



OFFICIAL NOTICE AND AGENDA

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

Meeting of: **CITY OF STOUGHTON UTILITIES COMMITTEE**
Date/Time: Monday, February 20, 2017 at 5:30 p.m.
Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office
600 South Fourth Street, Stoughton, Wisconsin
Members: Mayor Donna Olson (Chair), Alderperson Greg Jenson (Vice-Chair), Alderperson Matt Bartlett, Alderperson Michael Engelberger, Citizen Member David Erdman, Citizen Member John Kallas, Citizen Member Alan Staats

AGENDA:

CALL TO ORDER

CONSENT AGENDA

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

- a. Stoughton Utilities Payments Due List Report
- b. Draft Minutes of the January 17, 2017 Regular Stoughton Utilities Committee Meeting
- c. Stoughton Utilities October 2016 and November 2016 Financial Summaries
- d. Stoughton Utilities Full 2016 Statistical Information
- e. Stoughton Utilities January, 2017 Statistical Information
- f. Stoughton Utilities Communications
- g. Stoughton Utilities Committee Annual Calendar
- h. Stoughton Utilities January 2017 Activities Report

OLD BUSINESS

1. Status of the Stoughton Utilities Committee Recommendation(s) to the Stoughton Common Council **(Discussion)**
2. Inclusion of City Informational Flyers in the Utility Billing Statements **(Action)**

NEW BUSINESS

3. Proposed Position Description for the Utilities Operations Specialist **(Action)**
4. Bad Debt Account Write-Offs through December 31, 2016 **(Action)**
5. American Transmission Company, LLC (ATCLLC) Restructuring Status **(Discussion)**
6. Stoughton Utilities Committee Future Agenda Item(s) **(Discussion)**

ADJOURNMENT

Notices Sent To:

Stoughton Utilities Committee Members
Stoughton Utilities Director Robert P. Kardasz, P.E.
Stoughton Utilities Assistant Director Brian Hoops
Stoughton Utilities Finance Manager Jamin Friedl, CPA

cc: Stoughton City Attorney Matthew Dregne
Stoughton City Clerk Lana Kropf
Stoughton Common Council Members
Stoughton Leadership Team
Stoughton Utilities Operations Superintendent Sean Grady
Stoughton Utilities Wastewater System Supervisor Brian Erickson
Unified Newspaper Group - Stoughton Courier Hub

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

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

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

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

Date: Thursday, February 02, 2017
 Time: 09:17AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 1 of 8
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 2/2/2017

Check Nbr	Type	Date	Amount Paid	Vendor ID / Name	Description
Company: 7430					
001354	HC	1/11/2017	1,034,526.70	009 WPPI	WPPI-Renewable energy/WPPI-Renewable energy/WPPI-Buy Back Solar Credit/WPPI-Buy Back Solar Credit/WPPI-Shared Savings/WPPI-Shared Savings/WPPI-Large Power/WPPI-Large Power/WPPI-Support Services/WPPI-Support Services/WPPI-Support Services/More...
001355	EP	1/12/2017	28,175.69	516 WELLS FARGO BANK	VO for check batch: 307363/VO for check batch: 307363
001356	HC	1/30/2017	415.61	547 Charter Communications-Ach	Charter-Jan Ach/Charter-Jan Ach/Charter-Jan Ach/Charter-Jan Ach/Charter-Jan Ach/Charter-Jan Ach/Charter-Jan Ach
001357	HC	1/30/2017	406.66	002 Employee Benefits Corp - Ach	EBC-Jan Ach/EBC-Jan Ach/EBC-Jan Ach/EBC-Jan Ach/EBC-Jan Ach/EBC-Jan Ach/EBC-Jan Ach
001358	HC	1/30/2017	459.82	007 TDS Metrocom - Ach	TDS Metrocom - Jan Ach/TDS Metrocom - Jan Ach/TDS Metrocom - Jan Ach/TDS Metrocom - Jan Ach/TDS Metrocom - Jan Ach/TDS Metrocom - Jan Ach
001359	HC	1/30/2017	30.52	421 FIRST DATA CHARGES	First Data-Jan Ach/First Data-Jan Ach/First Data-Jan Ach/First Data-Jan Ach/First Data-Jan Ach/First Data-Jan Ach/First Data-Jan Ach
001360	HC	1/30/2017	110.36	856 GORDON FLESCH COMPANY, INC.	Gordon Flesch-Jan Ach/Gordon Flesch-Jan Ach/Gordon Flesch-Jan Ach/Gordon Flesch-Jan Ach/Gordon Flesch-Jan Ach/Gordon Flesch-Jan Ach
001361	HC	1/30/2017	224.74	025 Payroll Federal Taxes- Ach	Fed Taxes-Jan Ach/Fed Taxes-Jan Ach/Fed Taxes-Jan Ach/Fed Taxes-Jan Ach
001362	HC	1/30/2017	168.39	952 AT&T	AT&T-Jan Ach/AT&T-Jan Ach/AT&T-Jan Ach/AT&T-Jan Ach/AT&T-Jan Ach/AT&T-Jan Ach
001363	HC	1/30/2017	844.35	004 Us Cellular - Ach	Us Cellular - Jan Ach/Us Cellular - Jan Ach/Us Cellular - Jan Ach/Us Cellular - Jan Ach/Us Cellular - Jan Ach

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001364	HC	1/30/2017	1,170.30	001 Delta Dental - Ach	Delta Dental - Jan Ach/Delta Dental - Jan Ach/Delta Dental - Jan Ach/Delta Dental - Jan Ach/Delta Dental - Jan Ach/Delta Dental - Jan Ach
001365	HC	1/30/2017	2,699.36	003 Alliant Energy - Ach	Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach/Alliant Energy - Jan Ach
001366	HC	1/30/2017	8,169.45	020 Wells Fargo Bank-Ach	Client Analysis-Jan Ach/Client Analysis-Jan Ach/Client Analysis-Jan Ach/Client Analysis-Jan Ach/Client Analysis-Jan Ach/Client Analysis-Jan Ach
001367	HC	1/30/2017	7,032.51	008 Payroll State Taxes - Ach	State Taxes-Jan Ach/State Taxes-Jan Ach/State Taxes-Jan Ach/State Taxes-Jan Ach
001368	HC	1/30/2017	38,301.62	025 Payroll Federal Taxes- Ach	Federal Taxes-Jan Ach/Federal Taxes-Jan Ach/Federal Taxes-Jan Ach/Federal Taxes-Jan Ach/Federal Taxes-Jan Ach/Federal Taxes-Jan Ach
001369	HC	1/30/2017	8,608.00	014 A T C Company - Ach	A T C Co - Jan Ach/A T C Co - Jan Ach
001370	HC	1/30/2017	16,157.77	010 WI Dept. of Revenue Taxpayment-Ach	Dept of Rev-Jan Ach/Dept of Rev-Jan Ach/Dept of Rev-Jan Ach/Dept of Rev-Jan Ach
024692	CK	1/5/2017	38.60	131 CITY OF STOUGHTON	City Stoton-Dec Retirement/City Stoton-Dec Retirement
024693	CK	1/5/2017	3,320.50	090 SOLENIS LLC	Solenis-Polymer/Solenis-Polymer
024694	CK	1/5/2017	72.00	102 ALERE TOXICOLOGY SERVICES, INC.	Alere-Drug Tests/Alere-Drug Tests/Alere-Drug Tests/Alere-Drug Tests/Alere-Drug Tests
024695	CK	1/5/2017	176.77	133 WISCONSIN SCTF	WI SCTF- 55200/WI SCTF- 55200
024696	CK	1/5/2017	5,325.00	593 UNITED LIQUID WASTE RECYCLING, INC	United Liquid-Sludge haul/United Liquid-Sludge haul

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024697	CK	1/5/2017	1,095.00	695 CAPITAL NEWSPAPERS	Capital Newspaper-Ads/Capital Newspaper-Ads/Capital Newspaper-Ads/Capital Newspaper-Ads/Capital Newspaper-Ads
024698	CK	1/5/2017	200.00	049 N & N CONCETE	N & N Concrete-curb-gutter/N & N Concrete-curb-gutter
024699	CK	1/5/2017	125.00	271 SCHMIDT'S AUTO, INC	Schmidts-auto repair/Schmidts-auto repair
024700	CK	1/5/2017	19.19	324 ELECTRICAL TESTING LAB., LLC.	Elec Testing-Glove Tests/Elec Testing-Glove Tests
024701	CK	1/5/2017	10.00	756 ID-ACCESS	Id Access-id card/Id Access-id card
024702	CK	1/5/2017	5,506.92	781 DUNKIRK WATER POWER CO LLC	Dunkirk-Dec Dunkirk/Dunkirk-Dec Dunkirk
024703	CK	1/5/2017	9,226.74	400 RESCO	Resco-Supplies/Resco-Supplies/Resco-Kva transformer/Resco-Kva transformer
024704	CK	1/5/2017	1,391.65	448 STRAND ASSOCIATES INC.	Strand-Ind discharge reveiw/Strand-Ind discharge reveiw/Strand-WPDES appl/Strand-WPDES appl/Strand-Uniroyal review/Strand-Uniroyal review
024705	CK	1/5/2017	1,000.00	967 HYDRO CORP	Hydro Cross Connection/Hydro Cross Connection
024706	CK	1/11/2017	737.62	327 BORDER STATES ELECTRIC SUPPLY	Border States-Inventory/Border States-Inventory/Border States-Supplies/Border States-Supplies
024707	CK	1/11/2017	1,767.65	451 INSIGHT FS	Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel
024708	CK	1/11/2017	255.96	474 WOODWARD COMMUNITY MEDIA	Woodward-ads/Woodward-ads
024709	CK	1/11/2017	25.00	675 WI STATE LABORATORY OF HYGIENE	Lab of Hygiene-Fluoride tests/Lab of Hygiene-Fluoride tests
024710	CK	1/11/2017	1,743.00	927 XYLEM WATER SOLUTIONS USA INC	Xylem-Mixers & Pumps/Xylem-Mixers & Pumps
024711	CK	1/11/2017	176.77	133 WISCONSIN SCTF	WI SCTF-Jan A Support/WI SCTF-Jan A Support
024712	CK	1/11/2017	210.90	143 DIGGERS HOTLINE, INC.	Diggers Hotline-Dec Locates/Diggers Hotline-Dec Locates

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024713	CK	1/11/2017	225.52	270 WISCONSIN STATE JOURNAL	Wi State Jrnl-Newspaper/Wi State Jrnl-Newspaper/Wi State Jrnl-Newspaper/Wi State Jrnl-Newspaper/Wi State Jrnl-Newspaper
024714	CK	1/11/2017	3,457.50	727 GLS UTILITY LLC	GLS Utility-Dec Locates/GLS Utility-Dec Locates/GLS Utility-Dec Locates/GLS Utility-Dec Locates/GLS Utility-Dec Locates
024715	CK	1/13/2017	42,197.04	131 CITY OF STOUGHTON	City Stoton-Dec Stormwater/City Stoton-Dec Stormwater
024716	CK	1/13/2017	10,220.67	334 ROBERT J NICKLES, INC	R Nickles KPW/R Nickles KPW/R Nickles KPW/R Nickles KPW
024717	CK	1/13/2017	3,400.00	366 STANTEC CONSULTING SERVICES, INC	Stantec-consulting/Stantec-consulting
024718	CK	1/13/2017	12,778.83	990 MJ ELECTRIC, LLC	MJ Electric-retainer/MJ Electric-retainer/MJ Electric-retainer/MJ Electric-retainer
024719	CK	1/26/2017	136.15	076 RICK & CHERYL OLSON	R Olson-Customer Refund/R Olson-Customer Refund/R Olson-Customer Refund/R Olson-Customer Refund/R Olson-Customer Refund
024720	CK	1/26/2017	18,503.70	131 CITY OF STOUGHTON	City Stoton-Jan Retirement/City Stoton-Jan Retirement/City Stoton-Jan Retirement/City Stoton-Jan Retirement/City Stoton-Jan Retirement
024721	CK	1/26/2017	176.77	133 WISCONSIN SCTF	WI SCTF-55200/WI SCTF-55200
024722	CK	1/26/2017	149.56	269 THOMAS SKAU	T Skau-Customer Refund/T Skau-Customer Refund
024723	CK	1/26/2017	113.70	348 DUNN RITE WELDING & REPAIR	Dunn Rite-Customer Refund/Dunn Rite-Customer Refund
024724	CK	1/26/2017	57.00	584 VINING SPARKS IBG, L.P.	Vining Sparks-Safekeeping/Vining Sparks-Safekeeping
024725	CK	1/26/2017	65.47	399 MICHELLE GUTZMER	M Gutzmer-Customer Refund/M Gutzmer-Customer Refund
024726	CK	1/26/2017	365.20	699 SVEUM ENTERPRISES	Svaum-Customer Refund/Svaum-Customer Refund

