVISION – Utilities Wastewater System Supervisor Brian G. Erickson

2010 Sanitary Sewer Improvement Project: Michels Pipe Services is on site installing 3,500 feet of sanitary sewer liners. This project will be completed in June.

Spring sludge hauling program: Sludge haulers injected 518,000 gallons of sludge into farmer fields off STH 138 South on the Furseth Farms.

Sump Pump Inspections: I have started a sump pump inspection program. Brian Hoops has developed a database to record all homes with sump pumps. The database will assist us with our records which allows us to attach a photo of each pump to the database. We are hoping to reduce our flows at the treatment plant by 50,000 to 100,000 gallons per day.

Staff has been busy with the sanitary sewer system, cleaning, televising and providing maintenance to the system.

The precipitation for the month was 3.56 inches.

The wastewater treatment facility processed an average flow of 1.32 million gallons per day with a monthly total of 41 million gallons.

WATER DIVISION – Utilities Water System Supervisor Roger M. Thorson

The installation of new 10" water main along Race Track Road and USH 51 East started. This new water main will loop the new water tower in Race Track Park to the water system. Construction should be completed in June.

Construction of the new 600,000 gallon water tower in Race track Park continues on schedule with the completion date scheduled for the end of July.

I attended and participated in refresher safety training on the following subject. (Incident / Accident investigation course).

Staff was busy the past month working on system maintenance, replacing broken water main valve boxes, and blacktopping road patches where we had repaired water mains and services over the winter months.

Turned on water to all city water bubblers and park shelters.

Total water pumped in the month of May was 37,386,000 gallons.

ENERGY SERVICES SECTION OF THE PLANNING DIVISION – Stoughton Utilities/WPPI Energy Services Representative Alicia Rankin

Customer Account Activities

Stoughton Trailers: Conducted a meeting with energy advisors from Focus on Energy at Stoughton Trailers. The Focus on Energy advisor discussed their programs and potential natural gas savings-related measures. We will return to the Stoughton Trailers facility on June 10th for a walk-through energy assessment to identify both electricity and natural gas usage reduction opportunities.

Uniroyal: Provided Uniroyal with energy savings and incentive information for some lighting upgrade proposals they received. A lighting upgrade will probably happen sometime in 2010. An energy monitor was placed on the existing main air compressor. The data will be used to determine what type of air compressor would be best to run certain equipment that requires compressed air during non-production periods.

Millfab: Millfab completed a lighting upgrade in two buildings. They received a custom incentive from Stoughton Utilities as well as a prescriptive incentive from Focus on Energy for the project. A news release and accompanying photo was sent to the Hub.

Stoughton Area School District: The school district is considering upgrading some of their parking lot lights. A proposal is being reviewed for energy efficiency funding opportunities.

Energy Services Administration

Energy Efficiency Team: The first meeting of the newly organized Energy Efficiency Team was held on May 13th. The team discussed opportunities for energy

savings at the City buildings. A second meeting will be scheduled for the end of June.

Community Relations Funding: Stoughton Utilities donated \$1,000 to the City of Stoughton for economic development purposes. The money came from the annual Community Relations funding provided to SU from WPPI Energy to give back to the community.

Large Power Customer Meeting: The 2010 annual large power customer meeting is scheduled for July 15. We are in the process of retaining speakers for the meeting. We hope to have part of the meeting be interactive with customers sharing energy efficiency ideas and success stories.

Energy Savings Challenge: This year's energy savings challenge will be held July-September. Customers will be challenged to reduce their electricity usage by 15% or more for those months compared to the same months last year. The reward will be a \$25 bill credit. The participants with the greatest energy reduction will receive a \$50 bill credit. Sign up forms were sent out with June bills, and an ad will be placed in the newspaper announcing the program.

Dates at Stoughton Utilities in May: 5, 13, 18, 27

SAFETY COMPLIANCE SECTION OF THE PLANNING DIVISION – Stoughton Utilities/Municipal Electric Utilities of Wisconsin Southeastern Regional Safety Coordinator Christopher Belz

Accomplishments

Training

- Trained on Incident Investigation for Management Personnel
- Prepared for Fire Extinguisher Hands on Training

Audits/Inspections

- Inspected the Wastewater Treatment Plant Facilities (WWTP)
- Conducted a walkthrough of the Operations Facilities
- Completed a Forklift compliance inspection

Compliance/Risk Management

- Completed an Inspection Report on the WWTP facilities
- Continued Lock Out/Tag Out Written Program Review
- Coordinating an addition of Fire Hazards and Prevention Techniques to the General Safety Rules
- Completed Revisions to the Forklift Written Program
- Continued Emergency Evacuations Written Program Review
- Enter CE's into database
- Completed several equipment damage reports

- Revised Incident/Accident Reporting forms and added a Supervisor Incident Reporting Form for Supervisors to report Incidents/Accidents/Close Calls
- Continued researching the SPCC program

Goals & Objectives

Training

- Complete another Confined Space Rescue Practice for the Confined Space Rescue Team

Audits/Inspections

- Inspect Crews for proper Work Zone set ups and Personal Protective Equipment
- Perform facility inspections in all Stoughton Utilities facilities

Compliance/Risk Management

- Audit Energy Control Procedures in the Control of Hazardous Energy Procedure
- Review and update Stoughton Utilities Written Safety Programs

Scheduled dates MEUW SCRSC Safety Coordinator, Chris Belz, was at Stoughton Utilities: May 3, 10, 17 and 24

Please visit us on our website at www.stoughtonutilities.com to view current events, follow project schedules, view meeting notices and minutes, review our energy conservation programs, pay your utilities bill via the internet, or to learn more about your Stoughton Utilities Electric, Wastewater and Water services.



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Status Of Stoughton Utilities Committee May 17, 2010 Recommendations
To The Stoughton Common Council.

May 25, 2010 Stoughton Common Council Meeting

- Approved the Stoughton Utilities Committee recommendation to approve the Payments Due List.

June 8, 2010 Stoughton Common Council Meeting

- Approved the proposed market adjustment for the Stoughton Utilities Office and Information Systems Supervisor position.
- Approved the reconfiguration of the Stoughton Utilities Meter Service and Testing position description to the Engineering II position description and corresponding wage scale.

cc: Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com



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P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Electric Easement At 2025 Hoel Circle.

Mr. Charles Langfeldt has requested that a fence be installed within a 6-foot easement located along the south lot line for his client's property at 2025 Hoel Circle. I rejected Mr. Langfeldt's request with an explanation that an underground electric line serving a street light located near the southeast lot corner is installed within the easement established in conformance with Section 66-715 of the City of Stoughton Municipal Code of Ordinances (Code) in order for Stoughton Utilities to own, operate and maintain that underground infrastructure while protecting the public from electrical hazard as the easement establishes a prohibition from excavation in conformance with the National Electric Safety Code. I further explained that for these reasons, Subsection 78-460(l) Code prohibits such fencing.

Mr. Langfeldt has requested to address my decision with the committee.

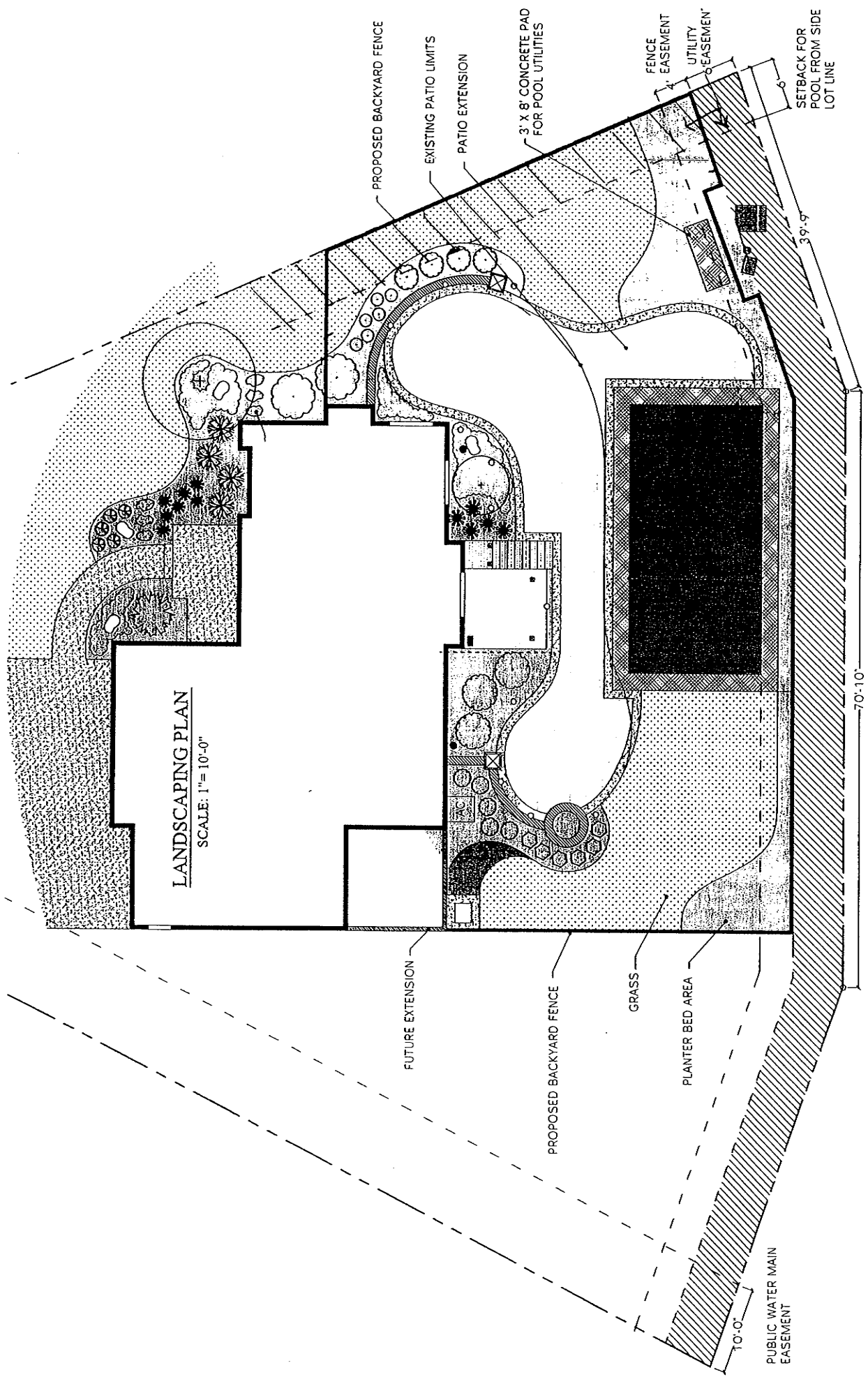
Encl.

cc: Charles Langfeldt
Sean O Grady - Stoughton Utilities Operations Superintendent
Rodney J. Scheel - Stoughton Planning and Development Director
Craig A. Wood - Stoughton Utilities Electric System Supervisor



Office 608-873-3379
Fax 608-873-4878
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LANDSCAPING PLAN
SCALE: 1" = 10'-0"



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010

To: Stoughton Utilities Committee

From: Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

Sean O Grady
Stoughton Utilities Operations Superintendent

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

Subject: Stoughton Utilities Wastewater Treatment Facility And Sanitary Sewer Collection System 2009 Compliance Maintenance Annual Report (CMAR).

