

# NOTICE

There will be a Regular meeting of the City of Stoughton Utilities Committee on Tuesday, January 18, 2011 to be held at 5:00 p.m. in the Edmund T. Malinowski Board Room of the Stoughton Utilities Administration Office in the Stoughton Utilities Building, 600 S. Fourth Street, Stoughton, WI 53589.

## AGENDA:

### Call To Order.

Stoughton Utilities Payments Due List. (Action.) (Page Nos. 5-11)

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

- a) Draft Minutes of the December 20, 2010 Regular Stoughton Utilities Committee Meeting. (Page Nos. 12-13)
- b) Stoughton Utilities November 2010 Financial Summary. (Page Nos. 14-21)
- c) Stoughton Utilities November 2010 Statistical Information. (Page No. 22)
- d) Stoughton Utilities Communications. (Page Nos. 23-36)
- e) Stoughton Utilities Committee Annual Calendar. (Page Nos. 37-39)
- f) Stoughton Utilities December 2010 Activities Report. (Page Nos. 40-46)

## BUSINESS:

1. Status of the Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council. **(Discussion.)** (Page No. 47)
2. Stoughton Utilities Commercial Customers Deposits Policy. **(Discussion and Possible Action.)** (Page Nos. 48-50)
3. Stoughton Utilities/United States Department Of Agriculture (USDA) Economic Development Revolving Loan Program Status Report No. 2. **(Discussion.)** (Page Nos. 51-52)
4. Stoughton Utilities E. Main Street Project Status Report No. 2. **(Discussion.)** (Page No. 53)
5. Stoughton Utilities Wastewater Pollutant Discharge Elimination System (WPDES) Permit Status Report No. 6. **(Discussion.)** (Page Nos. 54-55)
6. Stoughton Utilities Wastewater Monitoring Report for December 2010. **(Discussion.)** (Page Nos. 56-62)
7. Stoughton Utilities Committee Future Meeting Agenda Item(s). **(Discussion.)** (Page No. 63)

## ADJOURNMENT

Mayor Donna L. Olson,  
Stoughton Utilities Committee Chairperson  
January 11, 2011

### Notices Sent To:

Mayor Donna L. Olson, Chair  
Aldersperson Carl T. Chenoweth, P.E., Vice-Chair  
Aldersperson Eric Hohol  
Aldersperson Steve Tone  
Stoughton Utilities Committee Citizen Member David Erdman  
Stoughton Utilities Committee Citizen Member Jonathan Hajny  
Stoughton Utilities Committee Citizen Member Angie Halverson  
Stoughton Utilities Operations Superintendent Sean Grady

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

cc: Stoughton Common Council Members  
Stoughton Utilities and MEUW Southeastern Regional Safety Coordinator Christopher A. Belz  
Stoughton Utilities Billing and Consumer Services Technician Erin N. Bothum  
Stoughton City Media Services Director William H. Brehm  
Stoughton City Attorney Matthew P. Dregne  
Stoughton Utilities Wastewater System Supervisor Brian G. Erickson  
Stoughton Utilities Office and Information Systems Supervisor Brian R. Hoops  
Stoughton Deputy City Clerk and Confidential Secretary Maria P. (Pili) Hougan  
Stoughton Utilities Finance and Administrative Manager Kim M. Jennings, CPA  
Stoughton City Clerk and Personnel Director Kelly S. Michaels  
Stoughton Library Administrative Assistant Debbie Myren  
Stoughton Utilities Water System Supervisor Roger M. Thorson  
Stoughton Utilities and WPPI Energy Services Representative Alicia Vandenoever  
Stoughton Utilities Electric System Supervisor Craig A. Wood  
Stoughton Department Heads  
Stoughton Newspapers  
Wisconsin State Journal

Note: If you are physically challenged and in need of assistance, please call 873-3379 during office hours of 8:00 a.m. to 4:00 p.m., prior to this meeting.

If you encounter a situation that may affect your scheduled participation, please contact Robert Kardasz or Sean Grady at 877-7423 or 877-7416 respectively prior to 5:00 p.m.

An expanded meeting may constitute a quorum of the Common Council.

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



**Stoughton Utilities**

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

*Serving Electric, Water & Wastewater Needs Since 1886*

**Date:** January 11, 2011  
**To:** Stoughton Utilities Committee  
**From:** Robert P. Kardasz, P.E. - Stoughton Utilities Director  
**Subject:** Recommended Actions At The January 18, 2011 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 January 25, 2011.)**
- Stoughton Utilities Committee Consent Agenda.
  - a) Draft Minutes of the December 20, 2010 Regular Stoughton Utilities Committee Meeting. **(Approve the Draft Minutes of the December 20, 2010 Regular Stoughton Utilities Committee Meeting via the consent agenda approval.)**
  - b) Stoughton Utilities November 2010 Financial Summary. **(Discuss and accept the Stoughton Utilities November 2010 Financial Summary via the consent agenda approval.)**
  - c) Stoughton Utilities November 2010 Statistical Information. **(Discuss and accept the November 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 December 2010 Activities Report. **(Discuss and accept the Stoughton Utilities December 2010 Stoughton Utilities Activities Report via the consent agenda approval.)**



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

BUSINESS:

1. Status Of The Stoughton Utilities Recommendation(s) To The Stoughton Common Council. **(Discussion.) (Review and discuss the Stoughton Utilities Committee recommendation(s) to the Stoughton Common Council.)**
2. Stoughton Utilities Commercial Customers Deposits Policy. **(Discussion and Possible Action.) (Review, discuss and possibly recommend a change to the Stoughton Utilities Commercial Customers Deposits Policy to the Stoughton Common Council.)**
3. Stoughton Utilities E. Main St. Project Status Report No. 2. **(Discussion.) (Review and discuss the Stoughton Utilities E. Main St. Project.)**
4. Stoughton Utilities/United States Department Of Agriculture (USDA) Economic Development Revolving Loan Program Status Report No. 2. **(Discussion.) (Review and discuss the Stoughton Utilities/United States Department of Agriculture (USDA) Economic Development Revolving Loan Program Status Report No. 2.)**
5. Stoughton Utilities Wastewater Wisconsin Pollutant Discharge Elimination System (WPDES) Permit Status Report No.6. **(Discussion.) (Review and discuss the Stoughton Utilities Wastewater Wisconsin Pollutant Discharge Elimination System (WPDES) Permit Status Report No. 6.)**
6. Stoughton Utilities Wastewater Monitoring Report For December 2010. **(Discussion.) (Review and discuss the Stoughton Utilities Wastewater Monitoring Report for December 2010.)**
7. Stoughton Utilities Committee Future Meeting Agenda Item(s). **(Discussion.) (Review and discuss future Stoughton Utilities Committee agenda items.)**

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent

Date: Tuesday, January 04, 2011  
 Time: 11:08AM  
 User: SGUNSOLUS

**Stoughton Utilities**  
**Check Register Summary - Standard**

Page: 1 of 7  
 Report: 03699W.rpt  
 Company: 7430

Period: - As of: 1/4/2011

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
Company: 7430					
000396	HC	12/31/2010	30,952.12	025 Payroll Federal Taxes- Ach	Federal Taxes-Dec Ach/Federal Taxes-Dec Ach/Federal Taxes-Dec Ach/Federal Taxes-Dec Ach
000397	HC	12/31/2010	5,987.97	020 Wells Fargo Client Ana-ach	Client Analysis-Dec Ach/Client Analysis-Dec Ach/Client Analysis-Dec Ach
000398	HC	12/31/2010	579.95	001 Delta Dental - Ach	Delta Dental - Dec Ach/Delta Dental - Dec Ach/Delta Dental - Dec Ach
000399	HC	12/31/2010	14,829.93	010 WI DEPT OF REVENUE TAXPAYMENT	Dept of Rev-Dec Ach/Dept of Rev-Dec Ach
000400	HC	12/31/2010	7,025.40	008 Payroll State Taxes - Ach	State Taxes-Dec Ach
000401	HC	12/31/2010	1,115.48	002 Employee Benefits Corp - Ach	Emp Ben Corp - Dec Ach/Emp Ben Corp - Dec Ach/Emp Ben Corp - Dec Ach
000402	HC	12/31/2010	47.50	004 Us Cellular - Ach	Us Cellular - Dec Ach
000403	HC	12/31/2010	1,776.94	003 Alliant Energy - Ach	Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach
020232	CK	12/9/2010	306.53	108 ASLESON'S TRUE VALUE	Aslesons-Misc Hardware/Aslesons-Misc Hardware/Aslesons-Misc Hardware/Aslesons-Misc Hardware/Aslesons-Misc Hardware/Aslesons-Misc Hardware/Aslesons-Misc Hardware
020233	CK	12/9/2010	15.98	111 AUTO PARTS OF STOUGHTON	Auto Parts-Trk #12 Supplies
020234	CK	12/9/2010	349.25	123 U.S. CELLULAR	US Cell-Phones/US Cell-Phones
020235	CK	12/9/2010	14,353.43	131 CITY OF STOUGHTON	City Stoton-Dec Rent/City Stoton-Dec Rent/City Stoton-Dec Rent/City Stoton-Dec Restat 1115985/City Stoton-Dec Restat/City Stoton-Dec Restat 1107714/City Stoton-Dec Restat 1115985/More...
020236	CK	12/9/2010	138.46	133 WISCONSIN SCTF	Wf Scif-Dec A Support

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 Time: 11:08AM  
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## Stoughton Utilities Check Register Summary - Standard

Page: 2 of 7  
 Report: 03699W.rpt  
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Period: - As of: 1/4/2011

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
020237	CK	12/9/2010	213.45	148 FASTENAL CO.	Fastenal-Trk #16 Supply/Fastenal-Well 4 flow meter
020238	CK	12/9/2010	447.50	157 FORSTER ELEC. ENG. INC.	Forster-General
020239	CK	12/9/2010	466.98	183 MIDWEST SAFETY SUPPLY LLC	Midwest-Ground supplies/Midwest-Office Supplies/Midwest-Winter clothing supply/Midwest-Office Supplies/Midwest-Office Supplies
020240	CK	12/9/2010	123.50	270 WISCONSIN STATE JOURNAL	Wf State Journal-Newspaper/Mf State Journal-Newspaper
020241	CK	12/9/2010	100.00	300 VICTORIA BEIN & JEFF BURNARD	V Bein-Public Benefit applied
020242	CK	12/9/2010	2,117.57	309 HAWKINS, INC.	Hawkins-Chlorine & Fluoride
020243	CK	12/9/2010	268.56	312 STATE DISBURSEMENT UNIT	State Disb-Dec A Support
020244	CK	12/9/2010	250.00	322 SUN DANCE CLEANING SVCS LLC	Sun Dance-Cleaning services/Sun Dance-Cleaning services/Sun Dance-Cleaning services
020245	CK	12/9/2010	191.19	327 BORDER STATES ELECTRIC SUPPLY	Border States-Line Tools
020246	CK	12/9/2010	24.00	390 BADGER WATER LLC	Badger Water-Lab Water
020247	CK	12/9/2010	347.68	400 RESCO	Resco-Supplies
020248	CK	12/9/2010	108.73	436 STOUGHTON LUMBER CO., INC.	Stoton Lumber-Misc Hardware/Stoton Lumber-Misc Hardware/Stoton Lumber-Misc Hardware/Stoton Lumber-Misc Hardware
020249	CK	12/9/2010	10,986.28	448 STRAND ASSOCIATES INC.	Strand-Engineering services/Strand-East Main Project/Strand-East Main Project
020250	CK	12/9/2010	50.00	463 GREAT-WEST	Great-West-Dec A Def Comp
020251	CK	12/9/2010	86.90	474 UNIFIED NEWSPAPER GROUP	Unif Newspaper-Ads
020252	CK	12/9/2010	1,416.60	521 WESCO RECEIVABLES CORP.	Wesco-Oh supplies/Wesco-Inventory

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Page: 3 of 7  
 Report: 03699W.rpt  
 Company: 7430