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024727	CK	1/26/2017	676.44	726 BONNIE SCHIELZETH	B Schielzeth-Customer Refund/B Schielzeth-Customer Refund
024728	CK	1/26/2017	136.18	829 DAVID STRONACH	D Stronach-Customer Refund/D Stronach-Customer Refund
024729	CK	1/26/2017	45.57	853 R ENTERPRISES	R Enterprises-Customer Refund/R Enterprises-Customer Refund
024730	CK	1/26/2017	970.00	232 MIDWEST TESTING LLC	Midwest testing-Meter tests/Midwest testing-Meter tests
024731	CK	1/26/2017	232.00	286 STOUGHTON SCHOOLS	Stoton Schools-Customer refund/Stoton Schools-Customer refund
024732	CK	1/26/2017	156.50	324 ELECTRICAL TESTING LAB., LLC.	Elec Test-blanket tests/Elec Test-blanket tests
024733	CK	1/26/2017	6,578.08	362 UTILITY SERVICE CO., INC	Utility-Qtr tower/Utility-Qtr tower
024734	CK	1/26/2017	117.42	400 RESCO	Resco-Supplies/Resco-Supplies
024735	CK	1/26/2017	51,066.00	881 MUNICIPAL PROPERTY INSURANCE CO.	MPIC-Property Ins/MPIC-Property Ins/MPIC-Property Ins/MPIC-Property Ins/MPIC-Property Ins
024736	CK	1/31/2017	149.99	438 JOSH GARDINER	J Gardiner-Customer Refund/J Gardiner-Customer Refund
024737	CK	1/31/2017	35.24	447 JANE LINZMEYER	J Linzmeyer-Customer Refund/J Linzmeyer-Customer Refund
024738	CK	1/31/2017	40.93	643 ROBERT WOODSTOCK	R Woodstock-Customer Refund/R Woodstock-Customer Refund
024739	CK	1/31/2017	127.61	739 ALICE PETERSON	A Peterson-Customer Refund/A Peterson-Customer Refund
024740	CK	1/31/2017	48.63	791 DEBBIE NOTSTAD	D Notstad-Customer Refund/D Notstad-Customer Refund
024741	CK	1/31/2017	149.58	158 JACKIE HASEKER	J Haseker-Customer Refund/J Haseker-Customer Refund
024742	CK	1/31/2017	55.92	167 POWER CURVE TECHNOLOGIES	Power Curve-Customer Refund/Power Curve-Customer Refund
024743	CK	1/31/2017	180.19	465 BRIAN DULMES	B Dulmes-Customer Refund/B Dulmes-Customer Refund

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024744	CK	1/31/2017	21.20	639 BUCKY'S PORTABLE RESTROOMS	Buckys-Customer Refund/Buckys-Customer Refund
024745	CK	1/31/2017	1,000.00	967 HYDRO CORP	Hydro corp-Cross Connection/Hydro corp-Cross Connection
024746	CK	1/31/2017	126.39	311 ROBER & KATHLEEN SCHULTZ	R Schultz-Customer Refund/R Schultz-Customer Refund
024747	CK	1/31/2017	18,356.59	448 STRAND ASSOCIATES INC.	Strand-Lateral observations/Strand-Lateral observations/Strand-West Sub Design/Strand-West Sub Design/Strand-Van Buren sewer-water/Strand-Van Buren sewer-water/Strand-Utility Const/Strand-Utility Const/Strand-Ind discharges/Strand-Ind discharges+
024748	CK	1/31/2017	776.77	491 PUBLIC SVC. COMM. OF WI.	PSC-Rate Case/PSC-Rate Case
024749	CK	1/31/2017	15,460.00	596 CITIES & VILLAGES MUTUAL INS.	Citites-Liability premium/Cities-Auto damage premium/Citites-Liability premium/Cities-Machinery premiums/Cities-Machinery premiums/Cities-Auto damage premium/Cities-Auto damage premium/Cities-Machinery premiums/Cities-Machinery premiums/More...
024750	CK	1/31/2017	144.00	102 ALERE TOXICOLOGY SERVICES, INC.	Alere-Drug tests/Alere-Drug tests
024751	CK	1/31/2017	2,201.30	143 DIGGERS HOTLINE, INC.	diggers Hotline-Locates/diggers Hotline-Locates
024752	CK	1/31/2017	13,996.86	400 RESCO	Resco-Joint compound/Resco-Joint compound/Resco-Gaff Guards/Resco-Gaff Guards/Resco-Transformers/Resco-Transformers/Resco-Tools/Resco-Tools
024753	CK	1/31/2017	160.00	940 WASTEWATER TRAINING SOLUTIONS	WW Training-Phosphorus class/WW Training-Phosphorus class
101376	CK	1/5/2017	190.00	430 STEVEN HARTMAN	S Hartman-class reimb/S Hartman-class reimb
101377	CK	1/5/2017	91.00	600 DEAN HEALTH SYSTEMS	Dean-hearing tests/Dean-hearing tests/Dean-hearing tests/Dean-hearing tests/Dean-hearing tests

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101378	CK	1/5/2017	358.61	809 CINTAS CORPORATION #446	Cintas-clothes cleaning/Cintas-clothes cleaning/Cintas-Bldg cleaning/Cintas-Bldg cleaning/Cintas-Bldg cleaning/Cintas-Bldg cleaning/Cintas-clothes cleaning/Cintas-clothes cleaning/Cintas-clothes cleaning/Cintas-clothes cleaning/Cintas-Bldg cleaning+
101379	CK	1/5/2017	190.00	859 ANDREW RUDER	A Ruder-class reimb/A Ruder-class reimb
101380	CK	1/5/2017	3,956.00	995 MEUW	MEUW-Job training & safety/MEUW-Job training & safety
101381	CK	1/11/2017	114.00	181 BRIAN HOOPS	B Hoops-Conference/B Hoops-Conference
101382	CK	1/11/2017	2,600.00	463 GREAT-WEST	Great West-Jan A Def Comp/Great West-Jan A Def Comp
101383	CK	1/11/2017	114.00	499 ROBERT KARDASZ	R Kardasz-Conference/R Kardasz-Conference
101384	CK	1/11/2017	2,391.00	648 BAKER TILLY VIRCHOW KRAUSE, LLP	Baker Tilly-Audit/Baker Tilly-Audit/Baker Tilly-Audit/Baker Tilly-Audit/Baker Tilly-Audit/Baker Tilly-Audit
101385	CK	1/11/2017	375.00	731 NORTH SHORE BANK FSB	N Shore Bk-Jan A Def Comp/N Shore Bk-Jan A Def Comp
101386	CK	1/11/2017	175.56	809 CINTAS CORPORATION #446	Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning
101387	CK	1/11/2017	3,727.05	852 INFOSEND, INC	Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing
101388	CK	1/11/2017	328.70	912 KENT THOMPSON	K Thompson-Reimbursement/K Thompson-Reimbursement
101389	CK	1/17/2017	11,808.75	157 FORSTER ELEC. ENG.,INC.	Forster-West Substation/Forster-KPW Dev/Forster-Skaalen home addit/Forster-Skaalen home addit/Forster-West Substation/Forster-KPW/Forster-KPW/Forster-KPW Dev
101390	CK	1/17/2017	5,294.45	603 SEERA	Seera-CTC Funds Dec/Seera-CTC Funds Dec

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101391	CK	1/26/2017	44.00	310 HANSON PEST MANAGEMENT	Hanson Pest-Maint/Hanson Pest-Maint
101392	CK	1/26/2017	2,600.00	463 GREAT-WEST	Great West-Jan B Def Comp/Great West-Jan B Def Comp
101393	CK	1/26/2017	375.00	731 NORTH SHORE BANK FSB	N Shore Bank-Jan B Def Comp/N Shore Bank-Jan B Def Comp
101394	CK	1/26/2017	351.12	809 CINTAS CORPORATION #446	Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/More...
101395	CK	2/1/2017	190.00	175 MARTY SEFFENS	M Seffens-School exp/M Seffens-School exp
101396	CK	2/1/2017	190.00	602 CORY HESTEKIN	C Hestekin-School Exp/C Hestekin-School Exp
101397	CK	2/1/2017	7,426.19	852 INFOSEND, INC	Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing
101398	CK	2/1/2017	5,731.95	995 MEUW	MEUW-Qtr 1 program/MEUW-Qtr 1 program/MEUW-Qtr 1 program/MEUW-Qtr 1 program/MEUW-Qtr 1 program
Company Total			1,433,405.00		

Date: Thursday, January 12, 2017

Time: 09:43AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000068'

Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
Import ID: 009010		Import # : 0000000068							
7460	833	000000	436	STOUGHTON LUMBER CO	-150.75	STOUGHTON LUMBER CO	12/21/2016	8720	-
7430	143	000000	994	FRAUD-LOWES #00907	-104.94	FRAUD-LOWES #00907	12/21/2016	4100	-
7460	852	000000	390	BADGER WATER	33.80	BADGER WATER	12/01/2016	8300	-
7460	852	000000	830	NCL OF WISCONSIN INC	234.04	NCL OF WISCONSIN INC	12/16/2016	8300	-
7460	852	000000	937	SPEE-DEE DELIVERY	13.67	SPEE-DEE DELIVERY	12/26/2016	8300	-
7460	852	000000	390	BADGER WATER	67.60	BADGER WATER	12/30/2016	8300	-
7430	921	000000	507	WAL-MART #1176	32.39	Holiday supplies	12/07/2016	3550	-
7450	921	000000	507	WAL-MART #1176	11.78	Holiday supplies	12/07/2016	3550	-
7460	851	000000	507	WAL-MART #1176	14.73	Holiday supplies	12/07/2016	3550	-
7430	921	000000	994	DEAKS PUB & GRILL	156.57	SU Holiday party	12/19/2016	3550	-
7450	921	000000	994	DEAKS PUB & GRILL	56.93	SU Holiday party	12/19/2016	3550	-
7460	851	000000	994	DEAKS PUB & GRILL	71.19	SU Holiday party	12/19/2016	3550	-
7460	851	000000	604	CDW GOVERNMENT	28.20	WAP ceiling mounting kit	12/02/2016	5250	-
7430	903	000000	419	PAYFLOW/PAYPAL	46.57	Credit card processing - online Epay	12/05/2016	5250	-
7450	903	000000	419	PAYFLOW/PAYPAL	16.76	Credit card processing - online Epay	12/05/2016	5250	-
7460	840	000000	419	PAYFLOW/PAYPAL	22.35	Credit card processing - online Epay	12/05/2016	5250	-
7430	233	001099	419	PAYFLOW/PAYPAL	7.47	Credit card processing - online Epay	12/05/2016	5250	-
7430	903	000000	419	PAYFLOW/PAYPAL	29.97	Credit card processing - desktop and recurring	12/05/2016	5250	-
7450	903	000000	419	PAYFLOW/PAYPAL	10.79	Credit card processing - desktop and recurring	12/05/2016	5250	-
7460	840	000000	419	PAYFLOW/PAYPAL	14.38	Credit card processing - desktop and recurring	12/05/2016	5250	-
7430	233	001099	419	PAYFLOW/PAYPAL	4.81	Credit card processing - desktop and recurring	12/05/2016	5250	-
7430	921	000000	690	RADIOHACK DEA00019513	246.75	GIS iPad - AFrderick	12/12/2016	5250	-
7430	921	000000	604	CDW GOVERNMENT	44.37	iPad case - AFrderick	12/12/2016	5250	-
7430	921	000000	836	MSFT E0400310G2	29.70	HOSTED MICROSOFT LYNC SERVICE	12/12/2016	5250	-
7450	921	000000	836	MSFT E0400310G2	10.80	HOSTED MICROSOFT LYNC SERVICE	12/12/2016	5250	-
7460	851	000000	836	MSFT E0400310G2	13.50	HOSTED MICROSOFT LYNC SERVICE	12/12/2016	5250	-
7430	920	000000	994	GLACIER CANYON LLC	82.00	Training expense - Lodging - MEUW Joint Superintendents Conference - RKai	12/23/2016	5250	-
7430	920	000000	994	GLACIER CANYON LLC	82.00	Training expense - Lodging - MEUW Joint Superintendents Conference - BHor	12/23/2016	5250	-
7430	932	000000	333	RITTER TECHNOLOGY	10.61	HYDRAULIC POLE SAW FITTINGS	12/23/2016	6400	-
7430	933	000000	108	ASLESON'S TRUE VALUE HDW	29.95	Storage Velcro for bucket trucks	12/19/2016	5200	-
7430	597	000000	754	EXXONMOBIL 96333224	8.64	METER SCHOOL	12/05/2016	5275	-
7430	597	000000	894	HOTEL MARSHFIELD	356.00	Meter School	12/05/2016	5275	-
7430	921	000000	507	WAL-MART #1176	17.19	Office/bathroom supplies	12/13/2016	5275	-
7450	663	000000	165	MIDWEST METER - JACKSON	822.70	2 inch meter rebuild	12/13/2016	5275	-
7450	675	000000	108	ASLESON'S TRUE VALUE HDW	7.99	500 E. Jefferson St. service repair	12/16/2016	5275	-
7450	675	000000	492	HD SUPPLY WATERWORKS 233	72.75	metering	12/21/2016	5275	-
7450	626	000000	578	THE SHOE BOX	142.20	Safety Shoes	12/28/2016	5275	-
7450	673	000000	148	FASTENAL COMPANY01	21.63	Bolts	12/02/2016	8400	-
7450	642	000000	571	USA BLUE BOOK	57.63	Reagent solution for fluoride tests	12/08/2016	8400	-
7450	652	000000	994	PERKINS OIL COMPANY	75.62	55 poly drums clear	12/08/2016	8700	-
7450	652	000000	108	ASLESON'S TRUE VALUE HDW	57.54	chemical transfer parts	12/09/2016	8700	-
7450	633	000000	436	STOUGHTON LUMBER CO	20.97	Well No. 7 maint repair supplies	12/15/2016	8700	-

Date: Thursday, January 12, 2017

Time: 09:43AM

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Stoughton Utilities Posting Preview Report