The attached CMAR has been completed as required by Chapter NR 208 of the Wisconsin Administrative Code. It is requested that the Stoughton Utilities Committee review and approve the report and recommend that the Stoughton Common Council approve the 2009 CMAR and adopt the attached resolution at their June 22, 2010 meeting.

Encl.

cc: Kim M. Jennings, CPA
Stoughton Utilities Finance and Administrative Manager



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com



COMPLIANCE MAINTENANCE REPORT

WHEREAS, the City of Stoughton Utilities Committee has reviewed the Compliance Maintenance Annual Report which was prepared by Stoughton Utilities.

NOW, THEREFORE, BE IT RESOLVED, that the City of Stoughton hereby authorizes the Stoughton Utilities Wastewater System Supervisor to transmit the report to the State of Wisconsin Department of Natural Resources.

This is to certify that the foregoing resolution was duly adopted by the Common Council of the City of Stoughton at a regular meeting held on the 22nd day of June, 2010.

VOTE:

Ayes:

Noes:

Adopted:

APPROVED:

Donna L. Olson, Mayor

ATTEST:

Luann J. Alme, City Clerk

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Influent Flow and Loading

Questions

1. Monthly average flows and (C)BOD loadings.

Influent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentration on mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day
January	1.675	X	254	X	8.34	=	3553
February	1.712	X	227	X	8.34	=	3238
March	1.803	X	186	X	8.34	=	2797
April	1.747	X	205	X	8.34	=	2982
May	1.671	X	237	X	8.34	=	3307
June	1.478	X	245	X	8.34	=	3025
July	1.368	X	230	X	8.34	=	2624
August	1.318	X	242	X	8.34	=	2655
September	1.324	X	254	X	8.34	=	2801
October	1.388	X	251	X	8.34	=	2907
November	1.340	X	246	X	8.34	=	2746
December	1.320	X	230	X	8.34	=	2529

2. Maximum month design flow and design (C)BOD loading.

	Design	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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Influent Flow and Loading (Continued)

3.	Number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:				
	Months of Influent Flow	Number of times flow was greater than 90% of design	Number of times flow was greater than 100% of design	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	1	1
	February	1	0	1	1
	March	1	0	1	1
	April	1	0	1	1
	May	1	0	1	1
	June	1	0	1	1
	July	1	0	1	0
	August	1	0	1	1
	September	1	0	1	1
	October	1	0	1	1
	November	1	0	1	1
	December	1	0	1	0
	Points per each exceedance	2	1	3	2
	Exceedances	0	0	12	10
	Points	0	0	36	20
	Total Number of Points				56

4.	Was the influent flow meter calibrated in the last year?
	<input checked="" type="radio"/> Yes Enter last calibration date, MM/DD/YYYY 05-06-2009 <input type="radio"/> No -explain <div style="border: 1px solid black; padding: 2px; width: 80%;">5-6-09</div>

5.	Sewer Use Ordinance
	<p>5.1 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?</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If No, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Influent Flow and Loading (Continued)

5.2 Was it necessary to enforce?

- Yes
- No

If Yes, please describe:

Surcharge industries for exceeding the normal wastewater pollutants.

6. Septage Receiving

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

Septic Tanks	Holding Tanks	Grease Traps
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

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

Septic Tanks	Holding Tanks	Grease Traps
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
gal	gal	gal

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

7. Pretreatment

7.1 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:

7.2 Did your facility accept hauled industrial wastes, landfill leachate, etc?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the plant from the discharge of hauled industrial wastes.

Total Points Generated	56
Score (100 - Total Points Generated)	44
Section Grade	F

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Effluent Quality and Plant Performance ((C)BOD)

Questions

1.	Monthly average effluent values, exceedances, and points for (C)BOD:							
	Outfall No.001	Monthly Average C(BOD) Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average C(BOD) (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance	
	January	25	22.5	7	1	0	0	
	February	25	22.5	7	1	0	0	
	March	25	22.5	5	1	0	0	
	April	25	22.5	5	1	0	0	
	May	25	22.5	6	1	0	0	
	June	25	22.5	5	1	0	0	
	July	25	22.5	3	1	0	0	
	August	25	22.5	4	1	0	0	
	September	25	22.5	4	1	0	0	
	October	25	22.5	4	1	0	0	
	November	25	22.5	5	1	0	0	
	December	25	22.5	5	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	
	<p>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 $12/6 = 2.0$</p>							
2.	If any violations occurred, what action was taken to regain compliance?							
	None							
3.	Was the effluent flow meter calibrated in the last year?							
	<input checked="" type="radio"/> Yes - enter last calibration date, MO/DAY/YEAR:					05-06-2009		
	<input type="radio"/> No - explain:							

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Effluent Quality and Plant Performance ((C)BOD) (Continued)

4.	<p>What problems, if any, were experienced over the last year that threatened treatment?</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">None</div>
5.	<p>Other Monitoring and Limits</p> <p>5.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as metals, pH, residual chlorine, or fecal coliform?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
	<p>5.2 At any time in the past year was there an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
	<p>5.3 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 <input type="radio"/> No <input checked="" type="radio"/> NA </p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Effluent Quality and Plant Performance (Total Suspended Solids)

Questions

1. Monthly average effluent values, exceedances, and points for TSS:

Outfall No.001	Monthly Average TSS Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average TSS (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	8	1	0	0
February	30	27	8	1	0	0
March	30	27	8	1	0	0
April	30	27	8	1	0	0
May	30	27	7	1	0	0
June	30	27	6	1	0	0
July	30	27	5	1	0	0
August	30	27	5	1	0	0
September	30	27	7	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	7	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 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 $12/6 = 2.0$

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

Facility Name: **Stoughton Wastewater Treatment Facility**

Last Updated:
5/24/2010

Reporting Year: **2009**

Effluent Quality and Plant Performance (Phosphorus)

Questions					
1.	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	1.5	0.9	1	0
	February	1.5	0.9	1	0
	March	1.5	0.9	1	0
	April	1.5	0.9	1	0
	May	1.5	0.4	1	0
	June	1.5	0.6	1	0
	July	1.5	0.5	1	0
	August	1.5	0.7	1	0
	September	1.5	0.5	1	0
	October	1.5	0.8	1	0
	November	1.5	1.4	1	0
	December	1.5	1.0	1	0
	Months of Discharge/yr			12	
	Points per each exceedance with 12 months of discharge:				10
	Exceedances				0
	Total Number of Points				0
	<p>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 $12/6 = 2.0$</p>				
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

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
6/1/2010**

Reporting Year: 2009

Biosolids Quality and Management

	Questions	Points						
1.	<p>Biosolids Use/Disposal:</p> <p>1.1 How did you use or dispose of your biosolids?(Check all that apply)</p> <p> <input checked="" type="checkbox"/> Land Applied Under Your Permit <input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids <input type="checkbox"/> Hauled to Another Permitted Facility <input type="checkbox"/> Landfilled <input type="checkbox"/> Incinerated <input type="checkbox"/> Other </p> <p>NOTE:If you do not remove biosolids from your system annually, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc, and if biosolids were land applied last year, please also check top box above.</p> <p>1.1.1 If you checked Other, Please describe: <input style="width: 100%;" type="text"/></p>							
2.	<p>Land Application Site:</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <th colspan="2" style="text-align: center;">Last Year's Approved and Active Land Application Sites</th> </tr> <tr> <td style="width: 50%;">2.1.1 How many acres did you have?</td> <td style="width: 50%;">2.1.2 How many acres did you use?</td> </tr> <tr> <td style="text-align: center;">1991.1 acres</td> <td style="text-align: center;">125 acres</td> </tr> </table> <p>2.2 If you did not have enough acres for your land application needs, what action was taken? <input style="width: 100%;" type="text"/></p>	Last Year's Approved and Active Land Application Sites		2.1.1 How many acres did you have?	2.1.2 How many acres did you use?	1991.1 acres	125 acres	
Last Year's Approved and Active Land Application Sites								
2.1.1 How many acres did you have?	2.1.2 How many acres did you use?							
1991.1 acres	125 acres							
	<p>2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?</p> <p> <input type="radio"/> Yes(30 points) <input checked="" type="radio"/> No </p>	0						
	<p>2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <input type="radio"/> N/A </p>	0						
3.	<p>Biosolids Metals</p> <p>Number of biosolids outfalls in your WPDES permit = 1</p> <p>3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year</p>							
BIOSOLIDS METALS CHARACTERISTICS								
Outfall:002 - SLUDGE								

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
6/1/2010**

Reporting Year: 2009

Biosolids Quality and Management (Continued)

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	mg/kg on a dry weight basis												Times Exceeded											
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling									
arsenic		41	75			<5.3					<7																
cadmium		39	85			1.3					1.6															0	0
copper		1500	4300			380					440															0	0
lead		300	840			37					60															0	0
mercury		17	57			1.4					2.1															0	0
molybdenum	60		75			11					15														0		0
nickel	336		420			14					17														0		0
selenium	80		100			<15					<20														0		0
zinc		2800	7500			810					910															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

0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<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 loadings at each land application site? (check applicable box)

0

- Yes
- No (10 points)
- NA. Did not exceed limits or no HQ limit applies (0 points)
- NA. 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

0

Exceedance 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?

0

- Yes(20 points)
- 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?