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
020253	CK	12/9/2010	2,315.21	591 AUXIANT	Auxiant-Medical Claims/Auxiant-Medical Claims/Auxiant-Medical Claims/Auxiant-Medical Claims
020254	CK	12/9/2010	20.00	675 WI STATE LABORATORY OF HYGIENE	Wi state Lab-Fluoride Testing
020255	CK	12/9/2010	150.00	731 NORTH SHORE BANK FSB	N Shore Bank-Dec A Support
020256	CK	12/9/2010	59.34	784 L.F. GEORGE INC.	LF George-Switch Replacement
020257	CK	12/9/2010	392.44	809 CINTAS CORPORATION #446	Cintas-10 clothing/Cintas-10 clothing/Cintas-10 clothing
020258	CK	12/9/2010	43.94	818 FRANK POLACEK	F Polacek-Customer Refund
020259	CK	12/9/2010	21.13	819 JEFF WOOD	J Wood-Customer Refund
020260	CK	12/9/2010	60.86	823 JACK OR JOHN OLSON	J Olson-Customer Refund
020261	CK	12/9/2010	86.97	826 ALLISON BAUER	A Bauer-Customer Refund
020262	CK	12/9/2010	114.87	829 MADISON ORTHODONTIC CENTER	Mad Ortho-Deposit Refund
020263	CK	12/9/2010	317.36	833 LAKESIDE MORTGAGE CORP	Lakeside Mort-Deposit Refund
020264	CK	12/9/2010	164.75	836 BRUCE ARVOLD	B Arvold-Deposit Refund
020265	CK	12/9/2010	114.61	837 ARPI	Arpi-Deposit Refund
020266	CK	12/9/2010	134.40	838 PRESTON BAKER	O Baker-Customer Deposit
020267	CK	12/9/2010	1,539.77	895 YAHARA RIVER GROCERY CO-OP	Yahara River-Deposit Refund
020268	CK	12/9/2010	760.00	995 MEUW	MEUW-Conference
020269	CK	12/15/2010	64.48	134 CRESCENT ELEC. SUPPLY CO.	Crescent-Well 4 mtr
020270	CK	12/15/2010	87.80	146 STOUGHTON ELECTRIC UTIL.	Stoton Elec-Petty Cash
020271	CK	12/15/2010	151.05	148 FASTENAL CO.	Fastenal-Supplies
020272	CK	12/15/2010	237.25	166 INKWORKS, INC.	Inkworks-Pub Ben #2





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Page: 5 of 7  
 Report: 03699W.rpt  
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Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
020293	CK	12/21/2010	233.66	148 FASTENAL CO.	Fastenal-Supplies
020294	CK	12/21/2010	14,338.07	191 WI. RETIREMENT SYSTEM	WI Ret-Dec Retirement/Wi Ret-Dec Retirement
020295	CK	12/21/2010	1,686.45	260 LR METER TESTING & REPAIR INC	LR Meter-Tests on 3" & 4" mete
020296	CK	12/21/2010	3,046.26	290 MID-WEST TREE & EXCAVATION, IN	Mid-west-Trenching/Mid-west-Trenching/Mid-west-Trenching
020297	CK	12/21/2010	60.00	293 UNITED WAY OF DANE COUNTY	United Way-Dec Contribution
020298	CK	12/21/2010	266.56	312 STATE DISBURSEMENT UNIT	State Disb-Dec B Support
020299	CK	12/21/2010	11,781.31	448 STRAND ASSOCIATES INC.	Strand-East, main Construction/Strand-General Engineering/Strand-General Engineering/Strand-East main Construction
020300	CK	12/21/2010	50.00	463 GREAT-WEST	Great-West-Dec B Def Comp
020301	CK	12/21/2010	414.68	549 IBEW LOCAL 965	IBEW -Dec Union Dues
020302	CK	12/21/2010	589.00	578 THE SHOE BOX	Shoe box-10 Boots/Shoe Box-10 Boots/Shoe Box-10 Boots
020303	CK	12/21/2010	1,722.74	591 AUXIANT	Auxiant-Medical Claims/Auxiant-Medical Claims/Auxiant-Medical Claims
020304	CK	12/21/2010	9,915.00	593 UNITED LIQUID WASTE RECYCLING,	United Liquid-Fall Sludge Haul
020305	CK	12/21/2010	47,318.00	596 CITIES & VILLAGES MUTUAL INS.	Cities-Liab Insurance/Cities-Boiler & Mach Insurance/Cities-Prac Liab Ins/Cities-Auto Phy damage/Cities-Workers Comp/Cities-Pub Ent Liab Ins/Cities-Pub Ent Liab Ins/Cities-Workers Comp/Cities-Auto Phy damage/Cities-Prac Liab Ins/More...
020306	CK	12/21/2010	414.35	717 HACH COMPANY	Hach-Lab Supplies
020307	CK	12/21/2010	2,094.25	727 GLS UTILITY LLC	GLS-Nov Locates/GLS-Nov Locates/GLS-Nov Locates
020308	CK	12/21/2010	150.00	731 NORTH SHORE BANK FSB	N Shore Bank-Dec B Def Comp
020309	CK	12/21/2010	372.50	752 WISCONSIN PROFESSIONAL	WI Prof-Dec Union Dues

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Page: 6 of 7  
 Report: 03699W.rpt  
 Company: 7430

Period: - As of: 1/4/2011

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
020310	CK	12/21/2010	12.64	864 AUTO-WARES WISCONSIN INC.	Auto Wares-Oil & Filter
020311	CK	12/21/2010	22.04	101 PROFESSIONAL PLACEMENT	Prof Pla-Collection Fees
020312	CK	12/21/2010	150.00	331 MONONA PLUMB. & FIRE PROT. INC	Monona-Quarter insp
020313	CK	12/21/2010	393.23	482 AT & T	AT & T-Office Pri Svc/AT & T-Office Pri Svc/AT & T-Office Pri Svc
020314	CK	12/21/2010	12.35	906 ALLIANT ENERGY	Alliant-Water Tower
020315	CK	12/28/2010	14,283.27	591 AUXIANT	Auxiant-Medical Claims/Auxiant-Medical Claims/Auxiant-Medical Claims
020316	CK	12/29/2010	550.00	198 STOUGHTON HOLIDAY FUND	Stoton Holiday-Round up cont
020317	CK	12/29/2010	250.00	322 SUN DANCE CLEANING SVCS LLC	Sun Dance-cleaning services/Sun Dance-cleaning services/Sun Dance-cleaning services
020318	CK	12/29/2010	5,691.55	448 STRAND ASSOCIATES INC.	Strand-Scada/Strand-Scada
020319	CK	12/29/2010	100.00	523 ART APTITUDE	Art Ap-Decals
020320	CK	12/29/2010	86.90	550 FIRST SUPPLY MADISON	First Supply-Pump parts
020321	CK	12/29/2010	20.00	675 WI STATE LABORATORY OF HYGIENE	Wi state lab-Fluoride tests
020322	CK	12/29/2010	382.82	719 MOTION INDUSTRIES, INC.	Motion-#2 blower bearing front
020323	CK	12/29/2010	1,905.00	773 MRS. DIANNE VAADE	D Vaade-Claim
020324	CK	12/29/2010	550.00	783 STOUGHTON WELLNESS COALITION	Stoton Wellness-Round up cont
020325	CK	12/29/2010	604.50	850 B & M TECHNICAL SERVICES	B & M Tech-Flow meter-lab equi
020326	CK	12/29/2010	4,009.98	903 KROHNE, INC.	Krohne-Well 4 flow meter
100420	CK	12/10/2010	26.00	310 HANSON PEST MANAGEMENT	Hanson Pest-Pest control
100421	CK	12/10/2010	177.38	698 NORTH WOODS SUPERIOR CHEMICAL	N Woods-Plant odor control
100422	CK	12/10/2010	259.82	795 EMS INDUSTRIAL, INC.	Ems-New motor for RTU

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Page: 7 of 7  
 Report: 03699W.rpt  
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Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
100423	CK	12/10/2010	216.00	839 JAMIE SIEREN	J Sieren-Member Fees
100424	CK	12/16/2010	109.38	687 KIM JENNINGS	K Jennings-Holid reimb
100425	CK	12/28/2010	901,894.22	009 WPPI	WPPI-Shared Savings nov/WPPI-Renewable nov/WPPI-Solar credit nov/WPPI-Lg Pwr Billing
100426	CK	12/28/2010	19.98	153 HANSON ELECTRONICS	Hanson-Prosector Cable/Hanson-Prosector Cable/Hanson-Prosector Cable
100427	CK	12/28/2010	420.28	830 NORTH CENTRAL LABORATORIES	N Central Lab-Supplies
			<u>Company Total</u>		
			1,155,759.39		

# **DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES**

**Monday, December 20, 2010 – 5:00 p.m.**

**Edmund T. Malinowski Room**

**Stoughton Utilities Administration Office**

**600 S. Fourth St.**

**Stoughton, Wisconsin**

**Members Present:** Alderperson Carl Chenoweth, P.E., Citizen Member David Erdman, Citizen Member Angie Halverson, Alderperson Eric Hohol, Mayor Donna Olson, and Alderperson Steve Tone.

**Excused:** Citizen Member Jonathan Hajny.

**Absent:** None.

**Others Present:** Stoughton Utilities Director Robert Kardasz, P.E.

**Call To Order:** Stoughton Utilities Committee Chair Mayor Donna Olson called the regular Stoughton Utilities Committee meeting 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 Alderperson Eric Hohol, to approve the Stoughton Utilities Payments Due List as presented and recommend its approval to the Stoughton Common Council on December 28, 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. Motion by Alderperson Steve Tone, seconded by Alderperson Eric Hohol, to approve the following consent agenda items as presented: Draft Minutes of the November 15, 2010 Regular Stoughton Utilities Committee Meeting and the December 2, 2010 Special Stoughton Utilities Committee Meeting, Stoughton Utilities October 2010 Financial Summary, Stoughton Utilities October 2010 Statistical Information, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, Stoughton Utilities November 2010 Activities Report, and the Status of the November 23, 2010 and December 14, 2010 recommendations to the Stoughton Common Council. Citizen Member David Erdman requested that the Status of the November 23, 2010 and December 14, 2010 recommendations to the Stoughton Common Council. The motion carried unanimously.

**Status Of The November 23, 2010 And The December 14, 2010 Recommendations To The Stoughton Common Council:** Citizen Member David Erdman expressed concern about how the recommendations were addressed at the Stoughton Common Council Meetings. Discussion followed. Stoughton Utilities Director Robert Kardasz explained that staff would distribute Stoughton Utilities Committee packets on the Tuesday prior to the scheduled meeting. There was interest expressed in televising the Stoughton Utilities Committee Meetings.

# DRAFT STOUGHTON UTILITIES COMMITTEE MEETING MINUTES

Monday December 20, 2010 – 5:00 p.m.

Page No. 2

Stoughton, WI

**Stoughton Utilities RoundUp Program:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities RoundUp Program. Discussion Followed and nominations were considered. Motion by Alderperson Eric Hohol, seconded by Citizen Member David Erdman, to award \$550 each to the Stoughton Holiday Fund and the Stoughton Wellness Coalition. The motion carried unanimously.

**Stoughton Utilities E. Main Street Project:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities E. Main Street Project. Discussion followed. Motion by Alderperson Eric Hohol, seconded by Alderperson Carl Chenoweth to approve project alternates in the bidding process and to inform the Stoughton Public Works Committee of that decision. The motion carried unanimously.

**Stoughton Utilities Wisconsin Pollutant Discharge Elimination System (WPDES) Permit Status Report No. 5:** Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Wastewater WPDES Permit Status Report No. 5. Discussion followed. Motion by Alderperson Eric Hohol, seconded by Alderperson Carl Chenoweth to approve Stoughton Utilities' membership in the Rock River Total Maximum Discharge Limits Group. The motion carried 5 to 0 with Alderperson Steve Tone abstaining.

## **Stoughton Utilities Committee Future Agenda Items:**

- Stoughton Utilities/United States Department of Agriculture (USDA) Economic Development Revolving Loan Program on January 18, 2011.
- Stoughton Utilities Wisconsin Pollutant Discharge Elimination System (WPDES) Permit Status Report No.6 on January 18, 2011.
- Stoughton Utilities Commercial Customers Deposit Policy on January 18, 2011.
- Initiate a Stoughton Common Council Status Report on January 18, 2011.
- Expand links between the Stoughton Utilities Website and the City of Stoughton Website by the first quarter of 2011.
- Stoughton Utilities wastewater financial objectives report.
- Stoughton Utilities Investment Policy.
- Stoughton Utilities Governance.

**Adjournment:** Motion by Alderperson Steve Tone, seconded by Citizen Member David Erdman, to adjourn the Regular Stoughton Utilities Committee Meeting at 6:20 p.m. The motion carried unanimously.

Respectfully submitted,

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

# Stoughton Utilities

## Financial Summary

### November 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.*

Electric and water rate of return calculations are as expected for year to date November 30, 2010.

Electric rates were approved with an effective date of January 3, 2011.

Wastewater revenue requirements were reviewed by staff.

No rate changes are expected for 2011 unless permit requirements necessitate immediate improvements to the WWTP.