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Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
7450	633	000000	108	ASLESON'S TRUE VALUE HDW	12.06	Bulk water meter repair parts	12/16/2016	8700	-
7460	831	000000	108	ASLESON'S TRUE VALUE HDW	15.48	Bungee cord for Jet-Vac.	12/21/2016	8700	-
7450	932	000000	108	ASLESON'S TRUE VALUE HDW	47.75	Pressure washer parts for small truck room	12/22/2016	8700	-
7430	932	000000	789	SMART TOYOTA	348.45	Prius repairs-electrical issues	12/23/2016	8700	-
7450	672	000000	148	FASTENAL COMPANY01	1.82	Cable tie for snow fence, tower III	12/30/2016	8700	-
7430	932	000000	108	ASLESON'S TRUE VALUE HDW	5.49	faucet repair parts, small truck room	12/30/2016	8700	-
7450	652	000000	994	CREAM CTY STATELINE SCALE	787.42	WELL NO. 7 CHEMICAL FEED PUMP SCALES REPAIR AND CALIBRATION	12/13/2016	7400	-
7450	652	000000	436	STOUGHTON LUMBER CO	12.99	Portable pump for chemicals	12/14/2016	7400	-
7450	631	000000	108	ASLESON'S TRUE VALUE HDW	10.99	Well No. 7 exhaust fan belt, gen room	12/15/2016	7400	-
7430	593	000000	601	FOSDAL BAKERY LLC	25.00	MEUW Safety School	12/01/2016	6930	-
7430	584	000000	994	C&L TILING, INC.	191.40	PERFORATED TILE FOR URD SERVICES	12/16/2016	6930	-
7430	593	000000	894	RADISSON HOTEL AND CONF	328.00	School	12/23/2016	6930	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	35.00	ASLESON'S TRUE VALUE HDW	12/02/2016	8710	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	4.28	ASLESON'S TRUE VALUE HDW	12/06/2016	8710	-
7460	828	000000	626	663 STOUGHTON BUMPER TO B	3.39	663 STOUGHTON BUMPER TO B	12/09/2016	8710	-
7460	828	000000	626	663 STOUGHTON BUMPER TO B	11.49	663 STOUGHTON BUMPER TO B	12/12/2016	8710	-
7460	833	000000	436	STOUGHTON LUMBER CO	23.99	STOUGHTON LUMBER CO	12/16/2016	8710	-
7460	833	000000	436	STOUGHTON LUMBER CO	230.76	STOUGHTON LUMBER CO	12/16/2016	8710	-
7460	833	000000	148	FASTENAL COMPANY01	8.76	FASTENAL COMPANY01	12/06/2016	8720	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	6.08	ASLESON'S TRUE VALUE HDW	12/07/2016	8720	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	13.53	ASLESON'S TRUE VALUE HDW	12/09/2016	8720	-
7460	833	000000	436	STOUGHTON LUMBER CO	150.75	STOUGHTON LUMBER CO	12/19/2016	8720	-
7460	833	000000	436	STOUGHTON LUMBER CO	9.48	STOUGHTON LUMBER CO	12/21/2016	8720	-
7460	833	000000	148	FASTENAL COMPANY01	14.25	FASTENAL COMPANY01	12/21/2016	8720	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	44.99	ASLESON'S TRUE VALUE HDW	12/29/2016	8720	-
7460	833	000000	550	FIRST SUPPLY LLC #2010	840.02	FIRST SUPPLY LLC #2010	12/30/2016	8720	-
7460	827	000000	994	GOLDEN RAILINGS INC	508.00	GOLDEN RAILINGS INC	12/02/2016	8200	-
7460	833	000000	571	USA BLUE BOOK	108.41	USA BLUE BOOK	12/05/2016	8200	-
7460	832	000000	855	CRANE ENGINEERING SALES F	3,210.00	CRANE ENGINEERING SALES F	12/06/2016	8200	-
7460	852	000000	207	LW ALLEN, LLC	243.60	LW ALLEN, LLC	12/09/2016	8200	-
7460	833	000000	108	ASLESON'S TRUE VALUE HDW	31.99	ASLESON'S TRUE VALUE HDW	12/09/2016	8200	-
7460	832	000000	422	AMAZON.COM	41.75	AMAZON.COM	12/12/2016	8200	-
7460	833	000000	550	FIRST SUPPLY LLC #2010	45.90	FIRST SUPPLY LLC #2010	12/14/2016	8200	-
7460	832	000000	652	MENARDS MONONA WI	170.52	MENARDS MONONA WI	12/19/2016	8200	-
7430	921	000000	352	STAPLS7166830106000001	183.60	PRINTER TONER - FRONT OFFICE AND ACCOUNTING	12/01/2016	3680	-
7450	921	000000	352	STAPLS7166830106000001	66.09	PRINTER TONER - FRONT OFFICE AND ACCOUNTING	12/01/2016	3680	-
7460	851	000000	352	STAPLS7166830106000001	88.12	PRINTER TONER - FRONT OFFICE AND ACCOUNTING	12/01/2016	3680	-
7430	233	001099	352	STAPLS7166830106000001	29.39	PRINTER TONER - FRONT OFFICE AND ACCOUNTING	12/01/2016	3680	-
7430	921	000000	352	STAPLS7167307729000001	92.45	GENERAL OFFICE SUPPLIES AND LAMINATOR	12/09/2016	3680	-
7450	921	000000	352	STAPLS7167307729000001	33.28	GENERAL OFFICE SUPPLIES AND LAMINATOR	12/09/2016	3680	-
7460	851	000000	352	STAPLS7167307729000001	44.37	GENERAL OFFICE SUPPLIES AND LAMINATOR	12/09/2016	3680	-
7430	233	001099	352	STAPLS7167307729000001	14.81	GENERAL OFFICE SUPPLIES AND LAMINATOR	12/09/2016	3680	-
7450	642	000000	824	UPS 1ZG194WT0313238446	9.40	SHIPPING OF WATER SAMPLES	12/12/2016	3680	-
7450	642	000000	824	UPS 1ZG194WT0304926059	9.40	SHIPPING OF WATER SAMPLES	12/19/2016	3680	-

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Company	Account	Sub	Vendor ID	Merchant	Amount	Description	Post Date	Emp ID	Projec
7450	642	000000	824	UPS 1ZG194WT0311692860	9.40	SHIPPING OF WATER SAMPLES	12/26/2016	3680	-
7430	921	000000	352	STAPLS7168411309000001	193.23	BATTERIES	12/30/2016	3680	-
7450	921	000000	352	STAPLS7168411309000001	70.26	BATTERIES	12/30/2016	3680	-
7460	851	000000	352	STAPLS7168411309000001	87.85	BATTERIES	12/30/2016	3680	-
7430	921	000000	352	STAPLS7168417696000001	187.00	KITCHEN AND JANITORIAL SUPPLIES	12/30/2016	3680	-
7450	921	000000	352	STAPLS7168417696000001	68.00	KITCHEN AND JANITORIAL SUPPLIES	12/30/2016	3680	-
7460	851	000000	352	STAPLS7168417696000001	85.01	KITCHEN AND JANITORIAL SUPPLIES	12/30/2016	3680	-
7430	107.10	000000	994	KWIK TRIP 73900007393	7.68	CAR VS POLE LAKE KEGONSA RD.	12/14/2016	6950	161224CA - 1
7430	593	000000	108	ASLESON'S TRUE VALUE HDW	82.11	pole saw bars	12/15/2016	6950	-
7430	934	000000	436	STOUGHTON LUMBER CO	3.00	Filters for trk 2	12/19/2016	6910	-
7430	594	000000	894	RADISSON HOTEL AND CONF	328.00	School	12/23/2016	6910	-
7430	933	000000	754	EXXONMOBIL 97671200	28.02	FUEL	12/26/2016	6910	-
7430	933	000000	194	ADVANCE AUTO PARTS 6292	6.49	Taillight bulb for TRK 21	12/01/2016	4100	-
7430	232	001099	484	CREE LIGHTING	543.00	LED street light fixtures	12/01/2016	4100	-
7430	593	000000	422	AMAZON.COM	77.94	Hardhat lamps	12/05/2016	4100	-
7450	232	001099	492	HD SUPPLY WATERWORKS 233	76.50	3/4 corp stops	12/09/2016	4100	-
7450	232	001099	492	HD SUPPLY WATERWORKS 233	906.50	Curb stops	12/13/2016	4100	-
7430	932	000000	595	1000BULBS.COM	449.21	School Dist lighting samples per Cory	12/07/2016	4000	-
7430	594	000000	281	AMARIL UNIFORM COMPANY #1	434.71	PPE Cory H.	12/08/2016	4000	-
7430	593	000000	281	AMARIL UNIFORM COMPANY #1	161.59	PPE Don Hanson	12/09/2016	4000	-
7450	642	000000	309	HAWKINS INC	1,620.19	Chemicals	12/12/2016	4000	-
7430	932	000000	322	IN SUNDANCE BIOCLEAN, IN	250.00	Janitor service	12/16/2016	4000	-
7430	934	000000	184	LAKESIDE INTERNATIONAL	3,281.87	Trk 12 engine regen repair	12/16/2016	4000	-
7430	933	000000	975	VERMEER-WISCONSIN 4	444.87	Wood chipper repairs	12/20/2016	4000	-
7430	934	000000	994	M & J TRUCK & AUTO REP	795.66	TRK 2 REPLACED ALTERNATOR AND FIXED THE HEATER ON TRK 16	12/21/2016	4000	-
7450	631	000000	576	LA FORCE INC	2,912.00	replaced hinges at 6 and 7 with continuous hinges	12/22/2016	4000	-
7430	594	000000	281	AMARIL UNIFORM COMPANY #1	670.78	PPE Adam	12/28/2016	4000	-
7430	593	000000	148	FASTENAL COMPANY01	9.63	Bolts for paddles used on R/R crossing on Williams Dr.	12/01/2016	6940	-
7430	933	000000	626	663 STOUGHTON BUMPER TO B	9.47	Oil filter trk 13	12/16/2016	6940	-
7430	932	000000	331	MONONA PLUMBING	150.00	Fire system inspection	12/14/2016	4100	-
7430	232	001099	134	CRESCENT ELECTRIC 130	2,674.08	Inventory	12/21/2016	4100	-
7430	597	000000	824	UPS 617338643	608.09	SHIPPING COSTS FOR TEST BOARD	12/29/2016	4100	-

Total: 28,175.69

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Tuesday, January 17, 2017 – 5:30 p.m.

Edmund T. Malinowski Board Room

Stoughton Utilities Administration Office

600 S. Fourth St.

Stoughton, Wisconsin

Members Present: Alderperson Matt Bartlett, Alderperson Michael Engelberger, Citizen Member David Erdman, Alderperson Greg Jenson, Citizen Member John Kallas, Mayor Donna Olson, and Citizen Member Alan Staats.

Excused: None.

Absent: None.

Others Present: Alderperson Dennis Kittleson, Stoughton Utilities Assistant Director Brian Hoops, Stoughton Utilities Director Robert Kardasz, P.E., and Martin Seffens.

Call To Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:30 p.m.

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 Michael Engelberger, the motion seconded by Citizen Member John Kallas, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the November 14, 2016 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities Communications, Stoughton Utilities Committee Annual Calendar, and the Stoughton Utilities November and December 2016 Activities Report. The motion carried unanimously 7 to 0.

Inclusion Of City Informational Flyers In The Utility Billing Statement: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the inclusion of City informational flyers in the Utility Billing statements. Discussion followed. Alderperson Dennis Kittleson offered to contact the Wisconsin Public Service Commission.

Status of The Stoughton Utilities Committee Recommendation(s) To The Stoughton Common Council: Stoughton Utilities Director Robert Kardasz presented and discussed the following items from the Stoughton Utilities Committee that were approved and placed on file by the Stoughton Common Council:

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Tuesday, January 17, 2017 – 5:30 p.m.

Stoughton, WI

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- Stoughton Utilities Payments Due List.
- Stoughton Utilities Committee October 17, 2016 Regular Meeting Minutes.
- Stoughton Utilities September 2016 Financial Summaries.
- Stoughton Utilities September 2016 Statistical Worksheet.

Stoughton Utilities Proposed Updated Position Description For The Utilities

Finance Manager: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the proposed updated position description for the Utilities Finance Manager, emphasizing that there is no fiscal impact. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Michael Engelberger, to approve the proposed updated position description for the Utilities Finance Manager with updates as discussed and recommend its approval to the Stoughton Personnel Committee and the Stoughton Common Council. The motion carried unanimously 7 to 0.

Stoughton Utilities Proposed Updated Position Descriptions For The Utilities Wastewater Operator, The Utilities Basic Certified Wastewater Operator, The Utilities Advanced Certified Wastewater Operator, The Utilities Advanced Certified Wastewater Operator / Laboratory Technician, and Wastewater System

Supervisor: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the proposed updated position descriptions for the Utilities Wastewater Operator, the Utilities Basic Certified Wastewater Operator, the Utilities Advanced Certified Wastewater Operator, the Utilities Advanced Certified Wastewater Operator Laboratory Technician, and the Wastewater System Supervisor, emphasizing that there is no fiscal impact. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to approve the proposed updated position descriptions for the Utilities Wastewater Operator, the Utilities Basic Certified Wastewater Operator, the Utilities Advanced Certified Wastewater Operator, the Utilities Advanced Certified Wastewater Operator / Laboratory Technician, and the Wastewater System Supervisor, and recommend their approval to the Stoughton Personnel Committee and the Stoughton Common Council. The motion carried unanimously 7 to 0.