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
6/1/2010**

Reporting Year: 2009

Biosolids Quality and Management (Continued)

4.	Pathogen Control(per outfall):																					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <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>F</td> </tr> <tr> <td>Sample Dates:</td> <td>1/1/2009 - 12/31/2009</td> </tr> <tr> <td>Density:</td> <td>5800</td> </tr> <tr> <td>Sample Concentrator Amount:</td> <td>CFU/G TS</td> </tr> <tr> <td>Process:</td> <td>ANAER</td> </tr> <tr> <td>Process Description:</td> <td>ANAEROBIC DIGESTION AT 95 DEGREES F FOR MORE THAN 15 DAYS IN A MIXED TANK.</td> </tr> </table>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	1/1/2009 - 12/31/2009	Density:	5800	Sample Concentrator Amount:	CFU/G TS	Process:	ANAER	Process Description:	ANAEROBIC DIGESTION AT 95 DEGREES F FOR MORE THAN 15 DAYS IN A MIXED TANK.					
Outfall Number:	002																					
Biosolids Class:	B																					
Bacteria Type and Limit	F																					
Sample Dates:	1/1/2009 - 12/31/2009																					
Density:	5800																					
Sample Concentrator Amount:	CFU/G TS																					
Process:	ANAER																					
Process Description:	ANAEROBIC DIGESTION AT 95 DEGREES F FOR MORE THAN 15 DAYS IN A MIXED TANK.																					
	4.1 If exceeded Class B limit or did not meet the process criteria at the time of land application(40 Points)																					
	<p>4.1.1 Was the limit exceeded or the process criteria not met at any time?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>																					
5.	Vector Attraction Reduction(per outfall):0																					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td>002</td> </tr> <tr> <td>Method Date:</td> <td>3/25/2009</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>INJ</td> </tr> <tr> <td>Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td>002</td> </tr> <tr> <td>Method Date:</td> <td>3/25/2009</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>VSR</td> </tr> <tr> <td>Limit (if applicable):</td> <td>38</td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table>	Outfall Number:	002	Method Date:	3/25/2009	Option Used To Satisfy Requirement:	INJ	Limit (if applicable):		Results (if applicable):		Outfall Number:	002	Method Date:	3/25/2009	Option Used To Satisfy Requirement:	VSR	Limit (if applicable):	38	Results (if applicable):		
Outfall Number:	002																					
Method Date:	3/25/2009																					
Option Used To Satisfy Requirement:	INJ																					
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Results (if applicable):																						
Outfall Number:	002																					
Method Date:	3/25/2009																					
Option Used To Satisfy Requirement:	VSR																					
Limit (if applicable):	38																					
Results (if applicable):																						

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
6/1/2010**

Reporting Year: 2009

Biosolids Quality and Management (Continued)

	5.1 If the limit or criteria was exceeded at the time of land application, 40 point	0
	5.1.1 Was the limit exceeded or the process criteria not met at any time?	
	<input type="radio"/> Yes <input checked="" type="radio"/> No If yes, what action was taken? <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
6.	Biosolids Storage:0	
	6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?	0
	<input checked="" type="radio"/> >+ 180 days (0 points) <input type="radio"/> 150 - 179 days (10 points) <input type="radio"/> 120 - 149 days (20 points) <input type="radio"/> 90 - 119 days (30 points) <input type="radio"/> < 90 days (40 points) <input type="radio"/> Not Applicable (0 points)	
	6.2 If you check Not Applicable above, explain why.	
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
7.	Issues:	
	7.1 Describe any outstanding biosolids issues with treatment, use or overall mgt?	
	<div style="border: 1px solid black; padding: 5px;"> The only issue we have is the volatile solids reduction test before we hauled. We run this test throughout the year and have excellent reduction. We believe that the sample we pulled this year was not a good representative sample of the sludge in the storage tank. </div>	

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Staffing and Preventative Maintenance (All Treatment Plants)

Questions		Points
1.	Was your wastewater treatment plant adequately staffed last year? <input checked="" type="radio"/> Yes <input type="radio"/> No If No, please describe: <input style="width: 100%; height: 20px;" type="text"/> Could use more help/staff for: <input style="width: 100%; height: 20px;" type="text"/>	
2.	Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? <input checked="" type="radio"/> Yes <input type="radio"/> No. Explain <input style="width: 100%; height: 20px;" type="text"/>	
3.	Did your plant have a <u>documented AND implemented</u> plan for preventative maintenance on major equipment items? <input checked="" type="radio"/> Yes (Continue with questions below) <input type="radio"/> No (40 points and go to question 6) If No, explain: <input style="width: 100%; height: 20px;" type="text"/>	0
4.	Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points)	0
5.	Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? <input checked="" type="radio"/> Yes <input type="radio"/> (Paper file system) <input type="radio"/> (Computer program) <input checked="" type="radio"/> (Both Paper and Computer) <input type="radio"/> No (10 points)	0
6.	Did your plant have a detailed O&M Manual that was used as a reference when needed? <input checked="" type="radio"/> Yes <input type="radio"/> No	
7.	Rate the overall maintenance of your wastewater plant. <input checked="" type="radio"/> Excellent	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility	Last Updated: 5/24/2010	Reporting Year: 2009
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Staffing and Preventative Maintenance (All Treatment Plants) (Continued)

	<input type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor	
	Describe your rating: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> We do not have major down time with our equipment that could effect treatment. We follow our O&M's with work orders. </div>	

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/24/2010**

Reporting Year: 2009

Operator Certification and Education

	Questions	Points
1.	<p>Did you have a designated operator-in-charge during the report year?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p> <p>Name: <input style="width: 500px;" type="text" value="BRIAN G ERICKSON"/></p> <p>Certification No: <input style="width: 500px;" type="text" value="28016"/></p>	0
2.	<p>In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required: <input style="width: 500px;" type="text" value="4 - ACEFGIJ; A - PRIMARY SETTLING; C - ACTIVATED SLUDGE; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY"/></p> <p>Held: <input style="width: 500px;" type="text" value="4 - ACEFGIJ; 4 - A=PRIMARY SETTLING GRADE 4; C=ACTIVATED SLUDGE GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4"/></p>	
3.	<p>Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p>	0
4.	<p>In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation & maintenance of the plant that includes one or more of the following options (check all that apply):</p> <p> 4.1 <input checked="" type="checkbox"/> one or more additional certified operators on staff 4.2 <input type="checkbox"/> an arrangement with another certified operator 4.3 <input type="checkbox"/> an arrangement with another community with a certified operator 4.4 <input type="checkbox"/> an operator on staff who has an operator-in-training certificate for your plant and is expected be certified within one year 4.5 <input type="checkbox"/> a consultant to serve as your certified operator 4.6 <input type="checkbox"/> None of the above (20 points) </p> <p>Explain: <input style="width: 500px;" type="text" value="We have two other certified 4 operators that work at the plant that can take over the operations."/></p>	0

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility	Last Updated: 5/24/2010	Reporting Year: 2009
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Operator Certification and Education (Continued)

5.	If you had a designated operator-in-charge, was the operator-in-charge earning continuing education credits at the following rates?	
	Grades T, 1, and 2: <input type="radio"/> Averaging 6 or more CEUs per year <input type="radio"/> Averaging less than 6 CEUs per year Grades 3 and 4: <input checked="" type="radio"/> Averaging 8 or more CEUs per year <input type="radio"/> Averaging less than 8 CEUs per year Not applicable: <input type="radio"/> See Question 1.	

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Financial Management

	Questions	Points
1.	Person Providing This Financial Information Name: <input style="width: 450px;" type="text" value="Kim Jennings"/> Telephone: <input style="width: 450px;" type="text" value="(608) 877-7415"/> E-Mail Address(optional): <input style="width: 450px;" type="text"/>	
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ? <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) If No, please explain: <input style="width: 550px; height: 25px;" type="text"/>	0
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2007 <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility)	0
4.	Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points)	0
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)		
5.	Equipment Replacement Funds	
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2008 <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: <input style="width: 550px; height: 25px;" type="text"/>	0
	5.2 What amount is in your Replacement Fund? <div style="text-align: center;">Equipment Replacement Fund Activity</div>	
	5.2.1 Ending Balance Reported on Last Year's CMAR: \$1,274,000.00 5.2.2 Adjustments + \$0.00 if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) 5.2.3 Adjusted January 1st Beginning Balance \$1,274,000.00	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility	Last Updated: 5/26/2010	Reporting Year: 2009
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Financial Management (Continued)

5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.)	+	\$9,311.78
5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*.)	-	\$0.00
5.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$1,283,311.78
<p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

5.3 What amount should be in your replacement fund? \$1,058,602.18

(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 HELP option button.)

5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?

Yes

No Explain:

6. Future Planning

6.1 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 Description	Estimated Cost	Approximate Construction Year
Phase II Ammonia Removal Project: This project might be permit driven and will include additional aeration and anaerobic tanks along with new blowers.	\$2,600,000.00	2014
2011 Sanitary Sewer Improvement Project: Replace 8 manholes and 900 feet of sanitary sewer mains. Line aprox 4000 feet of sanitary sewer mains.	\$600,735.00	2011
Dunkirk Park siphon and sewer main, Garden Av viaduct sewer main and 4000 feet of sewer lining.	\$528,810.00	2012
SCADA upgrade and enhancements.	\$186,430.00	2011
West St sewer project. Lining project 4000 feet.	\$397,000.00	2013
S.Page St sewer project and lining project.	\$255,000.00	2014
Academy St sewer main project and lining project.	\$440,000.00	2015
Vernon St sewer main projects	\$348,000.00	2016
Phase II Vernon St project and South St project.	\$720,000.00	2017
Additional sludge storage tank project. South St sewer project.	\$1,045,000.00	2018

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Financial Management (Continued)

	Page St sewer project	\$170,000.00	2019	
	Phosphorus Reduction Project.	\$6,700,000.00	2020	
7.	Financial Management General Comments:			
	<div style="border: 1px solid black; width: 600px; height: 20px; margin: 0 auto;"></div>			

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems

	Questions	Points
1.	<p>Do you have a Capacity, Management, Operation & Maintenance(CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2.	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3.	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Goals: Describe the specific goals you have for your collection system: <div style="border: 1px solid black; padding: 5px; margin-left: 20px;"> Sump Pump inspections, lining sanitary sewers, replacing sewers, replacing manholes, televising sewers, annual cleaning program and engineering study every five years to assist us with future projects. We had study completed in 2009. </div> <input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ownership and governing body description <input checked="" type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input checked="" type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY 4-8-2008 <input checked="" type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input checked="" type="checkbox"/> Private lateral inspections/repairs <input checked="" type="checkbox"/> Service and management agreements <input type="checkbox"/> Maintenance Activities: details in Question 4 <input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly? <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/> Others: 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <p><input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <p><input checked="" type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input checked="" type="checkbox"/> Special Studies Last Year(check only if applicable):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input checked="" type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input checked="" type="checkbox"/> Lift Station Evaluation Report <input type="checkbox"/> Others: 	
4.	<p>Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:</p>	
	<p>Cleaning 95 % of system/year</p> <p>Root Removal 10 % of system/year</p> <p>Flow Monitoring 0 % of system/year</p> <p>Smoke Testing 0 % of system/year</p> <p>Sewer Line Televising 30 % of system/year</p>	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

Manhole Inspections % of system/year

Lift Station O&M # per L.S./year

Manhole Rehabilitation % of manholes rehabed

Mainline Rehabilitation % of sewer lines rehabed

Private Sewer Inspections % of system/year

Private Sewer I/I Removal % of private services

Please include additional comments about your sanitary sewer collection system below:

We lined 3,659 feet of sewers, replaced around 1,000 feet of sewers and 10 manholes. We will continue to replace and line sewers as outlined in our 10 year captial improvement projects.