Submitted by:

Kim M. Jennings, CPA

## Stoughton Utilities

Income Statement  
November 2010 - YTD

	<b>Electric</b>	<b>Water</b>	<b>Wastewater</b>	<b>Total</b>
Operating Revenue:				
Sales	\$ 11,605,519	\$ 1,261,982	\$ 1,664,808	\$ 14,532,310
Unbilled Revenue	1,147,249	134,120	\$ 157,242	1,438,611
Other	140,775	45,921	74,212	260,908
<b>Total Operating Revenue:</b>	<b>\$ 12,893,543</b>	<b>\$ 1,442,024</b>	<b>\$ 1,896,262</b>	<b>\$ 16,231,829</b>
Operating Expense:				
Purchased Power	\$ 9,972,166	\$ -	\$ -	\$ 9,972,166
Expenses	1,022,249	580,014	753,919	2,356,183
Taxes	401,439	236,640	22,430	660,509
Depreciation	742,500	320,837	600,413	1,663,750
<b>Total Operating Expense:</b>	<b>\$ 12,138,354</b>	<b>\$ 1,137,491</b>	<b>\$ 1,376,763</b>	<b>\$ 14,652,608</b>
<b>Operating Income</b>	<b>\$ 755,189</b>	<b>\$ 304,533</b>	<b>\$ 519,499</b>	<b>\$ 1,579,221</b>
Non-Operating Income	101,017	55,270	52,350	208,638
Non-Operating Expense	(405,352)	(99,322)	(130,636)	(635,309)
<b>Net Income</b>	<b>\$ 450,854</b>	<b>\$ 260,481</b>	<b>\$ 441,213</b>	<b>\$ 1,152,549</b>

## Stoughton Utilities

Rate of Return

November 2010 - YTD

	<b>Electric</b>	<b>Water</b>
<b>Operating Income (Regulatory)</b>	\$ 755,189	\$ 304,533
Average Utility Plant in Service	20,704,095	9,271,197
Average Accumulated Depreciation	(8,149,261)	(3,298,226)
Average Materials and Supplies	132,078	35,237
Average Regulatory Liability	(321,324)	(496,310)
Average Net Rate Base	\$ 12,365,588	\$ 5,511,898
<b>Actual Rate of Return</b>	<b>6.11%</b>	<b>5.53%</b>
<b>Authorized Rate of Return</b>	<b>6.50%</b>	<b>6.50%</b>



**Stoughton Utilities**  
 Summary of Reserve Funds  
 Electric Utility

Fund	Balance as of 11/30/10	Additions to or Subtractions From by the end of 2010	Estimated 12/31/10 Balance	Year of Expenditure
<b>Capital Equipment and Replacements</b>				
Substation - Transrupter Addition	\$ 502,000	\$ (200,000)	\$ 302,000	2010-2011
Digger Derrick	\$ 280,000		\$ 280,000	2011
Hybrid Bucket Truck	\$ 150,000	\$ (150,000)	\$ -	
Replace reclosers and regulators	\$ 338,900	\$ -	\$ 338,900	2012, 2014
Substation equipment replacement	\$ 295,300	\$ -	\$ 295,300	2012, 2014
Bucket Truck	\$ 280,000	\$ -	\$ 280,000	2013
<b>Total Capital Equipment and Replacements</b>	<b>\$ 1,846,200</b>	<b>\$ (350,000)</b>	<b>\$ 1,496,200</b>	
<b>Restricted Bond Funds</b>				
Redemption Fund	\$ 281,472	\$ 58,000	\$ 339,472	
Reserve Fund	\$ 1,046,094	\$ -	\$ 1,046,094	
Depreciation Fund	\$ 25,000	\$ -	\$ 25,000	
<b>Total Restricted Bond Funds</b>	<b>\$ 1,352,567</b>	<b>\$ 58,000</b>	<b>\$ 1,410,567</b>	
Post Retirement Sick Leave Reserve	\$ 158,539	\$ 7,000	\$ 165,539	
Self Insurance Reserve	\$ 50,000	\$ -	\$ 50,000	
Water Utility Interfund Loan	\$ 1,000,000	\$ (500,000)	\$ 500,000	
Unrestricted Reserve *	\$ 2,514,307	\$ (251,483)	\$ 2,262,823	
<b>Total Cash and Investments</b>	<b>\$ 6,921,612</b>	<b>\$ (1,036,483)</b>	<b>\$ 5,885,129</b>	

\* Unrestricted Reserve equals 2 months of electric utility operating expenditures.

**Stoughton Utilities**  
 Summary of Reserve Funds  
 Water Utility

Fund	Balance as of 11/30/10	Additions to or Subtractions From by the end of 2010	Estimated 12/31/10 Balance	Year of Expenditure
<b>Capital Equipment and Replacements</b>				
Main Street Project (RR to Henry) - Borrowed	\$ -	\$ -	\$ -	2011
SCADA System Upgrade	\$ 185,000	\$ -	\$ 185,000	2011
<b>Total Capital Equipment and Replacements</b>	\$ 185,000	\$ -	\$ 185,000	
<b>Restricted Bond Funds</b>				
Redemption Fund	\$ 93,331	\$ 18,500	\$ 111,831	
Reserve Fund	\$ 349,660	\$ -	\$ 349,660	
Depreciation Fund	\$ 25,000	\$ -	\$ 25,000	
<b>Total Restricted Bond Funds</b>	\$ 467,991	\$ 18,500	\$ 486,491	
Post Retirement Sick Leave Reserve	\$ 73,672	\$ 3,000	\$ 76,672	
Self Insurance Reserve	\$ 50,000	\$ -	\$ 50,000	
Unrestricted Reserve *	\$ 726,273	\$ (71,771)	\$ 654,502	
<b>Total Cash and Investments</b>	\$ 1,502,935	\$ (50,271)	\$ 1,452,664	

\* Unrestricted Reserve equals 5 1/2 months of water utility operating expenditures.

**Stoughton Utilities**  
 Summary of Reserve Funds  
 Wastewater Utility

Fund	Balance as of 11/30/10	Additions to or Subtractions From by the end of 2010	Estimated 12/31/10 Balance	Year of Expenditure
<b>Capital Equipment and Replacements</b>				
Main Street Project (RR to Henry)	\$ 465,735	\$ -	\$ 465,735	2011
Lift Station - Eighth Street	\$ 250,000	\$ -	\$ 250,000	2015
SCADA System Upgrade	<u>\$ 186,430</u>	<u>\$ -</u>	<u>\$ 186,430</u>	2011
<b>Total Capital Equipment and Replacements</b>	<b>\$ 902,165</b>	<b>\$ -</b>	<b>\$ 902,165</b>	
<b>Restricted Bond Funds</b>				
Redemption Fund	\$ 365,516	\$ 61,500	\$ 427,016	
DNR Replacement Fund	\$ 1,058,600	\$ 15,000	\$ 1,073,600	
Depreciation Fund	<u>\$ 33,283</u>	<u>\$ -</u>	<u>\$ 33,283</u>	
<b>Total Restricted Bond Funds</b>	<b>\$ 1,457,399</b>	<b>\$ 76,500</b>	<b>\$ 1,533,899</b>	
Post Retirement Sick Leave Reserve	\$ 82,000	\$ 4,000	\$ 86,000	
Self Insurance Reserve	\$ 50,000	\$ -	\$ 50,000	
Unrestricted Reserve *	<u>\$ 773,654</u>	<u>\$ (10,727)</u>	<u>\$ 762,928</u>	
<b>Total Cash and Investments</b>	<b>\$ 3,265,219</b>	<b>\$ 69,773</b>	<b>\$ 3,334,992</b>	

\* Unrestricted Reserve equals 5 1/2 months of wastewater utility operating expenditures.

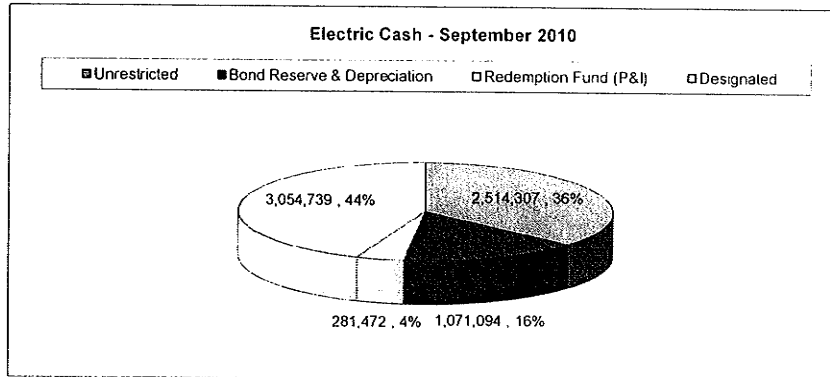
**Stoughton Utilities**

Cash & Investments

**Electric**

Sep-10

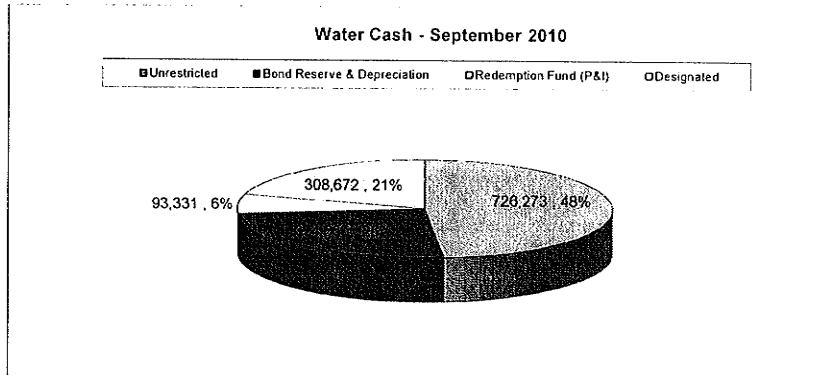
Unrestricted	2,514,307
Bond Reserve & Depreciation	1,071,094
Redemption Fund (P&I)	281,472
Designated	3,054,739
<b>Total</b>	<b>6,921,612</b>



**Water**

Sep-10

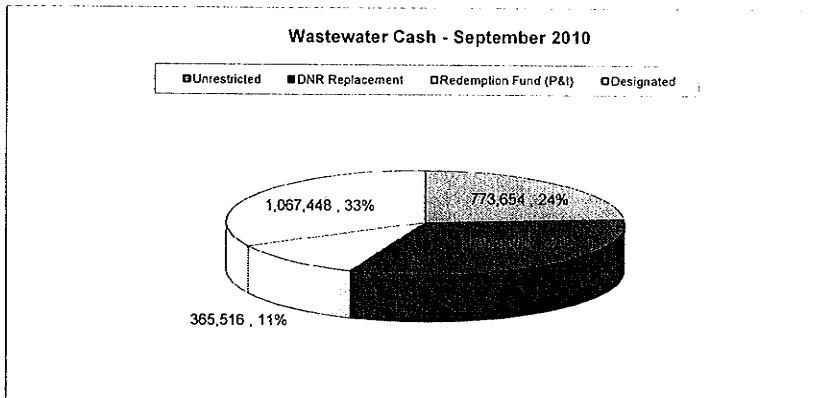
Unrestricted	726,273
Bond Reserve & Depreciation	374,660
Redemption Fund (P&I)	93,331
Designated	308,672
<b>Total</b>	<b>1,502,935</b>



**Wastewater**

Sep-10

Unrestricted	773,654
DNR Replacement	1,058,600
Redemption Fund (P&I)	365,516
Designated	1,067,448
<b>Total</b>	<b>3,265,219</b>



## Stoughton Utilities

Balance Sheet

November 2010 - YTD

<b>Assets</b>	<b>Electric</b>	<b>Water</b>	<b>WW</b>	<b>Total</b>
Cash & Investments	\$ 6,921,612	\$ 1,502,935	\$ 3,265,219	\$ 11,689,766
Customer A/R	1,340,402	168,554	150,665	1,659,620
Other A/R	40,285	8,230	61,342	109,857
Other Current Assets	313,356	177,097	6,155	496,608
Plant in Service	21,627,774	9,637,323	21,672,743	52,937,840
Accumulated Depreciation	(8,908,107)	(3,265,954)	(7,205,645)	(19,379,706)
Plant in Service - CIAC	2,424,216	5,406,105	-	7,830,321
Accumulated Depreciation-CIAC	(521,624)	(1,267,111)	-	(1,788,736)
Construction Work in Progress	730,049	1,687,998	182,804	2,600,851
<b>Total Assets</b>	<b>\$ 23,967,963</b>	<b>\$ 14,055,175</b>	<b>\$ 18,133,283</b>	<b>\$ 56,156,421</b>
<b>Liabilities + Net Assets</b>				
A/P	\$ 1,047,361	\$ 5,758	\$ (27)	\$ 1,053,093
Taxes Accrued	256,663	218,163	-	474,826
Interest Accrued	53,763	16,519	6,702	76,985
Other Current Liabilities	212,869	125,236	102,924	441,030
Long-Term Debt	6,788,539	3,274,799	4,795,454	14,858,792
Net Assets	15,608,766	10,414,700	13,228,230	39,251,696
<b>Total Liabilities + Net Assets</b>	<b>\$ 23,967,963</b>	<b>\$ 14,055,175</b>	<b>\$ 18,133,283</b>	<b>\$ 56,156,421</b>