Proposed Alternate Director To The WPPI Energy Board Of Directors:

Stoughton Utilities Director Robert Kardasz presented and discussed his recommendation to appoint Stoughton Utilities Assistant Director Brian Hoops to the Alternate Director position on the WPPI Energy Board of Directors. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member John Kallas, to appoint Stoughton Utilities Assistant Director Brian Hoops to the Alternate Director position on the WPPI Energy Board of Directors, and recommend the approval

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Tuesday, January 17, 2017 - 5:30 p.m.

Stoughton, WI

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of the appointment and the adoption of the corresponding resolution to the Stoughton Common Council on January 24, 2017. The motion carried unanimously 7 to 0.

Stoughton Utilities Declarations Of Official Intent Nos. 2017-1 And 2017-2:

Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and Discussed Stoughton Utilities Declarations of Official Intent Nos. 2017-1 and 2017-2. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Michael Engelberger, to approve:

- | | |
|------------------------|---------------------------------------------------------------------------------------|
| Declaration No. 2017-1 | Stoughton Utilities Electric Vegetative Management Program for \$150,000.00. |
| Declaration No. 2017-2 | Stoughton Utilities Wastewater Adaptive Management Program Assessment for \$5,000.00. |

The motion carried unanimously 7 to 0.

Stoughton Utilities Round-Up Program: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed the Stoughton Utilities Round-Up Program. Discussion followed. Motion by Alderperson Michael Engelberger, the motion seconded by Citizen Member David Erdman, to donate \$1,000 from the Stoughton Utilities Round-Up Program to St. Ann Catholic Parish. Discussion followed. The motion and second were withdrawn. Discussion followed. Motion by Alderperson Matt Bartlett, the motion seconded by Citizen Member Alan Staats, to donate \$1,000 from the Stoughton Utilities Round-Up Program to PEPartnership. The motion carried unanimously 7 to 0.

Stoughton Utilities Staffing Updates: Stoughton Utilities Assistant Director Brian Hoops and Stoughton Utilities Director Robert Kardasz presented and discussed that Adam Frederick joined Stoughton Utilities as a Utilities Journeyman Lineman on December 12, 2016 and Jamin Friedl is scheduled to join Stoughton Utilities as our Utilities Finance Manager on January 23, 2017. Discussion followed.

Stoughton Utilities Committee Future Agenda Items: Inclusion of City informational flyers in the Utility billing statements if new information is available.

Adjournment: Motion by Citizen Member David Erdman, the motion seconded by Alderperson Greg Jenson, to adjourn the Regular Stoughton Utilities Committee Meeting at 6:35 p.m. The motion carried unanimously 7 to 0.

Respectfully submitted

Brian R. Hoops, Stoughton Utilities Assistant Director

Stoughton Utilities

Financial Summary

October 2016-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.

Financial results are as expected through October 2016.

Electric Summary:

- Sales volume decreased by 8% compared to September while sales in dollars decreased by 11%
- Purchased power volume decreased by 9% compared to September while total purchased power costs decreased by 12%
- Net income for the month of October was \$5,029 compared to net income for the month of September of \$46,915

Water Summary:

- Sales volume increased by 1% compared to September
- Net income for the month of October was \$31,152 compared to net income for the month of September of \$17,231

Wastewater Summary:

- Sales volume increased by 4% compared to September
- Net income for the month of October was \$11,577 compared to net income for the month of September of \$26,215

Submitted by:
Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets

As of October 31, 2016

	<u>Electric</u>	<u>Water</u>	<u>Wastewater</u>	<u>Combined</u>
Assets				
Cash & Investments	\$ 10,104,310	\$ 1,534,344	\$ 2,854,405	\$ 14,493,059
Customer A/R	1,370,684	200,698	197,089	1,768,471
Other A/R	177,058	37,662	8,389	223,109
Other Assets	1,111,957	604,728	417,571	2,134,255
Plant in Service	25,180,650	13,292,333	27,689,334	66,162,317
Accumulated Depreciation	(12,959,333)	(4,956,925)	(10,166,663)	(28,082,921)
Plant in Service - CIAC	2,944,749	7,118,233	-	10,062,982
Accumulated Depreciation-CIAC	(1,505,215)	(1,887,154)	-	(3,392,369)
Construction Work in Progress	651,967	896,884	428,949	1,977,801
GASB 68 Deferred Outflow	158,933	57,424	62,601	278,958
Total Assets	\$ 27,235,761	\$ 16,898,227	\$ 21,491,674	\$ 65,625,661
Liabilities + Net Assets				
Accounts Payable	\$ 112,906	\$ 64,060	\$ 45,129	\$ 222,095
Payable to City of Stoughton	363,070	327,234	5,843	696,147
Interest Accrued	34,731	24,839	21,613	81,184
Other Liabilities	846,119	94,320	109,263	1,049,702
Long-Term Debt	6,392,529	3,456,014	5,474,363	15,322,906
Net Assets	19,485,341	12,931,370	15,835,046	48,251,757
GASB 68 Deferred Inflow	1,063	390	418	1,871
Total Liabilities + Net Assets	\$ 27,235,761	\$ 16,898,227	\$ 21,491,674	\$ 65,625,661

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement

October 2016

	Electric	Water	Wastewater	Total
<i>Operating Revenue:</i>				
Sales	\$ 12,480,132	\$ 1,627,863	\$ 1,672,304	\$ 15,780,300
Other	126,235	56,977	29,770	212,982
<i>Total Operating Revenue:</i>	\$ 12,606,367	\$ 1,684,840	\$ 1,702,074	\$ 15,993,281
<i>Operating Expense:</i>				
Purchased Power	9,652,390	-	-	9,652,390
Expenses (Including Taxes)	1,258,002	668,451	772,198	2,698,651
PILOT	376,194	318,558	-	694,752
Depreciation	791,170	357,670	683,330	1,832,170
<i>Total Operating Expense:</i>	\$ 12,077,756	\$ 1,344,679	\$ 1,455,528	\$ 14,877,963
<i>Operating Income</i>	\$ 528,612	\$ 340,161	\$ 246,546	\$ 1,115,318
Non-Operating Income	490,222	16,053	16,170	522,446
Non-Operating Expense	(246,970)	(133,556)	(141,670)	(522,197)
<i>Net Income</i>	\$ 771,863	\$ 222,658	\$ 121,046	\$ 1,115,567

STOUGHTON UTILITIES
Detailed Monthly Income Statements
October 2016

ELECTRIC

			Change from Prior Month
	October	September	
<i>Operating Revenue:</i>			
Sales	\$ 1,147,232	\$ 1,285,233	\$ (138,001)
Other	5,236	5,357	(121)
<i>Total Operating Revenue:</i>	\$ 1,152,468	\$ 1,290,590	\$ (138,122)
<i>Operating Expense:</i>			
Purchased Power	891,506	1,011,038	(119,532)
Expenses (Including Taxes)	126,018	110,645	15,373
PILOT	32,083	46,915	(14,832)
Depreciation	79,117	79,117	-
<i>Total Operating Expense:</i>	\$ 1,128,724	\$ 1,247,715	\$ (118,991)
<i>Operating Income</i>	\$ 23,744	\$ 42,875	\$ (19,131)
Non-Operating Income	13,749	125,435	(111,686)
Non-Operating Expense	(32,464)	(121,394)	88,931
<i>Net Income</i>	\$ 5,029	\$ 46,915	\$ (41,887)

WATER

			Change from Prior Month
	October	September	
<i>Operating Revenue:</i>			
Sales	\$ 170,889	\$ 174,121	\$ (3,232)
Other	5,636	491	5,145
<i>Total Operating Revenue:</i>	\$ 176,525	\$ 174,612	\$ 1,913
<i>Operating Expense:</i>			
Expenses (Including Taxes)	68,304	81,146	(12,841)
PILOT	31,667	33,555	(1,888)
Depreciation	35,767	35,767	-
<i>Total Operating Expense:</i>	\$ 135,738	\$ 150,468	\$ (14,729)
<i>Operating Income</i>	\$ 40,787	\$ 24,144	\$ 16,643
Non-Operating Income	1,110	1,420	(310)
Non-Operating Expense	(10,745)	(8,333)	(2,412)
<i>Net Income</i>	\$ 31,152	\$ 17,231	\$ 13,920

WASTEWATER

			Change from Prior Month
	October	September	
<i>Operating Revenue:</i>			
Sales	\$ 166,658	\$ 165,151	\$ 1,506
Other	2,099	1,343	756
<i>Total Operating Revenue:</i>	\$ 168,756	\$ 166,494	\$ 2,263
<i>Operating Expense:</i>			
Expenses (Including Taxes)	75,679	59,662	16,017
Depreciation	68,333	68,333	-
<i>Total Operating Expense:</i>	\$ 144,012	\$ 127,995	\$ 16,017
<i>Operating Income</i>	\$ 24,744	\$ 38,499	\$ (13,754)
Non-Operating Income	1,000	1,883	(883)
Non-Operating Expense	(14,167)	(14,167)	-
<i>Net Income</i>	\$ 11,577	\$ 26,215	\$ (14,637)

STOUGHTON UTILITIES

Rate of Return

Year-to-Date October 2016

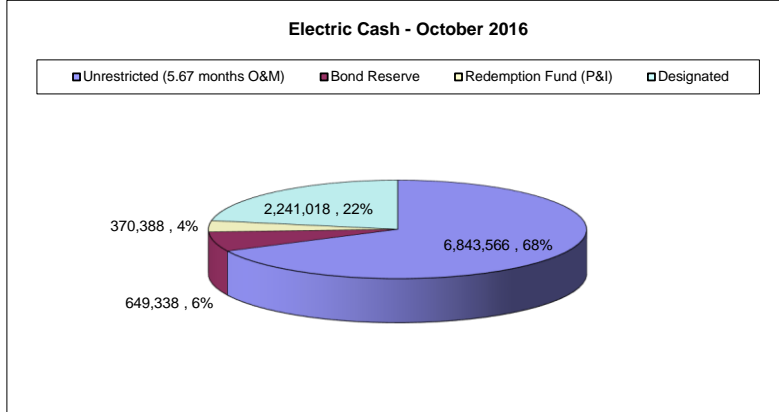
	<u>Electric</u>	<u>Water</u>
Operating Income (Regulatory)	\$ 528,612	\$ 340,161
Average Utility Plant in Service	24,456,603	13,369,060
Average Accumulated Depreciation	(12,387,469)	(4,700,161)
Average Materials and Supplies	140,239	31,032
Average Regulatory Liability	(166,204)	(256,714)
Average Customer Advances	(329,743)	-
Average Net Rate Base	\$ 11,713,427	\$ 8,443,216
Actual Rate of Return	4.51%	4.03%
Authorized Rate of Return	5.10%	6.50%

STOUGHTON UTILITIES
Balance Sheets
As of October 31, 2016

Electric

October 2016

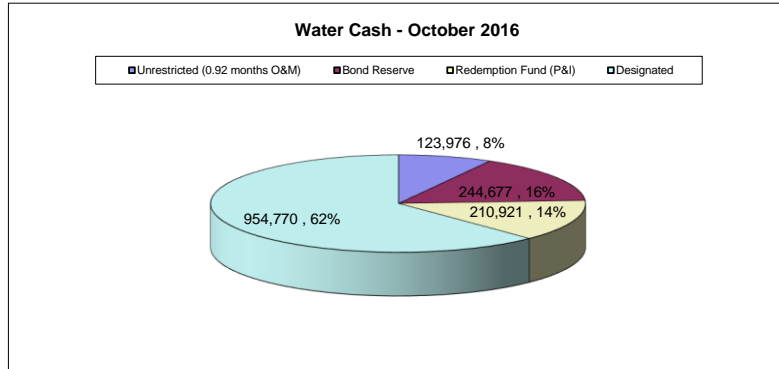
Unrestricted (5.67 months O&M)	6,843,566
Bond Reserve	649,338
Redemption Fund (P&I)	370,388
Designated	2,241,018
Total	<u>10,104,310</u>



Water

October 2016

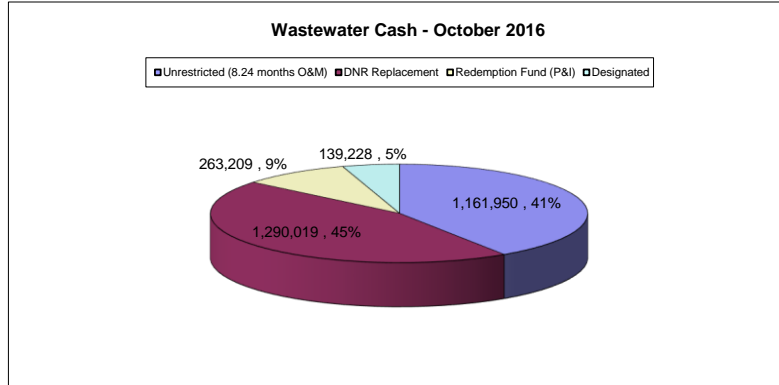
Unrestricted (0.92 months O&M)	123,976
Bond Reserve	244,677
Redemption Fund (P&I)	210,921
Designated	954,770
Total	<u>1,534,344</u>



Wastewater

October 2016

Unrestricted (8.24 months O&M)	1,161,950
DNR Replacement	1,290,019
Redemption Fund (P&I)	263,209
Designated	139,228
Total	<u>2,854,406</u>



Stoughton Utilities

Financial Summary

November 2016-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.

Financial results are as expected through November 2016.