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

Total Actual Amount of Precipitation Last Year

Annual Average Precipitation (for your location)

Miles of Sanitary Sewer

Number of Lift Stations

Number of Lift Station Failure

Number of Sewer Pipe Failures

Number of Basement Backup Occurrences

Number of Complaints

Average Daily Flow in MGD

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

Last Updated:
5/26/2010

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<input type="text" value="1.715"/>	Peak Monthly Flow in MGD(if available)	
	<input type="text"/>	Peak Hourly Flow in MGD(if available)	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<p>NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 25%;">Cause</th> <th style="width: 20%;">Estimated Volume (MG)</th> </tr> </thead> <tbody> <tr> <td colspan="4">NONE REPORTED</td> </tr> </tbody> </table> <p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>	Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED				0
Date	Location	Cause	Estimated Volume (MG)							
NONE REPORTED										
	<p>PERFORMANCE INDICATORS</p> <p><input style="width: 50px;" type="text" value="0.00"/> Lift Station Failures(failures/ps/year)</p> <p><input style="width: 50px;" type="text" value="0.07"/> Sewer Pipe Failures(pipe failures/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.00"/> Sanitary Sewer Overflows (number/sewer mile/yr)</p> <p><input style="width: 50px;" type="text" value="0.02"/> Basement Backups(number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="0.26"/> Complaints (number/sewer mile)</p> <p><input style="width: 50px;" type="text" value="1.2"/> Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</p> <p><input style="width: 50px;" type="text" value="0.0"/> Peaking Factor Ratio(Peak Hourly:Annual daily Average)</p>									
6.	<p>Was infiltration/inflow(I/I) significant in your community last year?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
7.	<p>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?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>									
8.	<p>Explain any infiltration/inflow(I/I) changes this year from previous years?</p>									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

**Last Updated:
5/26/2010**

Reporting Year: 2009

Sanitary Sewer Collection Systems (Continued)

	<p>We have been lining sewers for five years and replacing manholes and sewer mains for the past 15 years. We have noticed that our flows have not increased but have stablized and even decreased over the year.</p>	
9.	<p>What is being done to address infiltration/inflow in your collection system?</p>	
	<p>We continue to line sewers, We created a database for sump pump inspections that we are using. Replacing sewers and manholes. We are televising sewers to determine areas that need to be replaced or lined.</p>	

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

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility Last Updated: Reporting Year: 2009

WPDES No.0020338

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings	F	0.0	3	0
Effluent Quality BOD	A	4.0	10	40
Effluent Quality TSS	A	4.0	5	20
Effluent Quality P	A	4.0	3	12
Algaloids Map	A	4.0	5	20
Prev. Maintenance Staffing	A	4.0	1	4
Operators Certification	A	4.0	1	4
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			32	116
GRADE POINT AVERAGE(GPA)=3.63		3.63		

Notes:

- A = Voluntary Range
- B = Voluntary Range
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Stoughton Wastewater Treatment Facility

Last Updated:

Reporting Year: 2009

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
RESOLUTION NUMBER	
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=F	
In 2007 the plant completed a hydraulic upgrade. The expansion of the organic loading capacity will be evaluated when we receive our WPDES permit. The schedule for the organic project will be determined when the permit is issued. It is important to note that we are meeting our monthly effluent limits effectively.	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
We took down one digester to clean and work on mixing equipment. Our lab results indicated we were meeting the vector attraction reduction. We will use an additional lab to determine the results for 2010. It is important to note that we have not had any issues with the vector attraction in the past.	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=A	
Collection Systems: Grade=A	
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. = 3.63	



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010

To: Stoughton Utilities Committee

From: Kim M. Jennings, CPA
Stoughton Utilities Finance and Administrative Manager

Subject: Stoughton Utilities Bad Debt Account Write-Offs through May 31, 2010.

The following accounts totaling \$23,265.30 are requested to be written off as uncollectible as of May 31, 2010.

The attached delinquent balances are from bankruptcy filings or unsuccessful collection efforts of at least six months in duration. The accompanying list indicates the account balances determined to be uncollectible and the reason for the proposed write-offs. These accounts will be listed in our "bad account" file. If and when customers that return to our service territory have previously incurred a bad debt on their account, we require a deposit to insure payment for future service. Where the write-off did not result from a bankruptcy, we will also insist on payment of the old balance as a condition of receiving service.

We are requesting that the Utilities Committee approve the Stoughton Utilities Bad Debt Account Write-offs through May 31, 2010 and recommend the Common Council approve the write-offs on June 22, 2010.

Encl.

cc: Brian R. Hoops – Stoughton Utilities Office and Information Systems Supervisor

Sean O Grady - Stoughton Utilities Operations Superintendent

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

Enecia G. Sabroff - Stoughton Utilities Accounts Receivable Technician

Shannon Gunsolus - Stoughton Utilities Account Specialist



Office 608-873-3379
Fax 608-873-4878
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Write Off Customer List

June 2010

Excel/acctshared/monthend/write offs 2010

7410	9/30/2005	Christian Devoe	\$ 145.44	Collections
7492	11/8/2006	Country Kitchen	744.48	Collections
7535	4/17/2006	Michael Wiltzius	216.31	Collections
7557	5/6/2006	Paul Larson	159.60	Collections
7588	6/12/2006	Gene Alan Coplien	390.88	Collections
7619	7/25/2006	Art Webb	145.42	Collections
7676	10/16/2006	Nick Ramsden	168.01	Collections
7829	7/17/2007	Josh & Jacob Aaroen	129.18	Collections
7831	7/17/2007	Clarence Severson	131.76	Collections
7836	7/27/2007	R&R Development	235.12	Collections
7889	8/24/2007	Trees on Wheels	272.04	Collections
7912	8/31/2007	Triple - E	349.82	Bankruptcy
7926	10/11/2007	David Langston	64.46	Collections
7963	12/31/2007	Nelson contractors	108.69	Collections
7964	12/31/2007	Triple - E	314.24	Bankruptcy
7981	1/24/2008	Triple - E	1,698.35	Bankruptcy
7982	1/24/2008	Triple - E	2,658.54	Bankruptcy
8039	5/19/2008	Amanda Dawn James	89.21	Collections
1663-11	12/18/2008	Rachel Meyer	121.20	Estate closed-deceased
3788-13	5/10/2009	Richard Smithback	2,472.46	Bankruptcy
3789-13	5/10/2009	Richard Smithback	926.52	Bankruptcy
3789-14	5/10/2009	Richard Smithback	52.58	Bankruptcy
4014-17	6/26/2009	Curtis Arnoldi	300.91	Bankruptcy
4161-10	6/10/2009	Rhonda Bunyan	917.71	Bankruptcy
4161-11	6/10/2009	Rhonda Bunyan	299.89	Bankruptcy
4406-16	9/11/2009	Mary Stassi	1,539.27	Bankruptcy
4406-17	9/11/2009	Mary Stassi	105.82	Bankruptcy
4406-18	9/11/2009	Mary Stassi	63.78	Bankruptcy
4973-13	7/21/2009	Lori Standard	434.30	Bankruptcy
5431-11	8/31/2009	Terri Wolf	611.56	Bankruptcy
5863-11	3/20/2008	Curtis Wilder	679.81	Bankruptcy
6864-10	11/25/2009	Chris Litzkow	143.31	Bankruptcy
6906-11	4/1/2008	Robert Gawel	1,005.13	Bankruptcy
7291-11	9/2/2009	Edward Thayer	82.15	Rural uncollectable
7466-22	4/8/2009	Juan Rata	452.31	PPS Collections
7504-10	6/26/2009	Jerry Mclellan	109.16	PPS Collections
7619-12	3/18/2008	Alan Kinney	42.50	Rural uncollectable
8374-10	5/1/2008	Erfurth body Shop	151.20	Collections
8665-10	4/24/2008	Joan Shaw	352.59	Bankruptcy
8684-10	9/10/2008	Don Campbell	486.06	Collections
8708-10	1/30/2009	Lorraine Eastman	482.52	PPS Collections
8754-10	10/15/2009	Susan Seibel	111.15	Bankruptcy
8755-10	7/14/2008	Vernon Skjolaas	316.60	Collections
8898-16	6/3/2008	Cerissa Chaney	163.76	Collections
8898-17	10/2/2008	Michael Bechtolt	194.21	Collections
9240-12	2/3/2008	Gregory Strandlie	495.80	Bankruptcy
9365-12	1/31/2008	Kevin Drake	117.21	PPS Collections
9369-10	8/8/2007	Kevin Heitke	448.17	Collections
9369-12	7/24/2008	Shawn Aspero	274.57	Collections
9700-10	8/22/2007	Castle Condo Assoc	1,289.54	Per Attorney Haas
Total			\$ 23,265.30	

Supervisor Signature: _____

Date: _____



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Kim M. Jennings, CPA
Stoughton Utilities Finance and Administrative Manager
Subject: Stoughton Utilities Electric to Water Inter-fund Loan

Staff has reviewed financing options for planned water utility capital improvements through 2012. Improvements include the water main connection to the new east tower (2010) and water main replacements on Main Street (2011) and Eighth Street (2012).

We believe the best option available is to transfer \$1,000,000 of electric utility unrestricted funds to the water utility. This transaction would be classified as an "inter-fund" loan and will be included on the financial statements of both electric and water utilities. The attached document shows the debt service requirements for the water utility. The loan will be paid back to the electric utility over a period of seven years at an interest rate of 2.4%. The interest rate is similar to the current rate for WI Safe Drinking Water Loan Program funding.

We are requesting that the Utilities Committee approve the Stoughton Utilities Electric to Water Inter-fund Loan of \$1,000,000.

Encl.

cc: Sean O Grady - Stoughton Utilities Operations Superintendent

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



Office 608-873-3379
Fax 608-873-4878
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Stoughton Utilities
Interfund Loan Electric to Water

Rate		2.40%
Periods (Yrs)		7
Loan Value	\$	1,000,000.00
Debt Service	\$	156,896.53

	Mid-Year Principal Payment June 1	Mid-Year Interest Payment June 1	End of Year Interest Payment	Total Annual Debt Service	Principal Balance
2010	-	-	12,000.00	12,000.00	1,000,000.00
2011	132,896.53	12,000.00	10,405.24	155,301.77	867,103.47
2012	136,086.05	10,405.24	8,772.21	155,263.50	731,017.42
2013	139,352.11	8,772.21	7,099.98	155,224.31	591,665.31
2014	142,696.56	7,099.98	5,387.62	155,184.17	448,968.74
2015	146,121.28	5,387.62	3,634.17	155,143.08	302,847.46
2016	149,628.19	3,634.17	1,838.63	155,100.99	153,219.27
2017	153,219.27	1,838.63	-	155,057.90	(0.00)
	\$ 1,000,000.00	\$ 49,137.86	\$ 49,137.86	\$ 1,098,275.72	



Stoughton Utilities

600 South Fourth Street
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Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010

To: Stoughton Utilities Committee

From: Brian R. Hoops - Stoughton Utilities Office and Information Systems Supervisor
Robert P. Kardasz, P.E. - Stoughton Utilities Director

Subject: Stoughton Utilities RoundUp Program.

On February 20, 2006, the Stoughton Utilities Committee approved the RoundUp Program for our customers. Under this program, when a Stoughton Utilities customer voluntarily enrolls, they agree to "roundUp" their utilities bill to the next highest dollar amount. A summary of the tax-deductible contribution is provided on the customer bill each January. Each of the current 429 program participants will contribute about \$6.00 per year, and funds will be raised each year to be awarded by the Stoughton Utilities Committee bi-annually to qualifying applicants that register with us to allow our customers to support local charities, and individuals. On July 14, 2008, the Stoughton Utilities Committee established the following additional qualifying criteria: Qualifying applicants include individuals providing community service, community service organizations, organizations providing disaster relief, educational organizations, organizations providing service to youth, and advocates for the environment; such applicants must apply or reapply annually in writing; and such applicants may only be eligible as a recipient once each calendar year.