**STOUGHTON UTILITIES**  
**2010 Statistical Worksheet**

<b>Electric</b>	<b>Total Sales 2009 KWh</b>	<b>Total KWh Purchased 2009</b>	<b>Total Sales 2010 KWh</b>	<b>Total KWh Purchased 2010</b>	<b>Demand Peak 2009</b>	<b>Demand Peak 2010</b>
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	9,562,688	9,566,446	10,423,798	11,065,367	19,032	29,494
June	10,864,926	11,370,009	11,996,858	12,234,744	31,849	28,518
July	11,178,668	11,039,571	14,795,628	14,736,565	22,759	31,542
August	10,995,140	11,799,669	13,763,913	14,414,970	25,591	32,868
September	10,105,696	10,462,828	10,484,124	10,740,930	21,873	23,844
October	10,349,669	10,361,961	10,279,291	10,531,756	18,958	19,609
November	9,899,463	10,319,121	10,545,947	10,800,790	20,903	21,978
December						
<b>TOTAL</b>	<b>115,963,213</b>	<b>119,107,695</b>	<b>124,797,503</b>	<b>128,511,551</b>		

<b>Water</b>	<b>Total Sales 2009 Gallons</b>	<b>Total Gallons Pumped 2009</b>	<b>Total Sales 2010 Gallons</b>	<b>Total Gallons Pumped 2010</b>	<b>Max Daily High 2009</b>	<b>Max Daily Highs 2010</b>
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	38,050,000	37,591,000	36,955,000	42,138,000	1,484,000	1,588,000
June	34,117,000	39,112,000	39,246,000	42,591,000	1,538,000	1,918,000
July	38,823,000	39,259,000	41,633,000	43,468,000	1,479,000	1,812,000
August	33,093,000	37,175,000	39,117,000	43,894,000	1,470,000	2,016,000
September	35,868,000	39,017,000	37,872,000	41,744,000	1,471,000	1,707,000
October	35,655,000	38,448,000	42,191,000	41,130,000	1,537,000	1,609,000
November	32,526,000	36,098,000	35,523,000	38,784,000	1,373,000	1,705,000
December						
<b>TOTAL</b>	<b>386,693,000</b>	<b>415,339,000</b>	<b>413,174,000</b>	<b>447,373,000</b>		

<b>Wastewater</b>	<b>Total Sales 2009 Gallons</b>	<b>Total Treated Gallons 2009</b>	<b>Total Sales 2010 Gallons</b>	<b>Total Treated Gallons 2010</b>	<b>Precipitation 2009</b>	<b>Precipitation 2010</b>
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	33,157,000	48,610,000	26,896,000	41,485,000	2.61	3.84
June	28,747,000	41,693,000	26,507,000	38,734,000	4.30	6.73
July	32,569,000	39,092,000	28,765,000	44,831,000	2.06	8.91
August	27,463,000	37,546,000	26,930,000	40,068,000	3.64	2.55
September	29,235,000	36,851,000	25,693,000	35,752,000	2.84	2.62
October	29,897,000	40,200,000	29,883,000	34,352,000	4.36	3.23
November	27,249,000	38,816,000	25,257,000	31,286,000	1.73	1.91
December						
<b>TOTAL</b>	<b>324,544,000</b>	<b>464,011,000</b>	<b>296,987,000</b>	<b>422,160,000</b>	<b>36.02</b>	<b>38.02</b>



**Stoughton Utilities**

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

*Serving Electric, Water & Wastewater Needs Since 1886*

**Date:** January 11, 2011  
**To:** Stoughton Utilities Committee  
**From:** Robert P. Kardasz, P.E.  
Stoughton Utilities Director  
**Subject:** Stoughton Utilities Communications.

- December 13, 2010 e-mail of thanks for the linemen contribution to the Stoughton Senior Center.
- December 17, 2010 news release regarding Stoughton Utilities sponsorship of performances on energy conservation.
- December 20, 2011 memorandum from WPPI Energy CEO Roy Thilly regarding developments.
- January 4, 2011 news article in the Daily Reporter.com regarding animal impacts to electric distribution systems.
- January 2011 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](http://stoughtonutilities.com)



## Robert Kardasz

---

**From:** hcamacho@ci.stoughton.wi.us  
**Sent:** Monday, December 13, 2010 4:33 PM  
**To:** Robert Kardasz  
**Cc:** cmcglynn@ci.stoughton.wi.us  
**Subject:** FW: Lineman Donation  
**Attachments:** PC130002.JPG; PC130001.JPG

Thanks for your department's donation to the Senior Center. It was very kind and unexpected.

Hollee

Hollee Camacho, Assistant Director  
Stoughton Area Senior Center  
248 W. Main Street  
Stoughton WI 53589  
(608) 873-8585  
[www.ci.stoughton.wi.us/senior](http://www.ci.stoughton.wi.us/senior)

---

**From:** Donna Olson  
**Sent:** Monday, December 13, 2010 4:24 PM  
**To:** Hollee Camacho; Cindy Mcglynn  
**Subject:** FW: Lineman Donation

Disregard my funny look -- I must have been talking

The linemen personally donated for this.  
donna

*Serving Together, We Make a Difference*

Donna L Olson, Mayor  
City of Stoughton  
381 E Main Street  
Stoughton WI 53589  
Office 608 873-6459  
[dolson@ci.stoughton.wi.us](mailto:dolson@ci.stoughton.wi.us)

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**From:** Donna Olson  
**Sent:** Monday, December 13, 2010 4:22 PM  
**To:** Derek Westby; Bill Brehm; Christina Dollhausen  
**Subject:** FW: Lineman Donation

Stoughton Utilities Linemen donate to the Stoughton Area Sr Center.

This donation is personally from the linemen.  
Please place this on the donations page of the web site

Thanks  
donna

*Serving Together, We Make a Difference*

Donna L Olson, Mayor  
City of Stoughton  
381 E Main Street  
Stoughton WI 53589



Office 608 873-6459  
[dolson@ci.stoughton.wi.us](mailto:dolson@ci.stoughton.wi.us)

---

**From:** Donna Olson  
**Sent:** Monday, December 13, 2010 4:21 PM  
**To:** [bkardasz@stoughtonutilities.com](mailto:bkardasz@stoughtonutilities.com)  
**Subject:** Lineman Donation

Please extend my gratitude for the donation to the Sr Center.  
donna

*Serving Together, We Make a Difference*

Donna L Olson, Mayor  
City of Stoughton  
381 E Main Street  
Stoughton WI 53589  
Office 608 873-6459  
[dolson@ci.stoughton.wi.us](mailto:dolson@ci.stoughton.wi.us)

---

**From:** Mike Stacey  
**Sent:** Monday, December 13, 2010 4:19 PM  
**To:** Donna Olson  
**Subject:** Pics

*Michael P. Stacey*

City of Stoughton  
Zoning Administrator/Assistant Planner  
381 E. Main Street  
Stoughton, WI 53589

phone 608-646-0421  
cell 608-209-7768  
fax 608-873-5519  
hours M - F 7:30am - 4:30pm  
website: [www.cityofstoughton.com/planning](http://www.cityofstoughton.com/planning)

Please take a survey and let us know how we are doing: Click on the following link:

<http://www.surveymonkey.com/s/WMD8JB3>

# News Release

## Stoughton Utilities

December 17, 2011

Contact: Alicia VandenOever  
608-877-7420

### **Stoughton Utilities sponsors educational performances on energy conservation**

Stoughton Utilities is sponsoring a touring theater show designed to educate young students about the concepts of energy conservation and efficiency, renewable energy and electrical safety.

The fast-paced, educational show called “Showdown at Conservation Canyon” is presented by the National Theatre for Children (NTC) — the largest in-school educational touring theater company in the world. The program uses colorful sets and engaging characters to teach students about the importance of conserving energy and establishing responsible energy habits.

The interactive program encourages audience participation and presents lessons in a manner that children enjoy. In the program “Showdown at Conservation Canyon,” Sheriff Carrie Gooper learns the citizens of Dodge Ball City are wasting energy. Eager to change the city from their wasting ways, Carrie enlists the help of her friends to get to the bottom of this dilemma and to help her in an upcoming showdown. They inform her about the uses of energy and how electricity and energy are made. Carrie soon learns the importance of energy conservation and is able to transform the city’s wasteful ways while restoring order in Dodge Ball City.

The NTC tours the United States presenting educational theater in schools on behalf of sponsoring organizations. The NTC is based in Minneapolis and uses live theater, curriculum materials and teacher guides to educate children, teachers, adults and parents about energy conservation.

Local performances are scheduled for:

- February 23 at 1:00 and 1:45 at Fox Prairie Elementary.
- February 28 at 12:35 and 1:15 at St. Ann School.
- March 3 at 1:15 and 2:00 at Kegonsa Elementary.
- March 9 at 1:15 and 2:00 at Sandhill School.

After the performance, teachers have an opportunity to complete evaluations and download the curriculum materials and activities for classroom use.

The performances are coordinated by Stoughton's power supplier, WPPI Energy, a regional power company serving 51 customer-owned electric utilities. WPPI Energy members are committed to working together to help educate the next generation of energy users for a better energy future. In 2010, WPPI Energy members sponsored 178 shows at more than 100 schools. Since 1997, WPPI Energy members have reached more than 350,000 elementary schools through NTC performances.

###

*[NOTE TO EDITOR: This live show provides numerous photo opportunities as the performers interact with the students.]*

## MEMORANDUM

TO: WPPI Energy Directors, Alternates, Representatives and Managers  
CC: All WPPI Energy Staff, Mike Peters  
FROM: Roy Thilly  
DATE: December 20, 2010  
SUBJECT: Developments

1. **CEO Transition.** Mike Peters visited WPPI Energy on December 8-10. In addition to meeting with me, Mike spent an afternoon with our Power Supply team for a briefing on WPPI's power supply resources and strategies. He also met with Marty Dreischmeier and Tom Hanrahan for a briefing on WPPI's financial position and statements, future capital requirements and municipal financing issues. After that meeting, Mike got together with Tom Paque for a briefing on member services. He also had gotten together with Dan Ebert to discuss regulatory and legislative matters and lunch with Mike Stuart and me to answer questions after the other staff briefings. Mike had great questions and clearly comes to the job well prepared.

Mike also attended the Executive Committee meeting on December 9<sup>th</sup>. He and his wife, Anita, joined the Executive Committee and senior staff for our annual December dinner. The next morning, Mike attended our Board meeting where he had a chance to address our members and meet many of our Directors. It was a jam-packed and productive trip.

In addition to reviewing many of our contracts and other documents between now and February, Mike will join me and others in January at the APPA Joint Action Workshop. There he will meet many of the other joint action agency managers from around the country. In particular, we will focus on introductions to the other agencies in the Midwest with which we coordinate on a number of matters. He also will meet Mark Crisson, the head of APPA, as well as other APPA staff who attend.

Mike will assume the position of President/CEO on February 1, 2011. I will stay on until the end of February to facilitate the transition. We are currently scheduling a series of meetings in February during which I will introduce Mike to the CEOs of the other Wisconsin utilities and ATC, as well as other Wisconsin utility industry stakeholders. I know Mike will be anxious to get out into the field to visit our member communities as soon as he gets his feet on the ground. We will schedule some initial meetings of small groups of members in different parts of the state to meet with Mike in late February and March, as he begins the job of getting to each member community.

2. **December Board Meeting**. At our December Board meeting, WPPI's 2011 Budget and Rates were approved unanimously. The Board also unanimously approved our 2011-2013 Business Plan, providing solid and clear direction for WPPI Energy going forward. Our members' ability to come together and achieve consensus is gratifying and extremely important to our success.

At the Board meeting, Gary Koppelberger (Hartford) presented a proposal to modify the way the Executive Committee is elected in the future, with the objective of allowing each member an opportunity to serve on the Executive Committee. He presented the proposal for discussion and further review. Chair Lythjohan expects to appoint a group of member representatives to take a close look at Gary's proposal, other options and related issues. During that process, the group will get feedback from all members on our current structure and possible changes. A recommendation will be prepared for consideration by the full Board prior to the next set of elections to be held during our September Board meeting.