Electric Summary:

- Sales volume and sales in dollars remained relatively stable compared to October
- Purchased power volume and costs remained relatively stable compared to October
- Net income for the month of November was \$17,453 compared to net income for the month of October of \$5,029
- The increase in net income compared to October is mainly the result of an increase in tax expense offset by an increase in contributed income

Water Summary:

- Sales volume decreased by 3% compared to October
- Net income for the month of November was (\$27,581) compared to net income for the month of October of \$31,152
- The decrease in net income compared to October is mainly the result of adjustments made related to the allocation of previous work order costs offset by a decrease in the estimated interest expense amount related to long-term debt

Wastewater Summary:

- Sales volume decreased by 6% compared to October
- Net income for the month of November was \$33,337 compared to net income for the month of October of \$11,577
- The increase in net income compared to October is mainly the result of decreases made to the estimated interest expense amount related to long-term debt

Submitted by:
Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets

As of November, 30 2016

	<u>Electric</u>	<u>Water</u>	<u>Wastewater</u>	<u>Combined</u>
Assets				
Cash & Investments	\$ 9,962,261	\$ 1,623,905	\$ 2,924,830	\$ 14,510,995
Customer A/R	1,379,883	202,699	197,806	1,780,388
Other A/R	194,238	39,462	8,389	242,088
Other Assets	1,108,825	603,359	413,638	2,125,822
Plant in Service	25,191,997	13,294,233	27,704,694	66,190,924
Accumulated Depreciation	(13,041,998)	(4,993,592)	(10,234,996)	(28,270,586)
Plant in Service - CIAC	3,028,286	7,118,233	-	10,146,519
Accumulated Depreciation-CIAC	(1,505,215)	(1,887,154)	-	(3,392,369)
Construction Work in Progress	768,490	821,225	436,646	2,026,361
GASB 68 Deferred Outflow	158,933	57,424	62,601	278,958
Total Assets	\$ 27,245,700	\$ 16,879,794	\$ 21,513,606	\$ 65,639,101
Liabilities + Net Assets				
Accounts Payable	\$ 103,029	\$ 64,060	\$ 45,129	\$ 212,218
Payable to City of Stoughton	395,940	358,901	5,843	760,683
Interest Accrued	59,398	2,320	10,209	71,928
Other Liabilities	790,946	94,320	109,263	994,529
Long-Term Debt	6,392,529	3,456,014	5,474,363	15,322,906
Net Assets	19,502,794	12,903,789	15,868,383	48,274,966
GASB 68 Deferred Inflow	1,063	390	418	1,871
Total Liabilities + Net Assets	\$ 27,245,700	\$ 16,879,794	\$ 21,513,606	\$ 65,639,101

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement

November 2016

	Electric	Water	Wastewater	Total
<i>Operating Revenue:</i>				
Sales	\$ 13,644,150	\$ 1,795,057	\$ 1,831,964	\$ 17,271,171
Other	131,698	62,494	32,608	226,799
<i>Total Operating Revenue:</i>	\$ 13,775,848	\$ 1,857,551	\$ 1,864,572	\$ 17,497,970
<i>Operating Expense:</i>				
Purchased Power	10,552,271	-	-	10,552,271
Expenses (Including Taxes)	1,414,293	825,335	845,493	3,085,122
PILOT	408,277	350,225	-	758,502
Depreciation	870,287	393,437	751,663	2,015,387
<i>Total Operating Expense:</i>	\$ 13,245,128	\$ 1,568,997	\$ 1,597,156	\$ 16,411,282
<i>Operating Income</i>	\$ 530,720	\$ 288,553	\$ 267,416	\$ 1,086,689
Non-Operating Income	530,239	17,561	17,233	565,033
Non-Operating Expense	(271,643)	(111,037)	(130,266)	(512,946)
<i>Net Income</i>	\$ 789,316	\$ 195,077	\$ 154,383	\$ 1,138,776

STOUGHTON UTILITIES
Detailed Monthly Income Statements
November 2016

ELECTRIC

			Change from Prior Month
	November	October	
<i>Operating Revenue:</i>			
Sales	\$ 1,164,018	\$ 1,147,232	\$ 16,786
Other	5,463	5,236	226
<i>Total Operating Revenue:</i>	\$ 1,169,481	\$ 1,152,468	\$ 17,013
<i>Operating Expense:</i>			
Purchased Power	899,881	891,506	8,375
Expenses (Including Taxes)	156,291	126,018	30,273
PILOT	32,083	32,083	-
Depreciation	79,117	79,117	-
<i>Total Operating Expense:</i>	\$ 1,167,372	\$ 1,128,724	\$ 38,648
<i>Operating Income</i>	\$ 2,109	\$ 23,744	\$ (21,635)
Non-Operating Income	40,017	13,749	26,269
Non-Operating Expense	(24,673)	(32,464)	7,791
<i>Net Income</i>	\$ 17,453	\$ 5,029	\$ 12,425

WATER

			Change from Prior Month
	November	October	
<i>Operating Revenue:</i>			
Sales	\$ 167,194	\$ 170,889	\$ (3,696)
Other	5,517	5,636	(119)
<i>Total Operating Revenue:</i>	\$ 172,711	\$ 176,525	\$ (3,815)
<i>Operating Expense:</i>			
Expenses (Including Taxes)	156,884	68,304	88,580
PILOT	31,667	31,667	-
Depreciation	35,767	35,767	-
<i>Total Operating Expense:</i>	\$ 224,318	\$ 135,738	\$ 88,580
<i>Operating Income</i>	\$ (51,608)	\$ 40,787	\$ (92,395)
Non-Operating Income	1,507	1,110	398
Non-Operating Expense	22,519	(10,745)	33,264
<i>Net Income</i>	\$ (27,581)	\$ 31,152	\$ (58,733)

WASTEWATER

			Change from Prior Month
	November	October	
<i>Operating Revenue:</i>			
Sales	\$ 159,659	\$ 166,658	\$ (6,998)
Other	2,838	2,099	739
<i>Total Operating Revenue:</i>	\$ 162,498	\$ 168,756	\$ (6,259)
<i>Operating Expense:</i>			
Expenses (Including Taxes)	73,295	75,679	(2,384)
Depreciation	68,333	68,333	-
<i>Total Operating Expense:</i>	\$ 141,628	\$ 144,012	\$ (2,384)
<i>Operating Income</i>	\$ 20,870	\$ 24,744	\$ (3,874)
Non-Operating Income	1,063	1,000	63
Non-Operating Expense	11,404	(14,167)	25,571
<i>Net Income</i>	\$ 33,337	\$ 11,577	\$ 21,759

STOUGHTON UTILITIES

Rate of Return

Year-to-Date November 2016

	Electric	Water
Operating Income (Regulatory)	\$ 530,720	\$ 288,553
Average Utility Plant in Service	24,462,277	13,370,010
Average Accumulated Depreciation	455,481	(4,718,495)
Average Materials and Supplies	144,993	31,963
Average Regulatory Liability	(166,204)	(256,714)
Average Customer Advances	(313,134)	-
Average Net Rate Base	\$ 24,583,412	\$ 8,426,764
Actual Rate of Return	2.16%	3.42%
Authorized Rate of Return	5.10%	6.50%

STOUGHTON UTILITIES
Balance Sheets
As of November 30, 2016

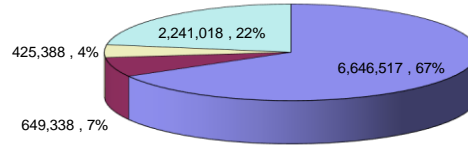
Electric

November 2016

Unrestricted (5.52 months O&M)	6,646,517
Bond Reserve	649,338
Redemption Fund (P&I)	425,388
Designated	2,241,018
Total	<u>9,962,261</u>

Electric Cash - November 2016

■ Unrestricted (5.52 months O&M)
 ■ Bond Reserve
 ■ Redemption Fund (P&I)
 ■ Designated



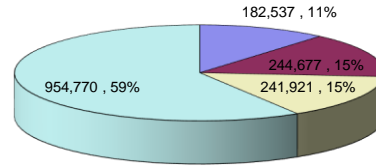
Water

November 2016

Unrestricted (1.28 months O&M)	182,537
Bond Reserve	244,677
Redemption Fund (P&I)	241,921
Designated	954,770
Total	<u>1,623,905</u>

Water Cash - November 2016

■ Unrestricted (1.28 months O&M)
 ■ Bond Reserve
 ■ Redemption Fund (P&I)
 ■ Designated



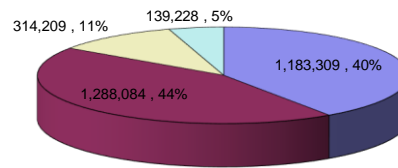
Wastewater

November 2016

Unrestricted (8.15 months O&M)	1,183,309
DNR Replacement	1,288,084
Redemption Fund (P&I)	314,209
Designated	139,228
Total	<u>2,924,830</u>

Wastewater Cash - November 2016

■ Unrestricted (8.15 months O&M)
 ■ DNR Replacement
 ■ Redemption Fund (P&I)
 ■ Designated



STOUGHTON UTILITIES

2016 Statistical Worksheet

Electric	Total Sales 2015 Kwh	Total Kwh Purchased 2015	Total Sales 2016 Kwh	Total Kwh Purchased 2016	Demand Peak 2015	Demand Peak 2016
January	12,594,914	13,197,588	12,434,016	12,616,291	25,272	23,731
February	11,912,881	12,163,003	11,135,691	11,327,318	24,035	21,504
March	11,384,590	11,661,431	10,581,639	10,809,478	22,103	20,668
April	9,887,620	10,154,400	9,868,197	10,133,681	18,465	18,242
May	10,297,762	10,568,931	10,526,624	10,568,931	20,689	20,689
June	11,558,844	11,808,858	12,461,104	12,841,397	26,106	29,731
July	13,140,994	13,526,962	13,984,983	14,358,016	29,891	32,378
August	12,706,650	13,009,294	14,391,132	14,795,716	29,672	32,246
September	11,834,817	12,251,986	11,540,407	11,943,908	30,132	29,604
October	10,375,840	10,702,183	10,639,943	10,889,183	19,008	20,386
November	10,456,556	10,621,804	10,599,512	10,805,303	20,163	20,685
December	11,426,513	11,690,102	12,721,333	12,711,905	21,352	24,559
TOTAL	137,577,981	141,356,542	140,884,581	143,801,127		

Water	Total Sales 2015 Gallons	Total Gallons Pumped 2015	Total Sales 2016 Gallons	Total Gallons Pumped 2016	Max Daily High 2015	Max Daily Highs 2016
January	38,998,000	43,515,000	38,657,000	42,976,000	1,699,000	1,642,000
February	36,093,000	38,638,000	37,426,000	40,703,000	1,650,000	1,877,000
March	39,487,000	42,609,000	38,688,000	42,714,000	1,573,000	1,745,000
April	37,589,000	40,597,000	36,824,000	40,784,000	1,614,000	1,618,000
May	40,954,000	44,010,000	40,240,000	43,744,000	1,664,000	1,754,000
June	40,546,000	45,437,000	41,868,000	49,688,000	1,907,000	2,310,000
July	39,884,000	48,536,000	41,277,000	49,430,000	2,521,000	2,150,000
August	42,414,000	44,437,000	41,673,000	46,456,000	1,807,000	1,900,000
September	40,659,000	44,312,000	39,450,000	43,768,000	1,715,000	1,769,000
October	41,918,000	45,340,000	39,856,000	44,027,000	1,763,000	1,658,000
November	37,292,000	40,194,000	38,473,000	43,472,000	1,706,000	1,762,000
December	34,466,000	38,124,000	36,550,000	42,207,000	1,595,000	1,720,000
TOTAL	470,300,000	515,749,000	470,982,000	529,969,000		

Wastewater	Total Sales 2015 Gallons	Total Treated Gallons 2015	Total Sales 2016 Gallons	Total Treated Gallons 2016	Precipitation 2015	Precipitation 2016
January	25,781,000	33,133,000	26,559,000	29,125,000	0.72	0.55
February	24,242,000	28,758,000	23,957,000	26,577,000	0.70	0.64
March	26,064,000	34,089,000	25,438,000	30,379,000	0.47	4.07
April	24,758,000	34,145,000	25,232,000	30,654,000	3.00	1.96
May	27,077,000	36,688,000	27,412,000	30,376,000	4.61	3.04
June	27,122,000	36,798,000	26,768,000	29,147,000	4.09	5.64
July	27,276,000	30,094,000	27,893,000	31,955,000	3.61	4.77
August	28,406,000	26,947,000	26,931,000	32,189,000	3.04	5.80
September	26,326,000	28,737,000	25,044,000	31,080,000	5.39	4.34
October	26,570,000	27,898,000	25,965,000	31,129,000	1.74	3.72
November	24,922,000	28,581,000	24,467,000	29,212,000	5.64	2.80
December	24,549,000	31,749,000	26,060,000	29,725,000	3.51	1.99
TOTAL	313,093,000	377,617,000	311,726,000	361,548,000	36.52	39.32

STOUGHTON UTILITIES
2017 Statistical Worksheet

Electric	Total Sales 2016 kWh	Total kWh Purchased 2016	Total Sales 2017 kWh	Total kWh Purchased 2017	Demand Peak 2016	Demand Peak 2017
January	12,434,016	12,616,291	12,364,247	12,812,545	23,731	23,662
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	12,434,016	12,616,291	12,364,247	12,812,545		

Water	Total Sales 2016 Gallons	Total Gallons Pumped 2016	Total Sales 2017 Gallons	Total Gallons Pumped 2017	Max Daily High 2016	Max Daily Highs 2017
January	38,657,000	42,976,000	37,066,000	43,748,000	1,642,000	1,629,000
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	38,657,000	42,976,000	37,066,000	43,748,000		

Wastewater	Total Sales 2016 Gallons	Total Treated Gallons 2016	Total Sales 2017 Gallons	Total Treated Gallons 2017	Precipitation 2016	Precipitation 2017
January	26,559,000	29,125,000	25,177,000	34,377,000	0.55	2.43
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
TOTAL	26,559,000	29,125,000	25,177,000	34,377,000	0.55	2.43



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: February 14, 2017
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Communications

January 2017 Treatment Plant Operator magazine article “Everyone WINS” regarding the Yahara WINS adaptive management program.