Past recipients of funds include:

- Friends of the Stoughton Area Youth Center - \$1,000 - June 18, 2007
- Friends of the Stoughton Area Youth Center - \$550 - December 14, 2007
- Shalom Holistic Health Services - \$550 - January 14, 2008
- American Legion Post 59 - \$1,100 - June 16, 2008
- Stoughton Wellness Coalition - \$1,100 - December 15, 2008
- Martin Luther Christian School - \$1,100 - July 20, 2009
- Friends of the Stoughton Area Youth Center - \$1,100 - February 15, 2010

Qualifying applications for 2010 are enclosed from the following candidates:

- American Legion Post 59
- Shalom Holistic Health Services
- Stoughton Wellness Coalition
- Pumpkin Patch Preschool, Inc.

It is requested that the Stoughton Utilities Committee donate \$1,100 to the applicant(s) of your choice at the June 15, 2010 Meeting.



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com





Stoughton Utilities

600 South Fourth Street

P.O. Box 383

Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010

To: Stoughton Utilities Committee

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

Subject: Stoughton Utilities 2010 Budget Discussion.

At the May 17, 2010 Stoughton Utilities Committee, this item was placed on the agenda for the June 15, 2010 meeting.

cc: Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379

Fax 608-873-4878

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Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010

To: Stoughton Utilities Committee

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

Subject: Stoughton Utilities Committee Governance.

Mayor Donna Olson has requested that this information from recent Stoughton Utilities Committee Meetings be provided for discussion:

- November 16, 2009 Stoughton Utilities Committee meeting packet information.
- November 16, 2009 meeting minutes.
- December 14, 2009 meeting packet information.
- December 14, 2009 meeting minutes.
- January 11, 2010 meeting packet information.
- January 11, 2010 meeting minutes.
- February 15, 2010 meeting packet information.
- February 15, 2010 meeting minutes.

Encl.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379
Fax 608-873-4878
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Stoughton Utilities

600 South Fourth Street

P.O. Box 383

Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Needs Since 1886

Date: November 12, 2009
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Governance.

Aldersperson Carl Chenoweth has requested that this item be placed on the Stoughton Utilities Committee agenda. City Attorney Matthew Dregne has been scheduled to address this matter.

Encl.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379

Fax 608-873-4878

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Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: November 12, 2009
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Governance.

Aldersperson Carl Chenoweth has requested that this item be placed on the Stoughton Utilities Committee agenda. City Attorney Matthew Dregne has been scheduled to address this matter.

MORE INFORMATION IS COMING FROM CITY ATTORNEY DREGNE.

Encl.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com

66.0729 MUNICIPAL LAW

(6) This section does not preclude a city, village or town from using any other lawful method to compel a railroad corporation to pay its proportionate share of a street, alley or public highway improvement.

History: 1977 c. 72; 1993 a. 246; 1999 a. 150 ss. 210, 555, 556, 558, 560; Stats. 1999 s. 66.0729.

66.0731 Reassessment of invalid condemnation and public improvement assessments. (1) If in an action, other than an action under s. 66.0703 (12), involving a special assessment, special assessment certificate, bond or note or tax certificate based on the special assessment, the court determines that the assessment is invalid for any cause, it shall stay all proceedings, frame an issue and summarily try the issue and determine the amount that the plaintiff justly ought to pay or which should be justly assessed against the property in question. That amount shall be ordered to be paid into court for the benefit of the parties entitled to the amount within a fixed time. Upon compliance with the order judgment shall be entered for the plaintiff with costs. If the plaintiff fails to comply with the order the action shall be dismissed with costs.

(2) If the common council, village board or town board determines that any special assessment is invalid for any reason, it may reopen and reconsider the assessment as provided in s. 66.0703 (10).

History: 1983 a. 532; 1987 a. 378; 1999 a. 150 s. 547; Stats. 1999 s. 66.0731.

66.0733 Repayment of assessments in certain cases. If a contract for improvements entered into by a governmental unit authorized to levy special assessments is declared void by a court of last resort, the governing body may provide that all persons who have paid all or any part of any assessment levied against the abutting property owners because of the improvement may be reimbursed the amount of the assessment, paid from the fund, that the governing body determines. This section applies to contracts for improvements that are void for any of the following reasons:

(1) There was insufficient authority to make the contract.

(2) The contract was made contrary to a prohibition against contracting in other than a specified way.

(3) The contract was prohibited by statute.

History: 1993 a. 246; 1999 a. 150 s. 501; Stats. 1999 s. 66.0733.

SUBCHAPTER VIII

PUBLIC UTILITIES

66.0801 Definitions; effect on other authority. (1) In this subchapter:

(a) "Municipal public utility" means a public utility owned or operated by a city, village or town.

(b) "Public utility" has the meaning given in s. 196.01 (5).

(2) Sections 66.0803 to 66.0825 do not deprive the office of the commissioner of railroads, department of transportation or public service commission of any power under ss. 195.05 and 197.01 to 197.10 and ch. 196.

History: 1999 a. 150.

66.0803 Acquisition of public utility or bus transportation system. (1) (a) A town, village or city may construct, acquire or lease any plant and equipment located in or outside the municipality, including interest in or lease of land, for furnishing water, light, heat or power, to the municipality or its inhabitants; may acquire a controlling portion of the stock of any corporation owning private waterworks or lighting plant and equipment; and may purchase the equity of redemption in a mortgaged or bonded waterworks or lighting system, including cases where the municipality in the franchise has reserved right to purchase. The character or duration of the franchise, permit or grant under which any public utility is operated does not affect the power to acquire the public utility under this subsection. Two or more public utilities

owned by the same person or corporation, or 2 or more public utilities subject to the same lien or charge, may be acquired as a single enterprise. The board or council may agree with the owner or owners of any public utility or utilities on the value of the utility or utilities and may contract to purchase or acquire at that value, upon those terms and conditions mutually agreed upon between the board or council and the owner or owners.

(b) A resolution, specifying the method of payment and submitting the question to a referendum, shall be adopted by a majority of all the members of the board or council at a regular meeting, after publication at least one week previous in the official paper.

(c) The notice of the referendum shall include a general statement of the plant and equipment proposed to be constructed, acquired or leased and of the manner of payment.

(d) Referenda under this section may not be held oftener than once a year, except that a referendum held for the acquisition, lease or construction of any of the types of property enumerated in par. (a) does not bar the holding of one referendum in the same year for the acquisition and operation of a bus transportation system by the municipality.

(e) The provisions of pars. (b) to (d) do not apply to the acquisition of any plant, equipment or public utility for furnishing water service when the plant, equipment or utility is acquired by the municipality by dedication or without monetary or financial consideration. After a public utility is constructed, acquired or leased under this subsection, pars. (b) to (d) do not apply to any subsequent construction, acquisition or lease in connection with that public utility.

(2) (a) A city, village or town may by action of its governing body and with a referendum vote provide, acquire, own, operate or engage in a municipal bus transportation system where no existing bus, rail or other local transportation system exists in the municipality. A city, village or town in which there exists any local transportation system by similar action and referendum vote may acquire, own, operate or engage in the operation of a municipal bus transportation system upon acquiring the local transportation system by voluntary agreement with the owners of the system, or pursuant to law, or upon securing a certificate from the department of transportation under s. 194.23.

(b) A street motor bus transportation company operating pursuant to ch. 194 shall, by acceptance of authority under that chapter, be deemed to have consented to a purchase of its property actually used and useful for the convenience of the public by the municipality in which the major part of the property is situated or operated.

(c) A city, village or town providing or acquiring a motor bus transportation system under this section may finance the construction or purchase in any manner authorized for the construction or purchase of a public utility.

History: 1977 c. 29 s. 1654 (9) (f); 1981 c. 347 ss. 13, 80 (2); 1985 a. 187; 1993 a. 16, 246; 1999 a. 150 ss. 172 to 174; Stats. 1999 s. 66.0803.

This section is not a restriction upon the authority granted to the department of natural resources by s. 144.025 (2) (r) [now s. 281.19 (5)] to order the construction of a municipal water system, but constitutes merely an alternative by which a municipality may voluntarily construct or purchase a water utility. Village of Sussex v. DNR, 68 Wis. 2d 187, 228 N.W.2d 173 (1975).

Section 66.065 [now s. 66.0803], which requires a municipality to obtain voter approval through a referendum prior to the construction or acquisition of a waterworks, does not apply when a municipality is ordered to construct a public water supply system pursuant to s. 144.025 (2) (r) [now s. 281.19 (5)]. 60 Atty. Gen. 523.

66.0805 Management of municipal public utility by commission. (1) Except as provided in sub. (6), the governing body of a city shall, and the governing body of a village or town may, provide for the nonpartisan management of a municipal public utility by creating a commission under this section. The board of commissioners, under the general control and supervision of the governing body, shall be responsible for the entire management of and shall supervise the operation of the utility. The governing body shall exercise general control and supervision of the commission by enacting ordinances governing the commission's operation. The board shall consist of 3, 5 or 7 commissioners.

Text from the 2007-08 Wis. Stats. database updated by the Legislative Reference Bureau. Only printed statutes are certified under s. 35.18 (2), stats. Statutory changes effective prior to 1-1-09 are printed as if currently in effect. Statutory changes effective on or after 1-1-09 are designated by NOTES. Report errors at (608) 266-3581, FAX 264-6948, <http://www.legis.state.wi.us/rsb/stats.html>

(2) The commissioners shall be elected by the governing body for a term, beginning on the first day of October, of as many years as there are commissioners, except that the terms of the commissioners first elected shall expire successively one each year on each succeeding first day of October.

(3) The commission shall choose a president and a secretary from its membership. The commission may appoint and establish the compensation of a manager. The commission may command the services of the city, village or town engineer and may employ and fix the compensation of subordinates as necessary. The commission may make rules for its proceedings and for the government of the department. The commission shall keep books of account, in the manner and form prescribed by the department of transportation or public service commission, which shall be open to the public.

(4) (a) The governing body of the city, village or town may provide that departmental expenditures be audited by the commission, and if approved by the president and secretary of the commission, be paid by the city, village or town clerk and treasurer as provided by s. 66.0607; that the utility receipts be paid to a bonded cashier appointed by the commission, to be turned over to the city, village or town treasurer at least once a month; and that the commission have designated general powers in the construction, extension, improvement and operation of the utility. Actual construction work shall be under the immediate supervision of the board of public works or corresponding authority.