3. **Rates**. As noted in our Budget, our expected power cost increase in 2011 is 3.4%, which is below the 5% increase we projected for this year. Our current projections for 2012 and 2013 are 2.5% and 1.0%, respectively. This tracks the stabilization of rates that we have been working to achieve with the completion of the Elm Road project. However, it is important to emphasize that many of the key items that affect power costs are not within WPPI's control, including fuel costs, unplanned outages and, importantly, weather. This October and November we have seen milder temperatures than anticipated, with significant drops in member loads from forecast. When this happens, it pushes WPPI's average power cost up per unit sold to members. However, we have to be careful in thinking through how the same changes may affect retail customer bills. To the extent a retail customer's consumption was lower in these months than in the same months last year, also because of weather, even though the average cost of power is up per unit, the customer's bill will not increase as much as our average cost has changed. If we could find a way to control the weather, our quest for stable costs would be an awful lot easier!

4. **Customer Billing and Smart Metering Initiatives**. Major steps forward on these important projects were made through the Budget and Business Plan process. The strategic move to two partner customer information systems (CIS) is moving forward according to plan. So far, this process has been going smoothly and we will make every effort to stay on schedule. The purchase of a sophisticated meter data management (MDM) system to be located centrally at WPPI and available for use by all members when they choose to move to smart meters, was approved in the Budget and will be funded out of reserves, so that there will not be a rate impact this year. The system will be depreciated in rates over time. This project will position WPPI Energy members and WPPI very well for the future. It is joint action at work!

Progress on selection of preferred vendors for AMI meters has gone slower than desirable for various reasons. We are moving forward now to establish a clear schedule to resolve outstanding issues and to make the decisions that need to be made. The Smart Metering Task Force will be active in the first quarter of 2011 on these issues and we will be instituting a program to communicate more often and more clearly with both the Task Force and members on the status of this project.

5. **Comprehensive Communications Plan.** One of the key items in the Business Plan is a thorough review of our marketing and communication materials with the objective of improving those materials and honing our messages so that they are as effective as possible. We will be developing metrics to measure our success in meeting objectives. Those objectives include significantly increasing retail customer participation in conservation, efficiency and renewable programs and thereby increasing conservation and efficiency savings; maximizing member customer participation in Focus on Energy programs so that substantially more dollars flow back into our communities than are contributed by members to Focus; and importantly, reinforcing, across the board in our messaging, with customers, member officials and opinion leaders the value of public power in general and in particular, of their local municipal electric utility to their community.

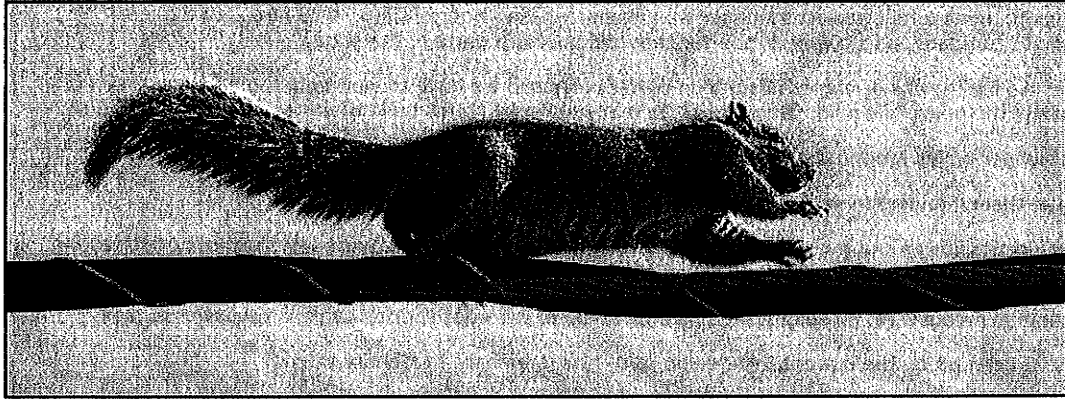
6. **Power Supply Update.** The Elm Road project is wrapping up. Unit 1 has experienced a number of start-up issues this year, which was not unanticipated for a large new unit. Most of those issues appear to have been resolved and the unit has been running well. Unit 2 should be turned over by the end of year or shortly thereafter. There will be a number of issues with respect to both units will have to be resolved in 2011, including punch list items, for final turnover. We are confident that we will stay within WPPI's budget for its share of the project and that these units will be valuable additions to the system. Other potential power supply projects are in negotiation with the objective of achieving the long-term goals specified in our new Business Plan.

Have a great holiday season!

## Squirrely behavior: Critters shock the system

by Marie Rohde

Published: January 4th, 2011



A squirrel tempts fate on a power line Tuesday in the 500 block of Lake Street in Waukesha. (Staff photo by Kevin Harnack)

### By Marie Rohde

When the lights blink and the weather's not stormy, there's a good chance a squirrel just died.

Squirrels as electrocution victims are a leading cause of power outages and a gnawing concern for utilities such as We Energies, said Brian Manthey, a company spokesman.

The problem is not when the critters scurry gracefully across a wire, but rather when they serve as electrical conduits.

"If they are on a wire and touch a piece of equipment that's grounded, the current flows through them," Manthey said. "They're killed and sometimes the power to homes and businesses go out."

Frolicking squirrels, birds and other mischievous fauna caused an estimated 1,000 power outages in We Energies' service area in 2009, the most recent numbers available, said Paul Gogan, manager of electrical reliability and planning for We Energies. That represents about 11 percent of all the power outages in the area, he said.

Gogan said he couldn't say exactly how much damage the animals cause, but equipment on a power pole is worth thousands of dollars and equipment in substations can be worth more than a million, he said.

The number of animal-related outages declined 26 percent since 2004, Gogan said, thanks in large part to more than 87,000 protective devices placed on We Energies' equipment.

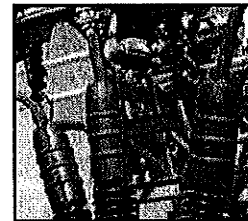
"Trying to keep squirrels off poles is like trying to herd cats," he said. "We insulate the wires and put protective covers over the grounded equipment."

The squirrels also prompted a little creative engineering on the part of power people.

"It's their tails that are generally the problem," Manthey said. "Someone figured out the average length of squirrels and their tails. So we put caps on equipment closer than 18 inches from a wire."

Hungry raccoons are the bigger source of substation problems, he said. Birds frequently nest around substations in the spring, and the raccoons sometimes get scrambled when they go for the eggs, Manthey said. Fences around substations are made of a slippery material designed to discourage the facile climbers.

The power lines are designed to withstand up to three touches before the power is cut off, Manthey said. So if a squirrel is zapped and falls away from the grounded equipment after quick contact, that's not a problem for anyone other than the squirrel.



Covers protect energized conductors from flashovers due to contact from birds, squirrels and other wildlife. (Photo courtesy of Tyco Electronics)

But if an animal stays in contact with the wire and grounded equipment for 30 seconds or so, the juice to nearby buildings gets cut off, Manthey said.

Birds are usually not much of a problem for the company, Manthey said, but a wild turkey caused an outage last year in Jefferson County and got fried in the process.

Gogan said he's heard of large nests of once domesticated parakeets building 8-foot high nests on power lines in southern Illinois.

"We haven't seen any of those," he said.

Sean Anderson, an assistant project manager with Madison-based Hooper Corp., said birds are a bigger problem for his company, particularly in the western and northern parts of the state.

"Sometimes we find hawks or eagles nesting on power poles and we have to wait until the nesting season is over to change the poles," he said. "Sometimes, in really old poles, birds build their nests right into the pole."

Generally, Hooper builds around the nest-infested poles.

"Hey, they're there," Anderson said. "They have to live, too."

Hooper, an electric power and mechanical contractor, creates premade steel poles designed to attract nesting birds and discourage them from setting up house on a utility pole in some areas, Anderson said.

But when animal meets wire, he said, it often is impossible to tell what species caused the power outage.

"After they've been hit by the current," Anderson said, "it can be hard to identify them."

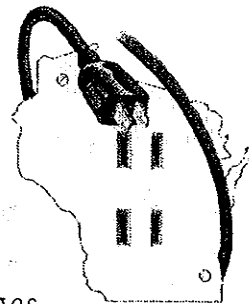
Complete URL: <http://dailyreporter.com/blog/2011/01/04/squirrely-behavior-critters-shock-the-system/>



A Coalition  
to preserve  
Wisconsin's  
Reliable and  
Affordable  
Electricity

# Customers First!

## the Wind



Plugging you in to electric industry changes

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## Wind-siting rules finalized

The four-year quest for uniform, statewide wind-energy siting standards came to an end in December with the adoption of a final administrative rule created by the Public Service Commission (PSC).

Local governments that regulate development and operation of wind-energy systems smaller than 100 megawatts capacity will now have to make sure their ordinances are no more restrictive than the statewide rule provisions.

The PSC rolled out a draft final rule last fall but legislative oversight committees requested changes. The PSC adopted its revised rule early last month and the committees did not ask for further modification. Notable changes include:

- A minimum setback will be required—1,250 feet or three times total turbine height, whichever is less—as measured from any occupied community building or the residence of any neighbor not participating in the project. There is no standard for setback from neighboring property lines.
- Developers will be required to “reasonably minimize” any conversion of land from agricultural use.
- Farm operators who are unable to use aerial spraying within 1/2 mile of a turbine may be eligible for compensation if they suffer crop losses as a result.
- Non-participating neighbors whose residence is within 1/2 mile of a turbine can receive monetary compensation and the amount increases with the number of turbines inside the half-mile radius.

The changes are consistent with positions advocated by the *Customers First!* Coalition, which favored creation of uniform standards. They also met with approval from RENEW Wisconsin, the Madison-based renewable energy advocacy group.

“The final rules strike a reasonable balance between protecting public health and safety and advancing wind energy generation, a proven pathway for creating well-paying jobs and increasing revenues to local governments,” said RENEW Executive Director Michael Vickerman, adding, “Wind develop-

ers in Wisconsin can look forward to a set of workable statewide permitting standards that will facilitate the development of well-designed wind projects.”



Vickerman

## CapX2020 said to bring jobs

The CapX2020 transmission upgrade, to be built mainly in Minnesota, will facilitate delivery of renewable energy to Wisconsin and points east. Project officials and University of Minnesota researchers say it will also mean thousands of new jobs during the five-year construction period.

Groundbreaking on the first segment of the project, a new 345-kilovolt line between Monticello and St. Cloud, Minnesota, took place in November and officials released an economic impact study detailing job creation associated with the multi-year construction program.

Continued on page 3...

## Focus funding approved ...for now

The Legislature's Joint Finance Committee last month approved a new funding plan that provides a big revenue boost for energy efficiency programs, primarily under the Focus on Energy program. The question now is whether the new Legislature will allow the plan to be carried out.

Developed by the Public Service Commission (PSC), the new funding plan increases the expenditures required of regulated utilities for energy efficiency and renewables programs by raising the percentage of their annual operating revenues to be used for those purposes. It's estimated the plan will raise \$120 million for energy efficiency and renewables programs in 2011, \$160 million in 2012, \$204 million in 2013, and \$256 million in 2014.

That compares with roughly \$100 million annually utilities have been required to contribute under the old funding formula.

After being held in the finance committee since mid-November following an objection by now-retired State Rep. Phil Montgomery (R-Ashwaubenon), the plan won approval December 14 on a party-line,



Montgomery

Continued on page 3...

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

A new year brings major changes to Wisconsin state government. For the first time since 1938 the governor's office and both legislative chambers flipped from one party's control to another. Republican Scott Walker takes over as governor on January 3, and with Republicans gaining majorities in both the Senate and Assembly, he will work with a Legislature led by members of his own party.

The Republican-controlled statehouse announced its new leaders and committees shortly after the November elections. Former Assembly Minority Leader Jeff Fitzgerald of Horicon is now speaker, the top post in the Assembly, and Scott Suder from Abbotsford is majority leader. Speaker Fitzgerald's brother, Scott Fitzgerald of Juneau, takes over as majority leader in the Senate. The minority leaders are Mark Miller from Monona in the Senate and Peter Barca from Kenosha in the Assembly.



Bromley

The new administration and Legislature face a \$2 billion-plus budget shortfall and an anemic economy in which the state has seen significant job losses the last few years. Governor Walker and legislative leaders have made it clear that job number one is jobs, and their first order of business will be a special legislative session focused on job creation. Among the proposals expected to be considered are tax cuts for small businesses and a restructuring of the Department of Commerce that would give a new entity more ability to promote economic development.

While the Legislature dives into its jobs agenda, those interested in energy and utility regulation will likely be most interested in the appointment of a new commissioner for the Public Service Commission. The term of current Commissioner and Governor Doyle appointee Mark Meyer ends March 1 giving Governor Walker the opportunity to not only appoint a new regulator in the coming weeks but also to make that person the chair of the three-person commission.

Among the potential legislative issues affecting electricity customers, don't expect to see much of the clean energy proposals that came out of Governor Doyle's Task Force on Global Warming. They were considered by, but failed to pass, the Legislature last year. One exception could be the lifting of the state's ban on new nuclear power plants as that issue seems to have greater support in the new Legislature than it's had in previous ones.