January 9, 2017 Stoughton Utilities News Release regarding an economic development donation to the City of Stoughton.

January 20, 2017 Letter from Wisconsin Department of Natural Resources Public Water Supply Engineer David Barkhahn to Stoughton Utilities Operations Superintendent Sean Grady regarding the January 17, 2017 Sanitary Survey.

January 26, 2017 Memorandum of congratulations from Stoughton Utilities and Municipal Electric Utilities of Wisconsin Regional Safety Coordinator Andrew Paulson to Stoughton Utilities Operations Superintendent Sean Grady on achieving zero OSHA recordable injuries in 2016.

January 26, 2017 Letter from WPPI Executive Committee Chair Jeff Feldt to Stoughton Utilities Assistant Director Brian Hoops on his selection to the WPPI Member Services Advisory Group.

January 26, 2017 Letter from WPPI Energy President and CEO Mike Peters to Stoughton Utilities Assist Director Brian Hoops on his appointment as Alternate Director to the WPPI Energy Board of Directors.

January 31, 2017 Stoughton Utilities News Release regarding the Stoughton Area School District’s receipt of funding for the Tunable Lighting Project.

January 31, 2017 Stoughton Utilities News Release regarding WPPI Energy’s purchase power agreement from the NextEra Energy Resources’ 100 megawatt solar energy center at Two Rivers, WI.

February 6, 2017 Wisconsin Public Service Commission Notice of Public Hearing to be held on March 2, 2017, regarding Stoughton Utilities Electric Rate Adjustment.

February 10, 2017

WPPI Energy memorandum "Things You Should Know" from President and CEO Michael W. Peters.

Encl.

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PRE-SHOW ISSUE

Dave Taylor
Director of Ecosystem Services
Madison, Wis.

Everyone **WINS**

**PARTNERSHIP HELPS CUT PHOSPHORUS
LOADINGS AROUND WISCONSIN'S CAPITAL**

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IN MY WORDS:

A long look back at biosolids progress

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**BUILDING THE TEAM:
Bringing youths on board**

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**LET'S BE CLEAR:
A salute to the "Wrenchers"**

PAGE 6

Everyone *WINS*

AN AMBITIOUS URBAN-RURAL PARTNERSHIP TAKES AN INNOVATIVE APPROACH TO REDUCE PHOSPHORUS LOADING TO LAKES AND STREAMS AROUND WISCONSIN'S CAPITAL

STORY: **Doug Day**
PHOTOGRAPHY: **Lauren Justice**



A stormwater retention pond empties into an infiltration pond at the Madison Metropolitan Sewerage District facility.

PLANT UPGRADES TO MEET NEW PHOSPHORUS PERMIT limits can cost clean-water agencies millions of dollars. In Wisconsin, the Madison Metropolitan Sewerage District (MMSD) is leading neighboring communities in an alternate, less costly and more effective approach.

Six cities, eight villages and five towns have joined the Yahara WINs (Watershed Improvement Network), an alliance to protect the lakes and rivers in the Yahara River watershed from excessive nutrients, notably phosphorus.

The lakes in and near Madison, Wisconsin's capital city, are severely impaired by nutrient pollution and subject to severe summer algae blooms. Yahara WINs is a 20-year program aimed at reducing total phosphorus contributions from wastewater treatment plants, industries, urban stormwater and agriculture across the 540-square-mile watershed.

At a total cost of \$104 million, the plan carries estimated savings of \$13.5 million per year versus traditional point-source-centered approaches to phosphorus reduction, which would bring limited water-quality benefits in the watershed. Yahara WINs addresses point and nonpoint sources with a goal of reducing total phosphorus releases by 106,000 pounds a year. That would cut phosphorus contributions from 263,000 pounds per year to 157,000 pounds, the level the state Department of Natural Resources (DNR) has deemed sustainable.

MORE THAN TRADING

The Yahara WINs initiative is enabled by state law that allows clean-water agencies to meet phosphorus reduction goals through adaptive management — working with landowners upstream to reduce their contributions instead of, or in addition to, improving plant processes. About 10 other states have versions of adaptive management programs.



Dave Taylor, MMSD director of ecosystem services, says that while Yahara WINs has some characteristics of a nutrient credit trading program, it goes further. It includes a requirement to monitor actual phosphorus levels in the receiving water bodies.

“It’s similar to water-quality trading, but with significant differences,” he says. “It sets a higher bar than credit trading, where you purchase a pound of reduction from someone else and as long as you can document that purchase, you’re fine. With adaptive management, you also have to demonstrate that you can meet water-quality criteria.”

The approach extends across the watershed to reduce the total phosphorus loading from all sources, instead of focusing on small and increasingly expensive reductions from regulated entities such as wastewater treatment plants.



As an example, Taylor compares the \$104 million Yahara WINs cost to the price of phosphorus reduction at his district's 42 mgd Nine Springs Wastewater Treatment Plant: "If we looked at a brick-and-mortar addition to reduce just our phosphorus, it would cost more than \$100 million. The adaptive

management approach costs about \$12 million for us. But we're going after the sum total of phosphorus reductions required from all sources in the watershed, which is about 10 times what we are responsible for."

THE FARMERS' PERSPECTIVE

"Agriculture is in a position that we have to be proactive versus reactive, and we're promoting things that actually work and make a difference," say Jeff Endres, board president of Yahara Pride Farms, a key participant in the Yahara WINs initiative to reduce phosphorus releases into the rivers and lakes around Madison, Wisconsin.

Promotion of conservation and sustainability programs is not new to the group, formed in 2011 to do just that. During the Yahara WINs pilot program, Endres' group provided cost-sharing for 2,500 acres of cover crop, yet farmers planted close to 6,000 acres.

"That tells me the farmers are very in tune to it and want to make a difference," he observes. "That says a lot about agriculture. Yahara WINs approached farmers in a very positive way and wanted to support agriculture. They wouldn't be where they are today without Yahara Pride Farms, and we wouldn't be where we are without Yahara WINs."

Yahara Pride Farms works with farmers to identify practices that protect soil and water, provides a cost-sharing program to test new and innovative technologies, and conducts education and outreach on water quality. "The bottom line is that if we don't show that we're making a difference, the rules and regulations will catch up with us," says Endres.

In May 2016, the group received the Outstanding Achievement in Resource Stewardship Award from the Innovation Center for U.S. Dairy for its cost-sharing program. Since 2012, more than 45 farmers have used the program to reduce phosphorus by 15,872 pounds.

Endres says that shows farmers that it's OK to get out and provide leadership on environmental issues. "The practices we're using today were invented and perfected by farmers themselves — nobody else did that for them," he notes. "So if we turn our attention to this and work together, we can probably make more positive impact faster."

Endres says conservation practices can be good for farmers' bottom line, and he cites reduced tillage as an example: "We've proven that there are a number of ways to reduce tillage that protect water quality with less erosion while maintaining crop yield. There are other effective conservation practices that may never support the bottom line. It's important to differentiate those to understand where to target our funds. The ones that are already working for farmers will take care of themselves."

PROVING THE CONCEPT

Yahara WINs officially began in April 2016, after a four-year pilot program that proved the concept was workable. It began by gaining the participation of every city, village and town identified as having a discharge to the watershed (see table).

In addition to those communities and their clean-water utilities, the Yahara WINs participants include the Clean Lakes Alliance, Dane County, Madison Gas and Electric, the U.S. Geological Survey, Yahara Pride Farms, the Wisconsin DNR Nevin Fish Hatchery, the U.S. Department of Agriculture, and the Natural Resources Conservation Service.

Other entities interested in the initiative include the Capital Area Regional Planning Commission; Friends of Badfish Creek Watershed; River Alliance of Wisconsin; Rock River Coalition; the U.S. EPA, the Wisconsin Department of Agriculture, Trade and Consumer Protection; the Yahara Lakes Association; and Friends of Pheasant Branch.

"The goal of the pilot project was to see if we could get them all working together for four years and see if by working collaboratively we could get conservation practices on the landscape that would reduce phosphorus loads," says Taylor. "We were successful in both regards. We reduced phosphorus loads by more than 20,000 pounds during the pilot project by working collaboratively with rural and urban partners."

Yahara WINs participants		
CITIES	VILLAGES	TOWNS
Madison	Cottage Grove	Blooming Grove
Fitchburg	DeForest	Cottage Grove
Middleton	Maple Bluff	Dunn
Monona	McFarland	Westport
Stoughton	Oregon	Middleton
Sun Prairie	Shorewood Hills	
	Waunakee	
	Windsor	



Vertical tillage reduces soil erosion by cutting up field residue and mixing soil at shallow depths (Excelerator machine from Kuhn Krause).

The team at the Madison Metropolitan Sewerage District includes, from left, Mike Northouse, biosolids and land application; Rhonda Riedner, laboratory manager; Kathy Lake, environmental specialist; and Dave Taylor, director of ecosystem services.

One successful tool was a grant program that focused primarily on urban reductions, says Taylor: “WINs helped fund a proprietary stormwater treatment practice, increased construction site inspections, and helped fund a leaf management study. Leaves are a big source of phosphorus in the urban environment.”

In the first half of 2015 alone, five mini grants reduced phosphorus loading by 483 pounds per year. Dane County, home to the city of Madison, established plans that reduce loading by more than 3,500 pounds per year.

ENGAGING AGRICULTURE

On the rural side, agriculture is a leading source of phosphorus and is generally regulated less strictly than urban sources. A 2011 study of the Yahara watershed showed that 90 percent of the sediment and 84 percent of the phosphorus entering area lakes came from agriculture, according to Yahara Pride Farms, a partner in Yahara WINs and a pilot program participant.

“WINs provided funding for Yahara Pride Farms, which worked with farmers to use strip tillage, cover crops, low-disturbance manure injection, and other practices that agricultural producers can use to reduce phosphorus loads,” says Taylor.

More important, the experience showed that farmers were willing to do projects on their own. “Yahara Pride quantified how many practices the farmers put on their land in the absence of any cost-sharing, and the number was really high,” says Taylor. “That shows they have a commitment and strong desire to leave the world in a better position than it currently exists for their kids and grandkids. There’s a tremendous willingness on the part of agriculture to work for a variety of reasons to implement conservation practices.”

In 2014, an \$80,000 grant to Yahara Pride Farms resulted in:

- Strip tillage of 52.5 acres, reducing phosphorus by 47 pounds
- Vertical manure injection on 273 acres, reducing 164 pounds
- Cover crops on 1,329 acres reducing 3,786 pounds

In 2015, farmers reduced phosphorus loading by another 2,159 pounds through cost-share programs funded by Yahara WINs, but another 6,483 pounds was removed from the environment through individual projects not covered by cost-sharing.

PAYING THE BILLS

Nearly half of the Yahara WINs budget will be covered by municipalities and government entities based on the amount of phosphorus reduction they are required to make to achieve their total maximum daily load as established by the DNR.

“About 45 percent of the phosphorus load comes from those entities, so they’re covering about 45 percent of the cost,” says Taylor. The rest comes from a combination of cost-sharing by agriculture producers and the U.S. Geological Survey, contributions from Dane County, state and federal programs, and



“We’ve gone beyond the finger-pointing to a mentality that says we’re all in this together — let’s roll up our sleeves and get it done.”

DAVE TAYLOR



Mike Northouse demonstrates how to test soil. The Madison Metropolitan Sewerage District is leading the way in helping to protect the Yahara River watershed from excessive nutrients.

funding from groups such as the Clean Lakes Alliance. An executive committee decides how to disburse funds contributed by municipal entities.

“We’re moving toward the ‘one water’ concept, rather than just focusing on wastewater treatment plant effluent,” says Taylor. “If we’re really going to make meaningful improvements to water quality, we have to think of this more broadly.”

The wastewater treatment plants in Madison, Stoughton and Oregon will have a series of four five-year discharge permits that include language relating to adaptive management along with specific phosphorus targets.

“The first set of limits we have to meet are the interim effluent phosphorus concentrations,” says Taylor. “That says we have to be down to 0.6 mg/L



Dave Taylor, MMSD director of ecosystem services

“The goal of the pilot project was to see if we could get them all working together for four years and see if by working collaboratively we could get conservation practices on the landscape that would reduce phosphorus loads. We were successful in both regards.”

DAVE TAYLOR



An example of poor practices leading to water impaired by nutrient pollution.

by the end of the first permit term, and then 0.5 mg/L by the end of the next permit term. Our Madison plant is already below those limits. Stoughton and Oregon are close to 0.6 and should be able to meet the 0.5 limit in the next 10 years.”

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(See ad page 19)

MAKING IT WORK

Taylor says the key to putting together such a large group of collaborators was building trusting relationships. “That’s part of what the pilot project was all about, reaching out to those municipal entities and the agricultural community,” he says. “We’ve gone beyond the finger-pointing to a mentality that says we’re all in this together — let’s roll up our sleeves and get it done. From the municipal side, it was important to make the business case for adaptive management and to demonstrate that it’s less expensive than the traditional alternatives.”