(b) If water mains have been installed or extended in a municipality and the cost of installation or extension has been in some instances assessed against the abutting owners and in other instances paid by the municipality or a utility, the governing body of the municipality may provide that all persons who paid the assessment against any lot or parcel of land may be reimbursed the amount of the assessment regardless of when such assessment was made or paid. Reimbursement may be made from such funds or earnings of the municipal utility or from such funds of the municipality as the governing body determines.

(5) Two or more public utilities acquired as a single enterprise may be operated under this section as a single enterprise.

(6) In a 2nd, 3rd or 4th class city, a village or a town, the council or board may provide for the operation of a public utility or utilities by the board of public works or by another officer or officers, in lieu of the commission provided for in this section.

History: 1977 c. 29 s. 1654 (9) (g); 1981 c. 347 s. 80 (2); 1983 a. 207 ss. 23, 93 (1); 1983 a. 538; 1993 a. 16, 246; 1999 a. 150 ss. 179, 181, 183, 236; Stats. 1999 s. 66.0805.

When a city council creates a board under sub. (1), the council is prohibited by sub. (3) from fixing the wages of the utility's employees. *Schroeder v. City of Clintonville*, 90 Wis. 2d 457, 280 N.W.2d 166 (1979).

66.0807 Joint operation of public utility or public transportation system. (1) In this section, "privately owned public utility" includes a cooperative association organized under ch. 185 or 193 for the purpose of producing or furnishing utility service to its members only.

(2) A city, village or town served by a privately owned public utility, motor bus or other systems of public transportation rendering local service may contract with the owner of the utility or system for the leasing, public operation, joint operation, extension and improvement of the utility or system by the municipality; or, with funds loaned by the municipality, may contract for the stabilization by municipal guaranty of the return upon or for the purchase by installments out of earnings or otherwise of that portion of the public utility or system which is operated within the municipality and any territory immediately adjacent and tributary to the municipality; or may contract for the accomplishment of any object agreed upon between the parties relating to the use, operation, management, value, earnings, purchase, extension, improvement, sale, lease or control of the utility or system property. The provisions of s. 66.0817 relating to preliminary agreement and approval by the department of transportation or public service

commission apply to the contracts authorized by this section. The department of transportation or public service commission shall, when a contract under this section is approved by it and consummated, cooperate with the parties in respect to making valuations, appraisals, estimates and other determinations specified in the contract to be made by it.


History: 1977 c. 29 s. 1654 (9) (g); 1981 c. 347 s. 80 (2); 1985 a. 187; 1993 a. 16, 246; 1999 a. 150 ss. 171, 237; Stats. 1999 s. 66.0807; 2005 a. 441.

66.0809 Municipal public utility charges. (1) Except as provided in sub. (2), the governing body of a town, village or city operating a public utility may, by ordinance, fix the initial rates and shall provide for this collection monthly, bimonthly or quarterly in advance or otherwise. The rates shall be uniform for like service in all parts of the municipality and shall include the cost of fluorinating the water. The rates may include standby charges to property not connected but for which public utility facilities have been made available. The charges shall be collected by the treasurer or other officer or employee designated by the city, village or town.

(2) If, on June 21, 1996, it is the practice of a governing body of a town, village or city operating a public utility to collect utility service charges using a billing period other than one permitted under sub. (1), the governing body may continue to collect utility service charges using that billing period.

(3) Except as provided in subs. (4) and (5), on October 15 in each year notice shall be given to the owner or occupant of all lots or parcels of real estate to which utility service has been furnished prior to October 1 by a public utility operated by a town, city or village and payment for which is owing and in arrears at the time of giving the notice. The department in charge of the utility shall furnish the treasurer with a list of the lots or parcels of real estate for which utility service charges are in arrears, and the notice shall be given by the treasurer, unless the governing body of the city, village or town authorizes notice to be given directly by the department. The notice shall be in writing and shall state the amount of arrears, including any penalty assessed pursuant to the rules of the utility; that unless the amount is paid by November 1 a penalty of 10 percent of the amount of arrears will be added; and that unless the arrears, with any added penalty, are paid by November 15, the arrears and penalty will be levied as a tax against the lot or parcel of real estate to which utility service was furnished and for which payment is delinquent. The notice may be served by delivery to either the owner or occupant personally, or by letter addressed to the owner or occupant at the post-office address of the lot or parcel of real estate. On November 16 the officer or department issuing the notice shall certify and file with the clerk a list of all lots or parcels of real estate, giving the legal description, for which notice of arrears was given and for which arrears remain unpaid, stating the amount of arrears and penalty. Each delinquent amount, including the penalty, becomes a lien upon the lot or parcel of real estate to which the utility service was furnished and payment for which is delinquent, and the clerk shall insert the delinquent amount and penalty as a tax against the lot or parcel of real estate. All proceedings in relation to the collection of general property taxes and to the return and sale of property for delinquent taxes apply to the tax if it is not paid within the time required by law for payment of taxes upon real estate. Under this subsection, if an arrearage is for utility service furnished and metered by the utility directly to a manufactured home or mobile home unit in a licensed manufactured and mobile home community, the notice shall be given to the owner of the manufactured home or mobile home unit and the delinquent amount becomes a lien on the manufactured home or mobile home unit rather than a lien on the parcel of real estate on which the manufactured home or mobile home unit is located. A lien on a manufactured home or mobile home unit may be enforced using the procedures under s. 779.48 (2). This subsection does not apply to arrearages collected using the procedure under s. 66.0627. In this subsection,

To Mayor Jim Griffin
Common Council
Robert Kardasz, Utilities Director
Laurie Sullivan, Finance Director/Treasurer

From Matt Dregne, City Attorney 

Date November 13, 2009

Re Options for Management of Stoughton Utilities

As requested by the City, I write to discuss several issues relating to the legal framework for management and control of the City's electric, water and wastewater utilities. Wisconsin law provides a number of options the City may choose among to manage its utilities. This memorandum discusses those options, and describes the division of management authority that exists between the common council and a utility commission or other utility managing entity. In my review, I have determined that there was a technical defect relating to the creation of the utilities committee to manage the utilities. I recommend that the City carefully consider, adopt and implement the lawful management structure it deems most appropriate.

I. MANAGEMENT OF THE CITY'S UTILITIES UNDER WISCONSIN LAW.

- A. *The City's Utilities May Be Managed by a Nonpartisan Commission, or By the Board of Public Works, or by Another Officer or Officers, Including the City Council.*

The Wisconsin legislature has established the City's options for managing the City's utilities. The applicable statutes provide as follows:

Except as provided in sub. (6), the governing body of a city shall ... provide for the nonpartisan management of a public utility by creating a commission under this section. The board of commissioners, under the general control and supervision of the governing body, shall be responsible for the entire management of and shall supervise the operation of the utility. The governing

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Madison Office

222 West Washington Avenue, Suite 900
P.O. Box 1784
Madison, Wisconsin
53701-1784

608.256.0226
888.655.4752
Fax 608.259.2600
www.staffordlaw.com

Metro Milwaukee Office

325 North Corporate Drive
Suite 190
Brookfield, Wisconsin
53045-5801

262.439.2888
888.655.4752
Fax 262.794.0307
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body shall exercise general control and supervision of the commission by enacting ordinances governing the commission's operation. Wis. Stat. § 66.0805(1).

* * *

In a 2nd, 3rd or 4th class city ... the council ... may provide for the operation of a public utility or utilities by the board of public works or by another officer or officers, in lieu of the commission provided for in this section. Wis. Stat. § 66.0805(6).

A city with a population between 10,000 and 39,000, such as Stoughton, is a city of the 3rd class. The common council therefore may provide for management of the City's utilities by a nonpartisan commission, or may provide for the operation of the City's utilities by the board of public works, or by one or more officers of the City. The common council could also provide that it would manage one or more of the City's utilities, either by constituting itself as the board of public works, or by designating the members of the common council as the officers responsible for operating the utilities. See: Wis. Stat. § 62.14(1) (relating to board of public works); Wis. Stat. § 62.09(1) (enumerating city officers); and *Rice Lake v. United States F. & G. Co.*, 216 Wis. 1 (1934) (common council as board of public works).

B. *A Commission Has Substantial Authority and Autonomy to Manage the Utilities, But Is Ultimately Subordinate to the Common Council. A Board of Public Works, or Another Officer or Officers Authorized to Operate the Utilities, Would Likely Have the Same Authority and Autonomy That a Commission Would Have.*

Under the statutes, a commission "shall be responsible for the entire management of and shall supervise the operation of the utility." Under the same statute, the common council may exercise "general control and supervision" of the commission. The common council is required to exercise its general control and supervision of the commission "by enacting ordinances governing the commission's operation." Wis. Stat. § 66.0805(1).

In addition to this general division of authority, the statutes expressly empower the commission to appoint and establish the compensation of a manager, and to "employ and fix the compensation of subordinates as necessary." The Wisconsin Supreme Court has recognized that a commission has the authority to establish wages for utility employees. *Schroeder v. City of Clintonville*, 90 Wis. 2d 457 (1979).

The *Clintonville* case is currently the only case that provides guidance regarding the division of authority between a commission and a common council, and that case is limited to the question of establishing wages. To the extent a common council intervenes in particular decisions relating to the management and operation of a commission-managed utility, the council risks exceeding its authority. On the other hand, the scope of

a commission's authority to act that is based only on the general grant of authority to manage the utility is not well-defined, and is limited by the common council's general supervisory authority, which is also not well-defined.

There are numerous decisions that must be made, and that relate to the operation of a utility, where the division of authority between a commission and the common council is not clearly specified by Wis. Stat. § 66.0805. Several examples include the decisions to buy or sell property, to approve a contract to borrow money, or to engage in litigation. The City has not asked me to provide an opinion on the division of authority on these or other questions a municipal utility might face. The basic point, however, is that it will frequently not be clear whether it is the commission or the common council that has the authority.

An evaluation of the scope of a commission's authority must consider that the common council has the authority to abolish the commission. Thus, as a practical matter, the division of authority between a commission and the common council will not ultimately be determined as a legal question. Instead, it will ultimately be determined politically, based on the relations between and decisions made by the members of the common council and the utility commission.

The last question is, what is the division of authority when a common council provides for the operation of a utility by a board of public works or another officer or officers "in lieu of the commission." Does this officer or body provided "in lieu of" a commission have the same authority that a commission would have? If not, what authority does it have? If it has no authority, and acts only in an advisory capacity, it is unclear how it would "operate" the utilities. In my view, the more reasonable reading of the statute is that the board of public works, or an officer or officers designated by the common council to operate the utilities, would have the same authority a commission would have.

2. CURRENT CITY ORDINANCES PROVIDE FOR OPERATION OF THE CITY'S UTILITIES BY A COMMITTEE THAT DOES NOT MEET THE TECHNICAL REQUIREMENTS UNDER WIS. STAT. § 66.0805.

Section 74-3(a) of the Code provides for operation of the City's utilities by a committee called the "utilities committee," as follows:

The electric utility, the wastewater utility, and the water utility shall be separate utilities, all of which shall be under the supervision and operated by the utilities committee which shall have all of the powers of the utility commission provided for by § 66.0805(6), Wis. Stats. Section 74-3(a).