Whatever legislation of interest to electricity customers is introduced, it is likely to go to the Senate Committee on Energy, Biotechnology and Consumer Protection, chaired by Senator Rob Cowles of Green Bay, or the Senate Committee on Judiciary, Utilities, Commerce and Government Operations chaired by Senator Rich Zipperer of Pewaukee. In the Assembly, expect energy legislation to be reviewed by the Energy and Utilities Committee, chaired by Representative Mark Honadel of South Milwaukee. 💡

## Tentatively decisive

Some months back we told you about an affiliate company of Ohio's American Electric Power (AEP) running afoul of state law prohibiting "significantly excessive" profits—as compared, we suppose, with ones that are a little bit excessive. We've been waiting to tell you how the case was resolved.

Maybe next time.

On the last day of November, AEP announced a rate freeze for its affiliate in exchange for parties to the case agreeing that the previous earnings were not "significantly excessive." AEP

would also forego recovery of some regulatory costs and make investments in economic development.

But two weeks later, AEP announced it was withdrawing the agreement because regulators had agreed to a timeline that would push their final decision to ratify it into the second quarter of this year.

We're never sure about these things but suspect the decision might now be pushed back considerably farther than the second quarter of this year. Something to look forward to. 💡

# Exception to the rule?

The last of the legislated electric rate caps expired for Pennsylvania utilities as of December 31 and more consumers are likely to be shopping for an alternative provider in a market that's had its ups and downs. The lingering question is: Has it been worth it?

You can easily get an answer that it has been worthwhile and another that says maybe not so much. Interestingly, you can get them both from the same source.

Rate caps have expired at different times for different Pennsylvania utilities. According to the *Pittsburg Post-Gazette*, Public Utilities Commission Chairman James Cawley last year examined a typical customer's monthly bill and found it to be within pennies of the amount that customer would have paid in 1992. Factor in inflation and it's slightly less.

But over those years, customer choice of alternative power providers has swung up and down, climbing to about 800,000 participants and plummeting to fewer than 140,000, as suppliers have entered and abandoned the market. It now stands at about 652,000.

There are expectations that more providers will enter the market as the last caps come off. Theoretically that would increase competition and make for better deals. Skeptics, however, point to industry consolidation—Allegheny Energy is set to merge with FirstEnergy, which already owns three Pennsylvania utilities—and say it will probably cancel out any competitive surge. 💡

## CapX2020 said to bring jobs

Continued from page 1...

The series of additions to the high-voltage transmission grid serving Minnesota and the surrounding region—most conspicuously featuring three new 345-kilovolt lines equivalent in capacity to the largest lines existing in Wisconsin—is expected to be under construction through 2015. One segment of line is to cross the Mississippi River near Alma, in Buffalo County, terminating at a substation just north of La Crosse.

A study by the University of Minnesota-Duluth's Bureau of Business and Economic Research estimated 2010 would see the creation of 571 jobs (direct, indirect, and induced). The number is expected to rise to 2,257 this year, to 4,580 in 2012, and to peak at 7,802 in 2013.

Job impacts for subsequent years are projected at 5,907 in 2014 and 2,425 in 2015, the study said. UMD researchers note that because the jobs may be carried over from year to year, the numbers can't be added together.

By ensuring electric reliability and providing transmission access for new power generation outlets, located particularly in southern and western Minnesota and the Dakotas, the project will provide lasting benefit to the Upper Midwest, according to Terry Grove of Elk River, Minnesota's Great River Energy and co-executive director of CapX2020.

The economic study also estimates the generation of a collective \$50 million in tax rev-

enue to the four states in which the projects will be built—Minnesota, the Dakotas, and Wisconsin. The full study is posted at [www.CapX2020.com](http://www.CapX2020.com). 💡

## Offshore project still battling

State and federal regulators have been doing their best to advance what would be the nation's first offshore wind-energy farm, but high wholesale power rates for its output continue to draw legal challenges—most recently from a business group with several thousand members.

The Associated Industries of Massachusetts asked the state's highest court to vacate the agreement under which the utility National Grid would buy half the electricity produced by the Cape Wind project. The business group, with about 6,000 members, claimed state utility regulators exceeded their authority in approving the agreement outside competitive bidding procedures.

The business group objects to the wholesale price of power set forth in the agreement. National Grid would pay 18.7 cents per kilowatt-hour with annual 3.5 percent increases for the life of the contract. The price is approximately twice that of electricity from traditional generation sources in Massachusetts. 💡

## Focus funding

Continued from page 1...

11-4 vote. (One Assembly committee seat was vacant.)

But one member who voted in the minority last month—State Rep. Robin Vos (R-Racine)—returns this month holding the gavel as the



Vos

joint committee's Assembly co-chair. Vos derided the PSC plan as "a \$740 million rate increase" and said it would be overturned in the 2011-12 budget bill, which he will have

a significant hand in writing.

Separately, State Sen.



Cowles

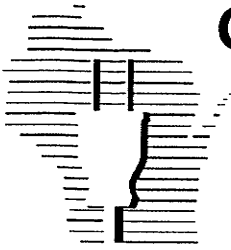
Robert Cowles (R-Green Bay) indicated in December he would seek an audit of the Focus on Energy program by

the Legislative Audit Bureau. Cowles was the chief sponsor of the 2005 Act 141 renewable energy legislation, a key component of which was language making it harder to divert energy conservation money from the Focus program to finance other state spending.

That provision, to see that the program's funds were actually spent for their designated use, was a key *Customers First!* Coalition priority in supporting Act 141. 💡

## Energy saver tip

It will probably be as cold this month as it's going to get all year and there are some simple things you can do to get the most out of your heating dollar. Use inexpensive heat deflectors to send warm air from floor registers across the floor. They'll help heat your rooms more efficiently and keep you more comfortable than if the output from your furnace is allowed to rise straight to the ceiling. 💡



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## Quotable Quotes

*"Resolution of AEP Ohio's 2009 Significantly Excessive Earnings Test Creates Value for Customers"*  
—Headline, American Electric Power press release, November 30, 2010

*"AEP Ohio Withdraws from Resolution of 2009 Significantly Excessive Earnings Test"*—Headline, American Electric Power press release, December 16, 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

**Date:** January 11, 2011 *Serving Electric, Water & Wastewater Needs Since 1886*  
**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.

January 18, 2011	Regular Meeting - WPDES Permit Status Report
February 14, 2011	Regular Meeting - Discuss Stoughton Utilities 2010 Accomplishments- Approve Declarations of Official Intent(s) - Stoughton Utilities Goals Status Report
February 28-March 3, 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, 2011	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



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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
June 20, 2011	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 24, 2011	Municipal Electric Utilities of Wisconsin (MEUW) Sixth Annual Lineman's Rodeo in Oconomowoc
June 28, 2011	Common Council Meeting - Approve Compliance Maintenance Annual Report (CMAR) and adopt the corresponding resolution - Approve annual write-offs
July 18, 2011	Regular Meeting
August 15, 2011	Regular Meeting - Tour East Electric Substation
September 14-16, 2011	American Water Works Association Annual Conference in Milwaukee
September 15-16, 2011	WPPI Energy (WPPI) Annual Conference in Madison
September 18-24, 2011	Stoughton Utilities Public Power Week
September 21, 2010	Stoughton Utilities Public Power Week Open House
September 26, 2011	Regular Meeting - Approve the Stoughton Utilities 2011 Budget and Ten-Year (2011-2020) Capital Projects Program and recommend them to the Stoughton Common Council - Approve the Stoughton Utilities Non-Represented employees wage adjustments and recommend them to the Stoughton Personnel Committee and the Stoughton Common Council Customer - Collections Status Report

October 4, 2011	WPPI Energy Orientation Meeting in Sun Prairie
October 6, 2011	Municipal Electric Utilities of Wisconsin (MEUW) District Dinner Meeting
October 24, 2011	Special Meeting - Conduct hearings for the 2010 Tax Roll Nomination
October 24, 2011	Regular Meeting
October 26-28, 2011	Wisconsin Wastewater Operators Association (WWOA) Annual Conference in Wisconsin Dells
November 14, 2011	Regular Meeting - Tour Well No. 7 - WPPI Energy Presentation
December 15, 2011	Stoughton Utilities Holiday Open House
December 19, 2011	Regular Meeting - Stoughton Utilities RoundUp Donation

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent



## Stoughton Utilities Activities Reports December 2010

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

Seasonal activities including tree maintenance, sanitary sewer collection system televising and cleaning, and well station maintenance continued. Office staff continues to work with customers fulfilling their financial obligations. Planning efforts are continuing for projects scheduled for 2011.

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

#### **Accomplishments:**

- Attended Budgeting for Outcomes meeting on December 16.
- Attended MEUW Management Certification workshop on December 8.
- Closed all remaining 2010 water and wastewater work orders.
- Prepared final American Recovery and Reinvestment Act (ARRA) quarterly report for East Elevated Tank Project.
- Processed work order allocations for customer invoices/refunds.
- Prepared rate information for City Council December 14 meeting.
- Continued work paper preparation for year-end audit.
- Investment sales/purchases and income tracking.
- Monthly account reconciliation, reporting and billing statistics for November 2010.

#### **In Progress:**

- Year-end audit preparation.
- Research – USDA Rural Economic Development Loans and Grants program.
- Monthly account reconciliation and reporting for December 2010.



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

- Staff processed 7,611 payments totaling \$1,289,954, including 4,751 checks, and 324 credit cards. Numbers are down significantly when compared to October and November due to the winter moratorium to 572 online E-Pay payments, 1,844 automated bank withdrawals, and \$11,133 in cash.
- Staff mailed 1,037 residential past-due notices. Approximately 70 10-day disconnection notices for customers with water services were mailed to accounts with balances over \$275, and one disconnection was performed.
- Staff processed utility billing and collections, accounts payable, payroll, and daily cash deposits.
- Staff participated in the City of Stoughton and the Stoughton Utilities holiday luncheon and open house.
- No customer inquiries/complaints were lodged with the Wisconsin Public Service Commission during the month of December.
- Brian Hoops and Erin Bothum continued working with Infosend and WPPI Energy to finalize the billing statement print/mail outsourcing. Despite our months of planning and preparation, the Northstar billing system produced a content file that was missing the payment, penalty and adjustment history for all customers. Fortunately, Northstar programmers were able to provide a fix the following afternoon (December 8); however this did cause a one-day delay in sending our file, which then caused us to miss the daily deadline for next-day mailing. As a result, bills were mailed on Friday, December 10 and received by customers the following Monday, December 13.

A few minor issues were found after mailing. Fixes have been provided and were implemented on the bills mailed on January 7. WPPI Energy continues to finalize the details for paperless billing via email and we hope to start advertising the program in the first quarter of 2011.

To date, all customer feedback on the new format has been positive. The additional usage information and graphs, along with the increased information on conservation was welcomed by our customers.

- Brian Hoops attended the WPPI Energy Board of Directors meeting. A lot of information was shared and new insight into WPPI Energy's rates and operations was learned.
- Brian Hoops continues to work to redesign the back-end of the Stoughton Utilities private administration portal for staff.
- Enecia Sabroff continues to collect outstanding commercial deposits. Of the original 36 requests, 12 have paid in full and 7 are paying in installments.
- Enecia Sabroff began preparing information for future residential deposit requests for customers who have not been paying since the winter moratorium began.

- Enecia Sabroff has been continuing to work with our contracted collection agency to collect balances for final accounts. Now that we are in the tax season, it is anticipated that T.R.I.P. will begin to have an impact on our success rate.
- Erin Bothum completed the monthly utility billing as well as issued 94 final billing statements for customers who have moved from their prior addresses.

**ELECTRIC DIVISION AND PLANNING DIVISION – Utilities Operations**  
**Superintendent Sean O Grady**

**Wisconsin Clean Cities-Southeast Area Inc.:** Staff helped develop an informational Best Practice Guide for owner/operators of Neighborhood Electric Vehicles. This guide will provide information on laws governing the use on public streets, maintenance, and hazards to avoid.

**Wastewater and Water Supervisory Control and Data Acquisition (SCADA) Systems:** Staff has prepared a bid package and is working under an engineering agreement with Strand and Associates. This project will be advertised next winter with a tentative completion time in November of 2011.

**American Transmission Company (ATC):** Staff is scheduled to receive annual “Hold Card Training” at our office. This training gives SU staff the ability to operate switches owned by ATC. Double locks will be placed on all Stoughton switches. These double locks will give staff the ability to operate the designated switches in an emergency. An emergency is determined when a contract employee from ATC is not available or in the area to operate the switch or switches providing transmission service to Stoughton.