He adds that adaptive management isn’t for everyone. “It starts by looking at the watershed. Can you easily identify the players? And how likely is it that they’d be willing to work together? It’s one tool. There are certainly places where water-quality trading or plant additions make more sense.” **tpo**



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

January 9, 2017

Contact: Brian Hoops, Assistant Utilities Director

Stoughton Utilities Donates to City of Stoughton Economic Development Program.

Stoughton Mayor Donna Olson recently accepted a check for \$800 from Utilities Director Robert Kardasz of Stoughton Utilities.

Stoughton Utilities has long been committed to helping make the Stoughton community a great place to live and work. As a Public Power community, Stoughton Utilities seeks to assist the city in promoting Stoughton as an attractive location for new businesses, as well as retaining and expanding our valued existing businesses, and increasing the tax base and employment opportunities.

This donation is part of Stoughton Utilities' Community Economic Development Program and is made in cooperation with its power provider, WPPI Energy.



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



January 20, 2017

Sean Grady
Utilities Operations Superintendent
600 South Fourth Street
PO Box 383
Stoughton, WI 53589-0383

PWS ID#: 11300784
Stoughton Waterworks
Stoughton, WI
MC - Dane County

Subject: Sanitary Survey Report

Dear Mr. Grady:

The purpose of a sanitary survey is to evaluate the system's source, facilities, equipment, operation, maintenance, and management as they relate to providing safe drinking water. The sanitary survey is also an opportunity to update the Department's records, provide technical assistance, and identify potential risks that may adversely affect drinking water quality.

On January 17, 2017, Dave Barkhahn conducted a sanitary survey of your water system, Stoughton Waterworks. During the sanitary survey you and Scott Gunsolus were present. At the completion of the survey, you were briefed on the preliminary findings. This report outlines the final findings, discusses problems that need to be addressed, and timelines for corrective action where appropriate.

System Summary

The City of Stoughton is located in southeast Dane County and is about 13 miles south of the City of Madison. Stoughton's population is about 12,698 people. The water system is owned by the City and began operation in 1885 for general use and fire protection. The present water system consists of four wells, two elevated storage facilities with a combined capacity of 900,000 gallons, a 400,000 gallon ground reservoir with high lift pumping equipment, and a distribution system consisting of about 371,751 feet of water mains. Well 5 discharges to the adjacent 400,000 gallon ground reservoir, then one of two high-lift pumps discharge the water to the distribution system. Wells 4, 6, and 7 discharge directly to the distribution system. Wells 1 and 2 were abandoned in 1979. Well 3 was abandoned in 2007. The 250,000 gallon tower 1 on the south side of the City was taken out of service and demolished in 2007. Currently, fluoride is added to the water at each well for dental health protection and liquid chlorine is added to the water at each well for disinfection purposes. There is a Cummins 6 cylinder natural gas engine/generator set located at well 5 which can operate the well pump, the high-lift pumps and the chemical feed pumps in emergencies. There is also a 240 hp Cummins natural gas engine/generator set located at well 7 which can operate the well pump and the chemical feed pumps when the power is out.

The operators have done an excellent job maintaining each of the well houses. The floors have been epoxy coated, the discharge piping and walls are routinely painted, and the well houses look clean. Computers have been issued to each operator to record cross connection inspections, to record hydrant and valve maintenance, and to determine information about each component in the water system. The computers also have detailed water system maps for locating valves, hydrants, curb stops, and determining water main sizes and materials. The GIS programs have also played an important role in making the Utility more efficient.

Significant Deficiencies

I am happy to report that during the course of the sanitary survey, no significant deficiencies were identified. Significant deficiencies indicate noncompliance with one or more Wisconsin Administrative Codes and/or represent an immediate health risk to consumers.

Deficiencies

During the course of the sanitary survey, one deficiency was identified. Deficiencies are problems in the drinking water system that have the potential to cause serious health risks or represent long-term health risks to consumers. These deficiencies may indicate noncompliance with one or more Wisconsin Administrative Codes. Corrective action should be completed for these deficiencies as soon as possible.

Deficiency	Compliance Due Date	Code Citation
1. The air line at one of the wells was not properly sealed.	02/20/2017	811.36(2)(b)

Discussion of Deficiencies:

- One of the air lines at well 6 was not properly sealed. The air line should be sealed with caulk or a rubber grommet. This work was completed on January 18, 2017 and I have updated the data system to show this.

Recommendations

During the course of the sanitary survey, three recommendations were identified. Recommendations are problems in the water system that hinder your public water system from consistently providing safe drinking water to consumers.

Recommendations
1. An adequate wellhead protection program has not been designed and implemented including a water conservation plan.
2. All water mains are not at least 6 inches in diameter.
3. All water mains are not made of approved materials.

Discussion of Recommendations:

- The Department recommends that all water systems develop and implement a wellhead protection plan. The plan should identify and manage potential contaminant sources near each well. The Department encourages you to evaluate the assessment and use it to determine the most appropriate steps for your community to take to minimize the threats to your water supply. Your proactive efforts can be critical in protecting your water supply and insuring a safe water supply now and for future generations. More information on source water protection is available from the EPA’s website at <http://water.epa.gov/infrastructure/drinkingwater/sourcewater/protection/index.cfm> and more information on Wisconsin's wellhead protection program is available at <http://www.dnr.wi.gov/topic/DrinkingWater/WellheadProtection/index.html> . You may also contact the Wisconsin Rural Water Association for assistance.
- The 2015 PSC report shows that 14.2% of all water mains are less than six inches in diameter. This is considered excessive. The City should have an ongoing program to replace any water mains less than six inches in diameter so that adequate fire flows can be provided. All future main installations should be 6-inch diameter or greater and all dead-ends should be eliminated whenever possible through looping.

- The 2015 PSC report also shows that there were 758 lead services still in existence. Some of these may have been replaced in 2016, but a significant amount still remains. The Utility should have long term plans to replace these services so that consumers can reduce their overall exposure to lead. It is highly recommended that the full service line be replaced, including the customer portion of the line. Data shows that if only the Utility owned portion is replaced, the lead levels that consumers are exposed to will increase.

Nonconforming Features

During the course of the sanitary survey, two nonconforming features were identified. Nonconforming features are things that existed in a water system before a code change became effective. These features were approved at the time of construction or installation but due to changes in the code, would not be approved for new installations. Correction of these features is not required until major changes or remodeling occurs or a health hazard is identified. The following items were identified as a nonconforming features.

Nonconforming Feature	Current Code Citations
1. Secondary containment of the chemicals is not provided.	811.39(3)(d)
2. The fluoride is not stored separate from the chlorine.	811.40(1)(L), 811.51(1), and 811.51(2)(a)

Discussion of Nonconforming Features:

- Secondary containment capable of holding the contents of all chemical tanks is needed for all new chemical storage rooms. This includes the solution tank being used and all containers being stored.
- Separate chemical rooms for fluoride and chlorine are now required at new installations. The fluoride must be in a different room than electrical controls, and must be separate from the chlorine storage. Currently, the fluoride and chlorine are stored in chemical rooms separate from the pump rooms but the fluoride is stored in the same room as the chlorine at each well.

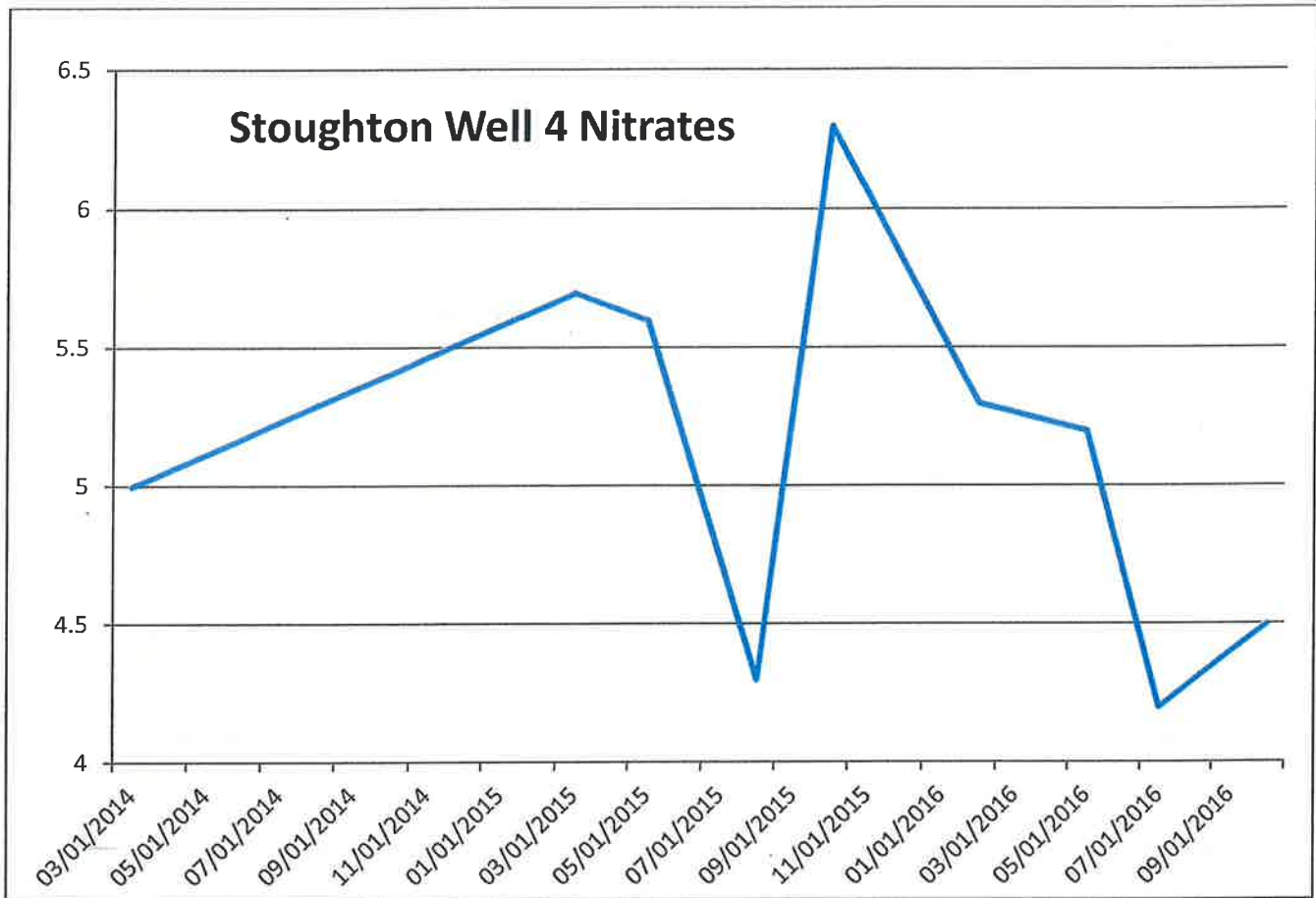
Water Quality Monitoring and Reporting

Your system has an excellent record of compliance with monitoring and reporting requirements for the last five years. We appreciate your sampler's continued efforts in complying with these Safe Drinking Water Act requirements.

A review of Department records shows a good history of bacteriological sampling for the last 3-year period. Ten samples are required from the distribution system each month and records show that these samples have been collected. The required quarterly raw water samples were missed in the third quarter of 2014 but were made up in the fourth quarter. All samples were submitted to certified labs for bacteriological analysis. One unconfirmed coliform positive sample was reported in June 2014. As required, the coliform bacteria samples from the distribution system are collected throughout each month, and in the last year 13 different locations were used throughout the system.

There are two concerns with the water quality at the Stoughton water system. The first concern is with the elevated lead levels that were previously detected. The action level of 15 ug/L in more than 10 percent of the samples was exceeded in 2014. Two rounds of sampling in 2015 and another round in 2016 were all below the action level.

The second concern is with the elevated nitrate levels at well 4. The well is on quarterly monitoring. The levels have always been below the maximum allowed level (10 mg/L), but they have been above 5 mg/L in five out of the last eight quarters. The graph on the next page shows a history of the recent results.



The fluoridation program for Stoughton has a very good history for the last 12-month period. All monthly split samples were submitted to the State Lab of Hygiene. The average residual for the twelve monthly split samples submitted in the last year was 0.65 mg/L, which is within the desirable range of 0.6-0.8 mg/L. The operators' fluoride split sampling results have compared favorably to those obtained by the State Lab of Hygiene. This indicates the operators are doing a good job when performing the fluoride residual tests and that the testing equipment used to run these analyses is functioning properly. The operators are encouraged to keep up the good work with the fluoridation program.

To satisfy 2017 monitoring requirements, monthly coliform bacteria and monthly fluoride split samples are required. In addition, samples for inorganics and synthetic organic chemicals are required from each entry point, samples for volatile organic chemicals are required from the entry points for wells 4, 5, and 6, samples for radioactivity are required from the entry points for wells 5 and 7. All these samples are required before September 30. In addition, quarterly samples are required for nitrates from the entry point for well 4, at least 30 lead and copper samples are required between June 1 and September 30, and two samples for disinfection byproducts are required in the third quarter. Your system will also be required to collect samples for water quality parameters. These requirements will not be in the monitoring schedules that you will soon receive, but will be mailed out in May 2017. All samples must be collected in the appropriate monitoring period and sent to certified labs for analyses. The labs must then report the results electronically to the Department, as has been done in the past.