This section expressly provides for the operation of the City's utilities by the utilities committee, and grants the utilities committee all the powers of a utility commission.

Section 2-526 of the Code describes the utilities committee as follows:

The utilities committee shall consist of the mayor, three at large members of the common council appointed annually by the mayor and confirmed by the council and three city residents appointed by the mayor and confirmed by the council for three-year staggered terms

The utilities committee provided for by current City ordinance does not meet the requirements of Wis. Stat. § 66.0805. It is not a commission under the statute, because the composition of the utilities committee is different from the required composition of a utility commission under the statute.¹

The only other options for management of the utilities are the board of public works, or "another officer or officers." The utilities committee does not appear to qualify as a board of public works. Under state law, a board of public works shall consist of the city attorney, city comptroller and city engineer. Wis. Stat. § 62.14(1). However, the council may establish a different composition for the board of public works (including a composition like the current utilities committee), by a two-thirds vote. Also by a two-thirds vote, the council may dispense with a board of public works, in which case the duties and powers shall be exercised "by the council or a committee thereof, or by such officer, officers or boards as the council designates." *Id.*

The utilities committee also does not appear to qualify as "another officer or officers." The utilities committee includes three city residents who are not currently designated as city officers. This technical defect could be cured by adopting an ordinance providing that the resident members of the utilities committee are city officers. Such an ordinance may be adopted under Wis. Stat. § 62.09(1).

3. RECOMMENDATIONS.

The common council should carefully consider what management structure would best serve the City's interests, and amend the City's ordinances to provide for that management structure.

It is not the purpose of this memorandum to set forth the advantages and disadvantages of one management structure over another. As this process moves forward, all concerned parties need to recognize the unique and complicating aspects of owning and operating

¹ "The commission shall be elected by the [common council] for a term, beginning on the first day of October, of as many years as there are commissioners" Wis. Stat. § 66.0805(2).

municipal utilities. A municipal utility is part of the City, is owned by the City, and is ultimately subject to the decisions of the common council. Unlike other City departments, however, a municipal utility is a regulated business enterprise whose financial, accounting and other practices need to meet its regulatory and business and service requirements. That is one reason the state authorizes nonpartisan management by a somewhat independent commission.

I look forward to discussing these issues further with you.

REGULAR STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, November 16, 2009 – 5:00 p.m.

Stoughton, WI

Page No. 3

Aldersperson Carl Chenoweth, seconded by Aldersperson Paul Lawrence, to approve the consent agenda item D. Carried Unanimously.

Proposed Modification To Section 74-88 Of The City Of Stoughton Municipal Code Of Ordinances: Stoughton Utilities Director Robert Kardasz presented and discussed the modification. Discussion followed. Motion by Aldersperson Carl Chenoweth, seconded by Aldersperson Paul Lawrence, to approve modification to Section 74-88 of the City of Stoughton Municipal Code of Ordinances and recommend the adoption of the resolution to the Stoughton Common Council. Carried unanimously.

▷ **Stoughton Utilities Governance:** Stoughton Utilities Director Robert Kardasz and City Attorney Matthew Dregne presented and discussed the Stoughton Utilities Governance options. Discussion followed. Motion by Aldersperson Carl Chenoweth, seconded by Aldersperson Paul Lawrence to request City Attorney Matthew Dregne to prepare a draft ordinance to recommend to the Stoughton Common Council that Stoughton Utilities Committee be renamed to the Stoughton Utilities Commission, that the citizen members be appointed officers of the City of Stoughton, and that the draft ordinance be considered at the December 14, 2009 Stoughton Utilities Committee Meeting. Carried Unanimously.

Stoughton Utilities Land Acquisition From The Stoughton Area School District (SASD): Motion by Aldersperson Paul Lawrence, seconded by Aldersperson Steve Tone to remove this item from table. Carried unanimously. Stoughton Utilities Director Robert Kardasz presented and discussed the land acquisition from the SASD. Discussion followed. Motion by Aldersperson Paul Lawrence, seconded by Aldersperson Carl Chenoweth to not purchase the land from the Stoughton Area School District and recommend it to the Stoughton Common Council on November 24, 2009. Carried unanimously.

Proposed Annexation Of The Recently Acquired Property Along The McComb Road-STH 138 Corridor: Stoughton Utilities Director Robert Kardasz presented and discussed the recommendation to annex the recently acquired property along the McComb Road-STH 138 Corridor. Discussion followed. Motion by Aldersperson Paul Lawrence, seconded by Citizen Member Dave Erdman, to approve the annexation of the recently acquired property along the McComb Road-STH 138 corridor, including the waiving of annexation and legal fees, and recommend the annexation to the Stoughton



Stoughton Utilities

600 South Fourth Street
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Serving Electric, Water & Wastewater Needs Since 1886

Date: December 10, 2009
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Governance.

At the November 16, 2009 Stoughton Utilities Committee Meeting, City Attorney Matthew Dregne was requested to prepare a draft ordinance to be recommended to the Stoughton Common Council, consisting of the following:

- The Stoughton Utilities Committee be renamed the Stoughton Utilities Commission.
- The Citizen Members be appointed Officers of the City of Stoughton.

Encl.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent




Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com



Confidential Memorandum
Privileged Lawyer-Client Communication

To Mayor Jim Griffin
Common Council
Robert Kardasz, Utilities Director
Laurie Sullivan, Finance Director/Treasurer

From Matt Dregne, City Attorney 

Date December 10, 2009

Re Utilities Committee Ordinance Amendment

The Utilities Committee requested that I prepare a draft ordinance renaming the Utilities Committee the "Stoughton Utilities Commission," and providing that the citizen members be designated City officers. The legal effect of the ordinance would be to provide for management of the City's utilities by designated City officers pursuant to Wis. Stat. § 66.0807(6), in lieu of a "commission" constituted pursuant to Wis. Stat. § 66.0805(1). My draft ordinance is enclosed with this memorandum.

In my memorandum dated November 13, 2009, I provided a general discussion of the applicable law and the City's options. I have prepared this supplemental memorandum to provide a short list of key points to consider in connection with establishing a management structure for the utilities, as follows:

- I. The council can provide for management of the utilities by:
 - A. A commission appointed under (and comprised of members in accordance with) Wis. Stat. § 66.0805(1);
 - B. A board of public works (including the common council acting as the board of public works), pursuant to Wis. Stat. § 66.0805(6);
 - C. An officer or a group of officers (including the common council), appointed pursuant to Wis. Stat. § 66.0805(6).

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Madison Office

222 West Washington Avenue
P.O. Box 1784
Madison, Wisconsin
53701-1784

608.256.0226
888.655.4752
Fax 608.259.2600
www.staffordlaw.com

Metro Milwaukee Office

325 North Corporate Drive
Suite 190
Brookfield, Wisconsin
53045-5801

262.439.2888
888.655.4752
Fax 262.794.0507
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As we discussed at the November 16, 2009 meeting, the name given to a management entity is less significant than its composition. For example, a group of officers appointed under Wis. Stat. § 66.0805(6) could be called a “committee” or a “commission.”

2. Whatever management entity the Common Council chooses to manage and operate the utility (other than itself) will likely have the same authority that a commission appointed under sec. 66.0805(1) would have. Therefore, whatever management entity the Common Council chooses will be responsible for the “entire management of and shall supervise the operation of” the utilities.
3. The Common Council may exercise “general control and supervision of” the management entity, but may do so only by adopting ordinances. It is unclear how much control the common council may exert over the management entity. For example, it is not clear whether the Common Council may, by ordinance, require that specified decisions (such as who to appoint as utility manager, the wages to be paid to employees, or the purchase of property) be approved by the council. That type of control would seem to be inconsistent with the requirement that control be exercised by adopting ordinances. Furthermore, once the management entity makes a decision that is within its power, the common council likely could not reverse that decision, by a subsequently adopted ordinance or otherwise.
4. Providing for management of the utilities by a commission or other management entity (other than the Common Council) allows for management of the utilities by a body that would have more or less independence from the Common Council. The particular composition of the management entity clearly impacts its relative independence. For example, a greater number of Common Council members on the management entity will mean relatively less autonomy from the Common Council, in the sense that some Common Council members will have a vote on the management entity.
5. Given the above considerations, the Common Council has three basic options to choose among, as follows:
 - A. Provide for management of the utilities by the Common Council (“council management”). The council could also create a standing committee to serve in an advisory capacity to the common council on utility issues. This model appears to be closest to what the City’s actual practice has been, because the current Utilities Committee has essentially acted as advisory to the Common Council. If the Common Council decides that this is the appropriate structure, it would be necessary to amend the current ordinances.

- B. Provide for management of the utilities by a strong and independent management entity ("strong commission management"). A strong commission would have relatively fewer council members (and may not include the mayor), serving for relatively long terms. A composition of this type would be the same as or close to that provided for by Wis. Stat. § 66.0805(1) and (2). Finally, to achieve a strong commission, the common council would exercise relatively little general control and supervision (by ordinance) over the commission's work.
- C. Provide for management of the utilities by a less strong and less independent management entity ("weak commission management"). A weak commission would have relatively more council members, may include the mayor, and would be subject to a higher degree of general control and supervision by the Common Council. For example, the Common Council could attempt to limit the commission's authority in certain areas, or require common council approval of certain decisions. It should again be noted that the Common Council's ability to limit a commission's power is not clear under Wisconsin law.

The enclosed ordinance provides for management of the utilities by designated City officers, including substantial representation by common council members and the mayor. The three citizen members would be recognized as City officers. It would be called a "commission." I have not substantively changed Sec. 74-4, which states that the utilities director is appointed by the utilities commission "subject to confirmation by the common council." Please note that it is not clear that the Common Council may retain the authority to confirm the commission's appointment. Aside from this attempt at control over the appointment of a utilities director, the ordinance does not impose any general control or supervision over the commission.

I have not performed a detailed review of the Code to locate possible additional references to "utilities committee" that would need to be changed to "utilities commission." If the Common Council adopts an ordinance in this area, it may be necessary to prepare a follow-up ordinance cleaning-up those types of references. I would like to discuss the easiest way to locate such references with the City Clerk (such as a word search if the Code is available in electronic form).

Furthermore, the Council needs to decide how the ordinance should address the transition from the existing committee to the commission. For example, if the Council adopts the enclosed ordinance, should it also provide that the members of the current utilities committee would be appointed to the commission, and serve out their existing terms?

Finally, if the Common Council decides to provide for management of the utilities by any entity other than itself, then consideration should be given to avoiding a collective bargaining problem. At present, the City is negotiating with a single bargaining unit that includes utility and non-utility employees. Given that a commission would have the authority to establish wages for utility employees, it is not at all clear who would engage in collective bargaining on the City's behalf, or how a disagreement between the Common Council and the Utility Commission would be resolved. It may be that the members of the bargaining unit could be separated into two units, with the Commission responsible for bargaining with the utility employees. Alternatively, the Common Council could by ordinance provide that it would be responsible for setting wages and collective bargaining. This alternative, however, runs the risk that the Utility Commission's authority to set wages is not subject to such control by the Common Council.