**Tower No. II:** We are currently working with our maintenance contractor on repairing/replacing the deteriorating insulation located on the riser and discharge pipes located inside the tank on Furseth Road. We also have a minor leak on the mud valve that is scheduled to be repaired in January.

**North Substation:** We lost one of five electronic feeder control panel inside the substation. This failure caused an electrical service outage for approximately 400 customers on the Northwest side of the City. Crews were able to restore power within one hour to the affected area by picking up the load from another feeder until repairs could be scheduled. The failed control panel was replaced and the feeder placed back in service approximately two weeks later.

**Substation Fusing Project:** This project is one of our high priority projects and will be carried over into 2011. Some equipment has been ordered and we continue to review/revise the construction drawings with our vendors. Our plan is to make the final order in January and begin construction with our staff in late winter/early spring. Our goal is to have this project completed before the summer construction season begins.

**East Main Street Project:** Existing underground facilities along the construction route have been identified and shared with Strand and Associates. These locations are crucial in providing uninterrupted service interruptions as well as minimizing construction changes orders after the project is awarded.

**Hybrid Bucket Truck:** A pre-paint inspection and delivery of the second unit took place this month. Anyone interested in seeing how these units operate or would like to see the differences between a conventional unit versus a hybrid unit can contact me for a demonstration.

**2011 Annual Line Clearance Contract:** We are currently advertising for our 2011 line clearance work. We hope to have an award of contract in January with crews starting late winter early spring. We anticipate between 9-10 week's worth of work.

**Mill-Fab:** A step-down transformer serving the Mill-Fab property failed and required immediate replacement. Crews restored power in approximately seven hours with the assistance from Mark Rosenbaum's staff and crane used to lift and set the step-down transformer.

**Winter Blizzard:** Two Crews started restoration work around midnight on December 11, 2010 and worked into the following evening restoring mostly wind related outages throughout the service territory.

**Customer Work Orders:** 2010 brought a busier construction season than 2009. We processed 10 temporary electric services, 25 new services, 35 upgrades, 4 relocations, and 23 service repair work orders.

**Fall/Winter Reconstruction Projects:** Three crews have started working on our annual line clearance work.

### **WASTEWATER DIVISION – Utilities Wastewater System Supervisor Brian G. Erickson**

**Sanitary Sewer Collection System:** We had thirteen sewer call-outs in 2010 and only two were obstructed sewer mains. The other eleven were property owner's laterals. We will continue to televise the collection system throughout the winter months. 2011 Sanitary sewer projects continue to move forward.

**Projects:** Waste gas burner project was completed in December. This project included the replacement of our old waste gas burner and is now tied into our SCADA system and is totally automated. The waste gas burner flames off excess gas build-up in our digestion process before it gets to dangerous levels. Continue to work with Strand and Associates on our SCADA system upgrade for 2011. E. Main Street project includes about 1,000 feet of sanitary sewer replacement and 12 manholes. We will also be replacing private sewer laterals to the property line.

DNR / EPA updates: I will be attending a meeting in January concerning TMDL to the Rock River watershed. I will update you in next month's activity report. No word on our permit from the DNR or EPA.

Fall sludge hauling for 2010 totaled 396,000 gallons. Yearly total of 905,000 gallons of sludge was hauled to farmer's fields for injection.

The precipitation for the month was 1.35 inches. The year to date precipitation totaled 37.27 inches.

The wastewater treatment facility treated an average flow of 1.06 million gallons per day with a monthly total of 33 million gallons.

### **WATER DIVISION – Utilities Water System Supervisor Roger M. Thorson**

We remain busy working with our Utilities Accountant on figures for our year-end reports for the Public Service Commission and yearly audit.

During the month, we repaired a water main break on Clyde St. Most of our water main breaks occur in January and February.

Staff is busy performing routine maintenance on our well houses and pumping equipment.

Water Utility staff participated in the following safety sessions this past month. Water tower fall protection and our annual review on respiratory protection.

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

#### **Customer Account Activities**

**Residential:** Conducted energy audits for several residential customers.

**Stoughton Trailers:** Provided utility account history data to the Energy Manager at Stoughton Trailers upon request and scheduled a meeting for January 2011 to discuss energy efficiency opportunities for all facilities.

#### **Energy Services Administration**

**2011 Action Plan:** Submitted 2011 Energy Services Action Plan to utility staff for review.

**National Theatre for Children:** All four eligible schools are scheduled for National Theatre for Children shows in early 2011. A news release was sent to the Courier Hub.

**Dates at Stoughton Utilities in December: 2, 9, 22**

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

**Accomplishments**

*Training*

- Trained on the topic of Water Tower Fall Protection Training
- Trained on the topic of Respiratory Protection Safety Training
- Performed Respiratory Fit Testing
- Prepared for Training on Confined Space Entry

*Audits/Inspections*

- Completed a Forklift compliance inspection
- Completed an inspection on the main building garage

*Compliance/Risk Management*

- Started revising Confined Space written program
- Continued revising the General Safety Rules
- Filed Continuing Education Credits
- Filed safety training records (electronically and paper)
- Started Accident Report
- Updated incident logs and filed incident reports
- Completed MSDS update
- Complete Annual Compliance Calendar
- Set up Employee Hearing Audiograms

**Goals & Objectives**

*Training*

- Complete Control of Hazardous Energy (Lock Out/Tag Out) training
- Complete Confined Space Entry training

*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*

- Finish reviewing General Safety Rules

- Finish reviewing Confined Space Entry Written Program

**Scheduled dates MEUW SCRSC Safety Coordinator, Chris Belz, was at Stoughton Utilities: December 6, 13, 20 and 27**

**Please visit us on our website at [www.stoughtonutilities.com](http://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

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**Date:** January 11, 2011

**To:** Stoughton Utilities Committee

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

**Subject:** Status Of The Stoughton Utilities Committee Recommendation(s) To The  
Stoughton Common Council.

At the December 20, 2010 Stoughton Utilities Committee Meeting, Alderperson Carl Chenoweth requested that an Alderperson present the status of the Stoughton Utilities Committee recommendation(s) to the Stoughton Common Council in lieu of a written report prepared by the Stoughton Utilities Director.

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent



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Fax 608-873-4878  
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**Date:** January 11, 2011  
**To:** Stoughton Utilities Committee  
**From:** Robert P. Kardasz, P.E.  
Stoughton Utilities Director  
**Subject:** Stoughton Utilities Commercial Customers Deposit Policy.

At the December 20, 2010 Stoughton Utilities Committee Meeting, Alderperson Carl Chenoweth requested that the Stoughton Utilities Committee Commercial Customers Deposit Policy be placed on the agenda of the January 18, 2011 Stoughton Utilities Committee Meeting.

The Stoughton Utilities Commercial Customers Deposit Policy that was approved by the Stoughton Common Council on December 14, 2010 is attached.

Encl.

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent

Brian R. Hoops  
Stoughton Utilities Office and Information Systems Supervisor



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### 3. Customer Deposits - Commercial

3.1 Stoughton Utilities (SU) shall require a cash deposit as a condition for ALL new commercial customer accounts when the customer has negative or no commercial payment history with SU. SU will *consider* proof of established credit in lieu of a deposit. Such proof of established credit shall include the following:

- A. Credit information from credit reporting services, or
- B. Letter of credit from a financial institution or another utility, or
- C. Audited assets and financial condition report of the business.

Commercial deposits shall *not be waived for any reason*. Residential waivers, including low income or enrollment in P.A.P. do not apply to commercial accounts.

3.2 For existing commercial customers, Stoughton Utilities shall require a cash deposit as a condition of continuation of service if any of the following circumstances apply.

- A. The customer's service has been disconnected within the last 12-month period for non-payment or violation of SU's utility rules and regulations.
- B. The customer's initial application for service was falsified.
- C. The customer has the ability to pay, but accrues a balance over the winter months that is 80 days or more past due.
- D. The customer has not made prompt payment of all bills within the last 24 months.

3.3 SU shall notify the customer in writing of the following customer rights.

- A. The customer shall be given 30 days to provide the deposit or establish a deferred payment agreement.
- B. An explanation of why SU is requiring a deposit.
- C. The customer can appeal the amount of the deposit to the Wisconsin Public Service Commission.

3.4 For deposits required on new accounts, SU will use consumption data from a similar existing business to determine a reasonable deposit amount. If after 12 months of service, the deposit amount is greater than necessary based on actual consumption, the customer may request a refund of the difference between the amounts.

For existing customers, the amount of deposit required shall generally be equal to 2 months average bills over the previous 12-month period. For deposits required under section 3.2 ( C ) the deposit shall equal 4 months average bills over the previous 12-month period.

If a customer meets any criteria set forth in 3.2 after a deposit has already been calculated for a previous qualifying circumstance (but prior to any of the events specified in 3.8) the deposit shall be recalculated using the specification above. If the new amount is higher than the previous amount on file, the customer shall have 30 days to make up the difference. If the new amount is lower than the previously collected amount on file, the original deposit amount shall stand as is. The timeperiod specified in 3.8 will start from the date of the new calculation.

3.5 Funds collected from customers shall be allocated in the following order: To past-due deposits, to past-due balances, to current balances, to current deposit requests.

3.6 Deposits shall accrue interest from the date a deposit is made to the date it is applied to an account balance or is refunded. SU uses the annual interest rate determined by the Public Service Commission for calculating payable interest.

3.7 If SU deducts an arrearage from a customer deposit, we shall require the customer to bring the deposit up to its original amount, and that amount shall be held for 24 months.

3.8 SU will refund the deposit of a customer for any of the following reasons.

- A. The customer makes 24 consecutive prompt payments.
- B. Upon termination of service and after satisfying all arrearages. If the account is reopened at a different address, the deposit shall be transferred.

Refunds will be made by check or account credit if the customer has another active account with a balance due.

3.9 If a commercial customer is listed as a tenant on their billed unit, SU shall inform the property owner in writing if any of the following events occur:

- A. SU has requested a deposit from a new or existing commercial customer. The deposit amount shall be provided to the property owner.
- B. SU has accepted proof of established credit in lieu of a cash deposit. Financial details received by the accountholder shall not be shared, nor shall this decision be overturned by the property owner.
- C. SU has deducted an arrearage from the customer deposit and is requesting the accountholder to bring the deposit to its original amount.
- D. SU has disconnected the customer's service as a result of the customer failing to comply with any request for deposit.
- E. SU has refunded the deposit as set forth in 3.7.



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**Date:** January 11, 2011

**To:** Stoughton Utilities Committee

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

**Subject:** Stoughton Utilities/United States Department Of Agriculture (USDA) Economic Development Revolving Loan Program Status Report No. 2.

Utility staff recently submitted the attached "request for eligibility determination" to USDA. If eligibility requirements are met, Stoughton Utilities could apply to receive grant and/or loan funds that would in turn be used as a revolving loan fund to support economic development projects. Eligible projects may include business start-ups and expansion, community development, business incubators, medical and training programs, and feasibility studies. Stoughton Utilities could provide zero interest loans to ultimate recipients for these purposes.

To date, utility staff has not received a response from the United States Department of Agriculture Rural Development Program regarding eligibility for funding. We've asked Brenda Heinen in the USDA – Stevens Point, WI office to help us monitor the status of our request.

Encl.

cc: Sean O Grady - Stoughton Utilities Operations Superintendent

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

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



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January 4, 2011

Joseph S. Badin, Director  
Northern Regional Division  
United States Department of Agriculture  
Rural Development – Utilities Program-Electric  
Stop 1566 (Room 0243)  
1400 Independence Avenue, SW  
Washington DC 20250-1566

RE: Request for RUS Financing Eligibility Determination

Dear Mr. Badin:

The City of Stoughton Municipal Electric Utility (Stoughton Utilities) in Stoughton, Wisconsin is seeking identification by Rural Utilities Service (RUS) as an eligible borrower under the Rural Electrification Act. Our initial request for information on the USDA Rural Economic Development Loan and Grant Program led us to Brenda Heinen, Rural Development B&CP Loan Specialist in the USDA office in Stevens Point, Wisconsin. Brenda advised us that the initial step to becoming eligible is to request an "Eligibility Determination" from your office. Therefore, we are requesting that RUS make a finding on our municipal electric system's general eligibility to receive grant and/or long term loan funds to increase economic productivity, employment and household incomes in our rural Wisconsin service territory.

Stoughton Utilities provides electric service within the municipal boundaries of the City of Stoughton, Wisconsin as well as to 2,326 customers in five surrounding Townships. Electric customers in the Town of Dunn, Town of Pleasant Springs, Town of Dunkirk, Town of Rutland, and Town of Porter comprise nearly 28% of the total 8,377 customers served. Presently, we have a total of 7,552 residential and 825 commercial and industrial consumers. We own and operate about 220 miles of 12.4 kV distribution lines and have 6 @ 10 MVA transformers in operation within three substation(s). Our system peak is 33 MW and 2009 sales totaled \$12.5 million. Enclosed is an Electrical Territory Map.

If any additional information is required, please contact me.

Sincerely,  
Stoughton Utilities

Kim M. Jennings  
Finance & Administrative Manager

CC: Brenda Heinen, Rural Development B&CP Loan Specialist



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**Date:** January 11, 2011

**To:** Stoughton Utilities Committee

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

**Subject:** Stoughton Utilities E. Main Street Project Status Report No. 2.

Core samples along E. Main Street were taken on January 4, 2011 and the project design has moved towards completion. It is anticipated that we will have a recommendation for Stoughton Utilities Committee action on February 14, 2011.

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent

Brian G. Erickson  
Stoughton Utilities Wastewater System Supervisor

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

Roger M. Thorson  
Stoughton Utilities Water System Supervisor



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**Date:** January 11, 2011

**To:** Stoughton Utilities Committee

**From:** Brian G. Erickson  
Stoughton Utilities Wastewater System Supervisor

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

**Subject:** Stoughton Utilities Wastewater Water Pollutant Discharge Elimination System (WPDES) Permit Status Report No. 6.

As discussed at the July 19, 2010, August 16, 2010, September 20, 2010, October 25, 2010, November 15, 2010, and December 20, 2010 Stoughton Utilities Committee Meetings, the following information is provided for consideration:

- The WDNR and the USEPA continue to review our draft WPDES Permit. We believe the draft permit will be issued later this year with a January or February 2011 effective date. Finalized requirements to date are in bold print.
- We expect the following:

Ammonia Nitrogen. It is unclear if only continued monitoring, or if a time schedule for a pH control limit consisting of chemical addition or additional aeration will be established.

Anti-Degradation Program. It is unclear if limits will be established with a time schedule for our next treatment facility construction project.

Biochemical Oxygen Demand. **Continued monitoring for the existing limits.**

Capacity, Management, Operation & Maintenance (CMOM). It is unclear if the existing sanitary sewer collection system overflow restrictions will be increased.



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Chemical Toxicants. **Continued monitoring for the existing limits.**

Chlorides. It is unclear if only continued monitoring, or if a time schedule for a chloride control limit will be established.

Dissolved Oxygen. **Continued monitoring for the 6.0 mg/l limit.**

Fecal Coliform. **Continued monitoring for the existing limits.**

Mercury. **A 3.3 ng/l limit, continued mercury monitoring and reduction efforts shall be established.**

pH. **Continued monitoring for the existing limits.**

Phosphorus. It is unclear if the existing limits will be reduced; triggering a time schedule for further phosphorus control and when new limits will be established.

Suspended Solids. **Continued monitoring for the existing limits.**

Thermal Abatement. **The new rules became effective on October 1, 2010 and we have initiated the monitoring of our wastewater effluent.**

Total Maximum Discharge Limits (TMDLs). **Dischargers in the Rock River Basin may have TMDLs that are daily requirements rather than the current monthly average limits.**

Whole Effluent Toxicity (WET). **Annual aquatic life WET testing will resume when the permit is re-issued.**

Nothing has changed since our last status report. Our biggest concerns remain with the ammonia nitrogen and phosphorus requirements and the availability of low-interest funding. It is also unclear if some organic expansion may be addressed. Although the wastewater treatment facility may be organically under-designed, the treatment results are excellent.

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent

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



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**Date:** January 11, 2011  
**To:** Stoughton Utilities Committee  
**From:** Robert P. Kardasz, P.E.  
Stoughton Utilities Director  
**Subject:** Stoughton Utilities Wastewater Monitoring Report For December 2010.

The Stoughton Utilities Wastewater Discharge Monitoring Report for December 2010 that was transmitted to the Wisconsin Department of Natural Resources (WDNR) on January 7, 2011 and is provided for discussion purposes.

Encl.

cc: Sean O Grady  
Stoughton Utilities Operations Superintendent  
  
Brian G. Erickson  
Stoughton Utilities Wastewater System Supervisor




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Fax 608-873-4878  
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# Electronic Discharge Monitoring Report Certification

For DNR Use Only

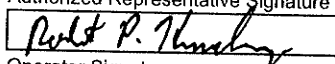
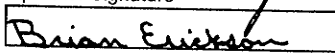

Facility Name:	STOUGHTON WASTEWATER TREATMENT FACILITY	Date Received:	
Contact Address:	700 Mandt Parkway Stoughton, WI 53589	DOC :	 258764
Facility Contact:	Brian Erickson, WW Supervisor	FIN:	5826
Phone Number:	(608) 873-3379	FID:	113003550
Permit Number:	0020338	Region:	South Central Region
Reporting Period:	12/01/2010 - 12/31/2010	Permit Drafter:	Holly J Heldstab
Form Due Date:	01/15/2011	Reviewer:	Bob Liska
		Office:	Fitchburg

Submission of your discharge monitoring data, including this certification document, is required by section 283.55, Wis. Stats., and chapters NR 205 and NR 214, Wis. Admin. Code.

Personally identifiable information collected on this document or submitted in your electronic discharge monitoring data may be used for purposes other than for which it was originally collected. This does not include passwords or User IDs. DNR is required to provide all non-confidential information to any person who requests it under the Open Records law. Such information may be provided to the public in its original form or in an electronic report. Information reported may be made available to the public via a DNR web page.

I certify under penalty of law that the discharge monitoring data submitted to DNR on 1/7/2011 6:42:53 AM for the period 12/01/2010 to 12/31/2010 and identified by the DOC number listed above, and authenticated by the document key number listed below, and all attachments were prepared under my direction or supervision. I certify that this was done in accordance with a system designed to assure that qualified personnel properly gathered, evaluated and converted the information to electronic form. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information is, to the best of my knowledge and belief, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

If you have any questions, please call DNR - Permits Section - WT/3 at (608) 267-7694

<b>Return Certification to:</b>		Authorized Representative Signature		Date	
WI Department of Natural Resources				<input type="text" value="1-7-11"/>	
DNR - Permits Section - WT/3		Operator Signature		Date	
101 S Webster, Box 7921				<input type="text" value="1-7-11"/>	
Madison WI 537077921		Brian Erickson electronically submitted this on 1/7/2011 6:42:53 AM			
<b>For DNR Use Only</b>					
DOC Key:					
	B8B13D42E212DCD6028706D8711F819A				
Date Received :	<input type="text"/>	Action Taken :	<input type="text"/>		
Date Certified :	<input type="text"/>				
Date Rejected :	<input type="text"/>				

Wastewater Discharge Monitoring Long Report

For DNR Use Only

Facility Name: STOUGHTON WASTEWATER TREATMENT FACILITY  
 Contact Address: 700 Mandt Parkway  
 Stoughton, WI 53589  
 Facility Contact: Brian Erickson, WW Supervisor  
 Phone Number: (608) 873-3379  
 Reporting Period: 12/01/2010 - 12/31/2010  
 Form Due Date: 01/15/2011  
 Permit Number: 0020338

Date Received:  
 DOC: 258764  
 FIN: 5826  
 FID: 113003550  
 Region: South Central Region  
 Permit Drafter: Holly J Heldstab  
 Reviewer: Bob Liska  
 Office: Fitchburg

Sample Point	701	701	701	001	001	
Description	INFLUENT	INFLUENT	INFLUENT	EFFLUENT	EFFLUENT	
Parameter	211	66	457	211	649	
Description	Flow Rate	BOD5, Total	Suspended Solids, Total	Flow Rate	CBOD5	
Units	MGD	mg/L	mg/L	MGD	mg/L	
Sample Type	CONTINUOUS	24 HR FLOW PROP	24 HR FLOW PROP	CONTINUOUS	24 HR FLOW PROP	
Frequency	CONTINUOUS	3/WEEK	3/WEEK	CONTINUOUS	3/WEEK	
Sample Results	Day 1	1.384	374	304	1.083	4
	2	1.394	271		1.136	4
	3	1.336			1.045	
	4	1.352			1.061	
	5	1.354			1.080	
	6	1.339		256	1.060	
	7	1.310	325	236	1.031	4
	8	1.298	290	328	1.024	3
	9	1.346	336		1.096	2
	10	1.302			1.015	
	11	1.405			1.120	
	12	1.365			1.117	
	13	1.335		560	1.063	
	14	1.310	330	304	1.018	5
	15	1.333	243	204	1.040	4
	16	1.351	262		1.105	3
	17	1.290			1.027	
	18	1.305			1.039	
	19	1.358			1.074	
	20	1.366		276	1.064	
	21	1.355	292	200	1.035	5
	22	1.318	262	144	1.069	3
	23	1.301	216		1.027	3
	24	1.286			1.031	
	25	1.174			0.926	
	26	1.238			0.981	
	27	1.290		212	1.039	
	28	1.260	326	252	1.001	6
	29	1.284	279	324	1.052	6
	30	1.430	293		1.123	6
	31	1.556			1.255	

	Sample Point	701	701	701	001	001
	Description	INFLUENT	INFLUENT	INFLUENT	EFFLUENT	EFFLUENT
	Parameter	211	66	457	211	649
	Description	Flow Rate	BOD5, Total	Suspended Solids, Total	Flow Rate	CBOD5
	Units	MGD	mg/L	mg/L	MGD	mg/L
<b>Summary Values</b>	Monthly Avg	1.333064516	292.785714286	276.923076923	1.059258065	4.142857143
	Daily Max	1.556	374	560	1.255	6
	Daily Min	1.174	216	144	0.926	2
	Week 1 Avg					4
	Week 2 Avg					3.333333333
	Week 3 Avg					4
	Week 4 Avg					4
	<b>Limit(s) in Effect</b>	Monthly Avg				
Daily Max						
Daily Min						
Weekly Avg						40 0
<b>QA/QC Information</b>	LOD					
	LOQ					
	QC Exceedance	N	N	N	N	N
	Lab Certification		113003550	113003550		113003550

	Sample Point	001	001	001	001
	Description	EFFLUENT	EFFLUENT	EFFLUENT	EFFLUENT
	Parameter	457	789	377	388
	Description	Suspended Solids, Total	Nitrogen, Ammonia (NH3-N) Total	pH Field	Phosphorus, Total
	Units	mg/L	mg/L	su	mg/L
	Sample Type	24 HR FLOW PROP	24 HR FLOW PROP	GRAB	24 HR FLOW PROP
	Frequency	3/WEEK	3/WEEK	3/WEEK	3/WEEK
Sample Results	Day 1	4	4.7	7.5	0.29
	2			7.4	
	3				
	4				
	5				
	6	5	3.7		0.30
	7	5	2.7	7.5	0.56
	8	9	2.4	7.4	1.36
	9			7.4	
	10				
	11				
	12				
	13	5	8.1		0.88
	14	8	7.7	7.4	0.72
	15	5	6.5	7.4	0.21
	16			7.4	
	17				
	18				
	19				
	20	8	10.5		0.78
	21	6	11.2	7.4	1.08
	22	4	23.2	7.4	0.26
	23			7.5	
	24				
	25				
	26				
	27	8	12		0.56
	28	6	11.7	7.4	0.24
	29	9	28	7.3	1.40
	30			7.7	
	31				

	Sample Point	001		001		001		001	
	Description	EFFLUENT		EFFLUENT		EFFLUENT		EFFLUENT	
	Parameter	457		789		377		388	
	Description	Suspended Solids, Total		Nitrogen, Ammonia (NH3-N) Total		pH Field		Phosphorus, Total	
	Units	mg/L		mg/L		su		mg/L	
<b>Summary Values</b>	<b>Monthly Avg</b>	6.307692308		10.184615385		7.435714286		0.664615385	
	<b>Daily Max</b>	9		28		7.7		1.4	
	<b>Daily Min</b>	4		2.4		7.3		0.21	
	<b>Week 1 Avg</b>	4.666666667							
	<b>Week 2 Avg</b>	7.333333333							
	<b>Week 3 Avg</b>	6.333333333							
	<b>Week 4 Avg</b>	6							
<b>Limit(s) in Effect</b>	<b>Monthly Avg</b>	30	0					1.50	0
	<b>Daily Max</b>					9	0		
	<b>Daily Min</b>					6	0		
	<b>Weekly Avg</b>	40	0						
<b>QA/QC Information</b>	<b>LOD</b>			0.22					
	<b>LOQ</b>			0.74					
	<b>QC Exceedance</b>	N		N		N		N	
	<b>Lab Certification</b>	113003550		113003550				113003550	

Footnotes (DNR Use Only; Instructions for completing this form that are unique for your facility may be displayed here.)

General Remarks

Laboratory Quality Control Comments



**Stoughton Utilities**

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

*Serving Electric, Water & Wastewater Needs Since 1886*

**Date:** January 11, 2011  
**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



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Fax 608-873-4878  
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