I would be happy to provide further assistance regarding this matter.

**CITY OF STOUGHTON
ORDINANCE NO. _____**

AN ORDINANCE AMENDING SECTIONS 2-526, 2-527, 2-528, 2-529, 2-530, 74-3
AND 74-4 OF THE MUNICIPAL CODE
OF THE CITY OF STOUGHTON, DANE COUNTY, WISCONSIN
RELATED TO MANAGEMENT OF THE ELECTIC, WATER
AND WASTEWATER UTILITIES

The City Council of the City of Stoughton, Dane County, Wisconsin, do ordain that the Municipal Code of the City of Stoughton, Wisconsin is amended as follows:

The title of Chapter 2, Division 11 is amended to read:

DIVISION 11. UTILITIES ~~COMMITTEE~~ COMMISSION

Sections 2-526 through 2-530 are amended as follows:

Sec. 2-526. Composition.

The utilities ~~committee~~commission is created pursuant to Wis. Stat. § 66.0805(6), and shall consist of the mayor, three at large members of the common council appointed annually by the mayor and confirmed by the council and three city residents appointed by the mayor and confirmed by the council for three-year staggered terms, one for one year, one for two years, one for three years, and thereafter for three y-year terms. The ~~committee~~commission will elect an alderperson to be the liaison and an alternate liaison with the city council annually at its first regularly scheduled meeting after the council reorganization meeting. Citizen members shall serve with such compensation as determined by the city council by resolution from time to time. Citizen members shall be deemed to be city officers, pursuant to Wis. Stat. § 62.09(1)(a).

Sec. 2-527. Organization.

The utilities ~~committee~~commission shall annually at its first regularly scheduled meeting after the council reorganization choose a chair and vice chair from its members. The ~~committee~~commission shall meet regularly once a month and at such times within the month as the ~~committee~~commission shall determine.

Sec. 2-528. **Rules.**

The city council may make the rules for the government and conduct of business by the utilities ~~committee~~ commission.

Sec. 2-529. **Record; Report.**

The utilities ~~committee~~ commission shall keep a public record of its proceedings. The utilities ~~committee~~ commission shall report to the city council each month.

Sec. 2-530. **Responsibilities, powers and duties.**

The utilities ~~committee~~ commission, under the direction of the council, shall have oversight of all public electric, water and wastewater utilities and be vested with all powers and charged with all duties prescribed by statute and the city council.

Sections 74-3 and 74-4 are amended as follows:

Sec. 74-2. **Management of utilities.**

(a) The electric utility, the wastewater utility, and the water utility shall be separate utilities, all of which shall be under the supervision and operated by the utilities ~~committee~~ committee which shall have all of the powers of officers appointed to operate public utilities pursuant to the utility commission provided for by § 66.0805(6), Wis. Stats.

(b) The utilities ~~committee~~ commission shall choose from among their number a chair and vice-chair. They may command the services of the utilities director and fix the compensation of such subordinates as shall be necessary. They may make rules for their own proceedings and for the government of their department. They shall keep books of account, in the manner and form prescribed by the public service commission, which shall be open to the public.

Sec. 74-4. **Utilities director.**

The utilities director shall have charge of the electric utility, wastewater utility and the water utility. The utilities director shall be appointed by the utilities ~~committee~~ commission subject to confirmation by the common council.

The foregoing ordinance was duly adopted by the City Council of the City of Stoughton at a meeting held on _____, _____.

CITY OF STOUGHTON

(seal)

Jim Griffin, Mayor

Luann Alme, City Clerk

ENACTED: _____

PUBLISHED: _____

STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, December 14, 2009 – 5:00 p.m.

Page No. 3

Stoughton, WI

Resolution No. R-09 to the Stoughton Common Council on December 22, 2009.
Carried unanimously.

▶ **Stoughton Utilities Governance:** Stoughton Utilities Director Robert Kardasz presented and discussed a December 10, 2009 memorandum from City Attorney Matthew Dregne. Discussion followed. Motion by Alderperson Steve Tone, seconded by Citizen Member David Erdman to table until the January 2010 Stoughton Utilities Committee Meeting. Carried unanimously.

Proposed Compensation Adjustment For The Stoughton Utilities Office And Information Systems Supervisor: Stoughton Utilities Director Robert Kardasz presented and discussed the proposed compensation adjustment for the Stoughton Utilities Office and Information Systems Supervisor. Discussion followed. Motion by Citizen Member Jonathan Hajny, seconded by Citizen Member David Erdman, to approve the proposed five-step compensation of \$28.34 per hour to \$31.28 per hour, effective on the next pay period, and recommend its approval to the Stoughton Personnel Committee. Carried 4 to 0 with Alderperson Steve Tone abstaining.

Stoughton Utilities Committee Future Meeting Agenda Item(s): Ad Hoc Committee on Stoughton Utilities Governance.

Adjournment: Motion by Alderperson Paul Lawrence, seconded by Citizen Member Jonathan Hajny, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:40 p.m. Carried unanimously.

Respectfully submitted,
Erin N. Bothum
Stoughton Utilities Billing and Consumer Services Technician



Stoughton Utilities

600 South Fourth Street

P.O. Box 383

Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Needs Since 1886

Date: January 7, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Committee Ad Hoc Governance Committee.

At the November 16, 2009 Stoughton Utilities Committee Meeting, City Attorney Matthew Dregne was requested to prepare a draft ordinance to be recommended to the Stoughton Common Council, consisting of the following:

- The Stoughton Utilities Committee be renamed the Stoughton Utilities Commission.
- The Citizen Members be appointed Officers of the City of Stoughton.

At the December 14, 2009 Stoughton Utilities Committee Meeting, the creation of an Ad Hoc Governance Committee was placed on the agenda of the January 19, 2010 Stoughton Utilities Committee Meeting. Mayor Griffin has received commitments from Citizen Member Jonathan Hajny, Alderperson Paul Lawrence, and me to join him on the Ad Hoc Committee.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379

Fax 608-873-4878

stoughtonutilities.com



STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, January 11, 2010 – 5:00 p.m.

Page No. 3

Stoughton, WI

and the City of Stoughton to award financial assistance from the Safe Drinking Water Fund Program.

- The acceptance of the Engagement Letter with Quarles and Brady, LLP for the proposed issuance of \$613,751 City of Stoughton Waterworks System Revenue Bonds, Series 2010.

to the Stoughton Finance Committee and the Stoughton Common Council on January 12, 2010. Carried Unanimously.

▷ **Stoughton Utilities Ad Hoc Governance Committee:** Stoughton Utilities Director Robert Kardasz presented and discussed an Ad Hoc Committee proposed by Mayor Jim Griffin to address Stoughton Utilities Governance. Members include Mayor Jim Griffin, Alderperson Paul Lawrence, Citizen Member Jonathan Hajny and Utilities Director Robert Kardasz. Discussion Followed. Motion by Alderperson Paul Lawrence, seconded by Citizen Member David Erdman, to approve the Stoughton Utilities Ad Hoc Governance Committee and recommend its approval to the Stoughton Common Council on January 26, 2010. Carried unanimously.

Stoughton Utilities Declarations Of Official Intent Nos. 2010-1 Through 2010-4:

Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Declarations of Official Intent Nos. 2010-1 through 2010-4:

Declaration No. 2010-1 Stoughton Utilities Electric Transruptor Project for \$502,000.

Declaration No. 2010-2 Stoughton Utilities Wastewater and Wastewater SCADA Enhancements Project for \$92,500.

Declaration No. 2009-3 Stoughton Utilities 2010 Sanitary Sewer Slip Lining Project for \$135,000.

Declaration No. 2010-4 Stoughton Utilities Electric Vegetative Management Project for \$41,000.



Stoughton Utilities

600 South Fourth Street

P.O. Box 383

Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Needs Since 1886

Date: February 11, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Committee Ad Hoc Governance Committee.

At the November 16, 2009 Stoughton Utilities Committee Meeting, City Attorney Matthew Dregne was requested to prepare a draft ordinance to be recommended to the Stoughton Common Council, consisting of the following:

- The Stoughton Utilities Committee be renamed the Stoughton Utilities Commission.
- The Citizen Members be appointed Officers of the City of Stoughton.

At the December 14, 2009 Stoughton Utilities Committee Meeting, the creation of an Ad Hoc Governance Committee was placed on the agenda of the January 19, 2010 Stoughton Utilities Committee Meeting. The Stoughton Common Council subsequently approved the Stoughton Utilities Committee Ad Hoc Governance Committee on January 26, 2010.

Mayor Griffin has received commitments from Citizen Member Jonathan Hajny, Alderperson Paul Lawrence, and me to join him on the Ad Hoc Committee.

cc: Matthew P. Dregne
City Attorney

Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379

Fax 608-873-4878

stoughtonutilities.com



DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday, February 15, 2010 – 5:00 p.m.

Page No. 3

Stoughton, WI

Request To Participate In The WPPI Energy/Stoughton Utilities Shared Savings Program From The St. Vincent DePaul Store Located At 111 W. Jefferson Street:

Stoughton Utilities Director Robert Kardasz presented and discussed the request to participate in the WPPI Energy/Stoughton Utilities Shared Savings Program from the St. Vincent DePaul Store. Discussion followed. Motion by Citizen Member Jonathan Hajny, seconded by Alderperson Carl Chenoweth, to approve the \$8,189 advance payment from Stoughton Utilities for the St. Vincent DePaul Store energy efficiency project from the WPPI Energy/Stoughton Utilities Shared Savings Program. Carried unanimously.

2009 Renewable Energy, Alternative Energy And Energy Conservation Efforts At Stoughton Utilities (SU) And WPPI Energy (WPPI) Report:

Stoughton Utilities Director Robert Kardasz presented and discussed the 2009 renewable energy, alternative energy and energy and energy conservation efforts at SU and WPPI. Discussion followed.

▷ Stoughton Utilities Ad Hoc Governance Committee: Stoughton Utilities Director Robert Kardasz presented and discussed an Ad Hoc Committee proposed by Mayor Jim Griffin to address Stoughton Utilities Governance. Members include Mayor Jim Griffin, Alderperson Paul Lawrence, Citizen Member Jonathan Hajny and Utilities Director Robert Kardasz. Discussion Followed.

Stoughton Utilities Significant Accomplishments In 2009: Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities significant accomplishments in 2009. Discussion followed.

Stoughton Utilities Committee Future Meeting Agenda Item(s):

- Stoughton Utilities customer collections status report.
- Proposed compensation market adjustment for the Stoughton Utilities Office and Information Systems Supervisor.
- Stoughton Utilities Ad Hoc Governance Committee meeting minutes.



Stoughton Utilities

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

Serving Electric, Water & Wastewater Needs Since 1886

Date: June 10, 2010
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Committee Future Agenda Item(s).

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

cc: Sean O Grady
Stoughton Utilities Operations Superintendent



Office 608-873-3379
Fax 608-873-4878
stoughtonutilities.com