Lead and Copper Monitoring

Home owners should be advised to remove and clean the aerators on a regular basis, but not prior to collecting the lead and copper samples. Flushing of the lines six hours before sample collection is not allowed by the Lead and Copper Rule. Samples should be collected under typical conditions, after the water sits for at least six hours.

We have been informed that the US EPA will be revising the Lead and Copper Rule. Our recommendations are based on discussions with the US EPA. The Department is also stepping up state wide efforts to reduce consumer's exposure to any amount of lead coming from their drinking water. The Department is asking all water systems to review their lead and copper sites to ensure that all sites are appropriate locations (kitchen or bathroom sinks) and that sites meet the required Tier criteria. We have reviewed your water system's lead and copper monitoring history. It appears that no changes will be needed with the sampling locations, site IDs, and the tiers which the sites belong to. After you review your data, let us know if you want to make any changes.

There are many lead services in the City. Homes with lead services must be included as Tier 1 sites if any part of the service is lead, including the gooseneck, the Utility portion, or the customer portion. Home owners with lead service lines should be strongly encouraged to replace their portion of the line at the same time that the Utility portion is being replaced. If lead is detected at levels greater than 15 ug/L in a home, we are asking that the homeowners be notified within 24 hours, even if the current code requirement is 30 days.

Required Reports, Records, and Utility Programs

Our records show that the Utility has distributed the required Consumer Confidence reports. All reports were complete and it appears the reports were properly distributed. The certification forms were also sent to this office. The Consumer Confidence reports must continue to be distributed before July 1 of every year. Please continue to send me copies of the final reports and the completed certification forms. The 2015 Consumer Confidence Report was received on March 2, 2016. The Utility has done an excellent job with the Consumer Confidence reports.

The City has the required cross connection control ordinance and inspections are routinely made by the Utility when meters are changed to enforce the ordinance. In 2015, the Utility made inspections at 466 residential, 36 commercial, and 3 public authority services. Records of each inspection by the Utility are kept on the computers. In addition to the inspections made by the Utility, HydroCorp, Inc. makes inspections at other commercial, industrial, and public authority services. Records of these inspections are also kept. In 2015, HydroCorp, Inc. made inspections at 21 commercial, 5 industrial, and 2 public authority services. In addition to these requirements, the Utility must also submit an annual report to the Department that tells how many inspections were made in the previous year. These reports are due every March 1. We received the report from Stoughton for the 2015 inspections on February 3, 2016. Residential cross connection inspections are required at the same frequency that meters are changed. Commercial and industrial inspection frequencies are dependent on meter size and degree of hazard. Cross connection inspections play a very important role in ensuring that the quality of the City's water supply is maintained.

The City also has the required private well abandonment ordinance and it appears that the ordinance has been enforced. There are now five wells that remain within the City. The well owners have current well operational permits. There are also well abandonment reports on file for wells that previously existed. As new wells are discovered or properties are annexed, the well owners must be made aware of the requirements in the private well abandonment ordinance. Current well operational permits or well abandonment reports must continue to be kept on file for periodic review by Department personnel.

The Utility has also done an excellent job with the hydrant flushing and valve exercising programs. All of the system hydrants are typically flushed once each year. All of the valves are also exercised routinely. Maintenance and locational information on each hydrant and each valve is recorded and placed on the system's computer records. Excellent records are kept of all such maintenance. Flushing of water mains removes sediments and biofilm that can accumulate in pipes over time, and can lead to taste and odor problems. A valve exercising and maintenance program helps guarantee that all valves work properly when needed, especially during an emergency. Exercising valves on a regular basis locates defective and leaking valves, helps prevent the accumulation of debris in valve seats, and helps prevent valves from sticking. The operators are encouraged to keep up with their excellent work with the hydrant and valve maintenance programs.

Our records show that the water storage facilities are inspected at least once every five years, as required. These types of detailed inspections are required at each storage facility at least once every five years and inspection reports must also continue to be completed by the inspector and submitted to the Department after each inspection. In addition to the 5-year interior inspections, the screens on the vents and overflow pipe, as well as the integrity of the gaskets on the hatches, must continue to be checked at least once per year.

The monthly pumpage reports must continue to be completely filled out and submitted to the Department on or before the tenth day of the following month. Our records show that all reports were submitted on time and all were filled out properly.

The Utility has an emergency operations plan. The Utility worked with Wisconsin Rural Water Association to develop the plan and previously did some training. The plan should be reviewed periodically and updated as needed.

The 2015 PSC report also shows statistics of when water mains were installed. For Stoughton, the report shows that 46,504 feet of water mains were installed from 1901 until 1920, 5,772 feet were installed from 1921 until 1940, and 38,428 feet were installed from 1941 until 1960. This means that 24.4% of the mains in the system were installed prior to 1960. All water systems are encouraged to have a plan to replace aging infrastructure. The City should have a plan to replace a number of these older mains every year, along with the replacement of undersized mains.

Certified Operator

Chapter NR 114, Wisconsin Administrative Code, specifies the requirements for certified waterworks operators. To be fully certified for the Stoughton water system, the City must employ at least one person that is a grade 1 operator in Groundwater (G), and Distribution (D). An operator in training is given a grade T status until proper experience is obtained and reported. The water system must also designate the operator in charge. To maintain their certification, all operators must attend continuing education classes and submit evidence of attendance when renewing their certificates.

Our records show that Sean Grady is the current operator in charge. Sean has Grade 1 certification in G and D. Sean's certification is good until December 1, 2017 when he will need to renew with the proper number of continuing education credits. Brian Erickson, Scott Grady, Scott Gunsolus, Kevin Hudson, Robert Kardasz, Martin Seffens and Kent Thompson also have Grade 1 certification in G and D. Phil Linnerud's certification has expired.

Water System Security

We recommend that you conduct a daily security check of your entire drinking water system to insure that doors are locked and that windows are secured.

System Summary Information

A water system summary is attached. Please review it for accuracy. If there are changes that need to be made, contact Dave Barkhahn at (608) 275-3300.

Capacity Development Evaluation

This sanitary survey serves as an evaluation of the capabilities of your water system. This system has been determined to have adequate technical, managerial, and financial capacity to provide safe drinking water. The ability to plan for, achieve, and maintain compliance with applicable drinking water standards has been demonstrated.

The operators are encouraged to keep up with the excellent work that they have been doing. The electronic record keeping system along with the iPads that have been issued has helped the Utility to be more efficient and improves communication between operators. The support that the Utility gets from the GIS and IT people has been valuable. The next sanitary survey of your system is scheduled to take place in 2020. Typically, you will be contacted prior to the survey to schedule a date that is convenient.

Required Action

At this time, there is no required action for your water system regarding this report. The deficiency noted in this report was corrected on January 18, 2017 and our data system was updated to show that corrections were made. Please discuss this report with City/Utility officials. I am asking that you respond to me by March 6, 2017 to let me know that the report was discussed. Please also consider correcting the non-conforming features and recommendations discussed in this letter.

Thank you for your assistance during the sanitary survey. If you have any questions, you can reach me by phone at (608) 275-3300, by fax at (608) 275-3338, by e-mail at dave.barkhahn@wisconsin.gov, or by postal mail at the address on this letterhead.

Sincerely,

A handwritten signature in black ink that reads "David Barkhahn". The signature is written in a cursive style with a large, prominent "D" and "B".

David Barkhahn
Public Water Supply Engineer

Encl.

cc: Bureau of Drinking Water/Groundwater - DG/5
Robert Kardasz, Utilities Director

Water System Summary Information

System ID: 11300784

System Name: STOUGHTON WATERWORKS

County: Dane

Type: Municipal Community

Basin: Rock River (lower)

Population: 12698

Service Connections: 0

Owner: LANA C KROPF

381 E MAIN ST

STOUGHTON, WI 53589-1724

(608) 873-6692 Fax: (608) 873-5519

lkropf@ci.stoughton.wi.us

Date Security VA Complete: 06/22/2004

Date ERP Complete:

Date ERP Last Exercised/Updated:

Emergency Phone: (608) 877-7423

Emergency Fax: (608) 873-4878

Emergency E-mail: bkardasz@stoughtonutilities.com

Certified Operators

Name	Lic. #	Expires	Phone/E-mail	Certification
BRIAN ERICKSON	28016	05/01/2017	(608) 877-7421 berickson@stoughtonutilities.com	D-1, G-1
SCOTT GRADY	27014	12/01/2019	(608) 873-3379 ssgrody@stoughtonutilities.com	D-1, G-1
SEAN GRADY	27016	12/01/2017	(608) 877-7416 sogrady@stoughtonutilities.com	D-1, G-1; also OIC in D and G
SCOTT GUNSOLUS	32159	11/01/2017	(608) 225-5802 swgunsolus@stoughtonutilities.com	D-1, G-1
KEVIN HUDSON	35242	11/01/2018	(608) 873-3379 ktdandc@gmail.com	D-1, G-1
ROBERT KARDASZ	05768	02/01/2018	(608) 873-3379 bkardasz@stoughtonutilities.com	D-1, G-1
PHIL LINNERUD	20376	05/01/2016	(608) 873-3379 ext. 130	Expired
MARTIN SEFFENS	34328	05/01/2017	(608) 877-7430 martyww1234@yahoo.com	D-1, G-1
KENT THOMPSON	36493	05/01/2018	(608) 877-7430 kthom735@yahoo.com	D-1, G-1

Affiliations

Name	Affiliation	Start Date	Primary?	Phone
ROBERT P KARDASZ, P.E.	SAMPLER	01/01/1960	Y	608-877-7423
LANA C KROPF	PLAN CON	04/01/2015	Y	608-873-6692
LANA C KROPF	OWNER	12/01/2015	Y	608-873-6692
STOUGHTON CITY OF - ATTN: MAYOR & UTIL DIR	LEGAL OWN	03/07/2016	Y	608-877-7423
ROBERT P KARDASZ, P.E.	EMERGENCY	11/19/2001	Y	608-877-7423
DAVE BARKHAHN	DNR REP	07/05/2011	Y	608-275-3300
SEAN GRADY	CONTACT	06/21/2013	Y	608-575-3732
ROBERT P KARDASZ, P.E.	PLAN CON	07/21/2014	N	608-877-7423

Entry Points and Sources of Water (Basic Data)

Source ID	Name	WUWN	Status	Type	Source	Depth	Cased	Grouted
3		BF550	Perm Abandoned	ENTRY PT/SOURCE	Ground Water Source	950	210.5	88
4	Well #4	BF551	Active	ENTRY PT/SOURCE	Ground Water Source	969	119	50
5	Well #5	HR527	Active	ENTRY PT/SOURCE	Ground Water Source	1113	432	432
6	Well #6	BF566	Active	ENTRY	Ground Water	1137	427	427

Source ID	Name	WUWN	Status	Type	Source	Depth	Cased	Grouted
				PT/SOURCE	Source			
7	Well #7	KW617	Active	ENTRY PT/SOURCE	Ground Water Source	1040	478	400
99	OLD WELL #5	BF552	Reconstructe d Well	ENTRY PT/SOURCE	Ground Water Source	1113		

Entry Points and Sources of Water (Misc. Data)

Source ID	Pump Cap.	Pump Type	Lube	Aux. Power?
3	600	Vertical Turbine	Water	Unknown
4	1150	Vertical Turbine	Water	No
5	1010	Vertical Turbine	Water	Yes
6	1025	Vertical Turbine	Water	No
7	1100	Vertical Turbine	Water	Yes
99	1000	Vertical Turbine	Water	Yes

Storage

ID/Location	Type	Vol. (gal)	Firm Pumping Capacity (gpm)	Height to Overflow (ft.)	Overflow Elev. (sea-level, ft.)	Aux. Power?	Mfg.	Model
Tower No.3 East tower	ELEVATED TANK	600000		104.5	1080.5	Unknown	CBI Inc.	Spheroid
Tower No. 2 North Tower (off Furseth Rd)	ELEVATED TANK	300000		103.5	1081.1	Unknown	Ironworks Inc.	Spheroid
Well No. 5	GROUND STORAGE	400000	1000			Yes		Concrete ground reservoir

Booster Stations

ID/Location	Type	Firm Pumping Capacity (gpm)	Aux. Power?
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None

System Interconnects

ID/Location	Type	Capacity (gpm)	Metered?	Chemical Injection Capable?
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None

Treatment Summary Data

Source ID	Type	Description	Begin	End	Objective(s)	Pump Model	Cap.	Stroke %	Speed %	Sol. Tank Cap.	Dil. Ratio
3	380	Fluoridation	01/01 /1960	03/12 /2007	Other						
3	421	Hypochlorination, Post	01/01 /1960	03/12 /2007	Disinfection						
4	380	Fluoridation	01/01 /1960		Other	Pulsatron	22	50	50	100	0

Source ID	Type	Description	Begin	End	Objective(s)	Pump Model	Cap.	Stroke %	Speed %	Sol. Tank Cap.	Dil. Ratio
4	421	Hypochlorination, Post	01/01/1960		Disinfection	Pulsatron	42	44	25	100	0
5	380	Fluoridation	01/01/1960		Other	Pulsatron	24	38	30	100	0
5	421	Hypochlorination, Post	01/01/1960		Disinfection	Pulsatron	42	38	50	100	0
6	380	Fluoridation	01/01/1960		Other	Pulsatron	24	60	43	100	0
6	421	Hypochlorination, Post	01/01/1960		Disinfection	Pulsatron	42	35	50	100	0
7	380	Fluoridation	01/01/1960		Other	Pulsatron	24	44	30	100	0
7	421	Hypochlorination, Post	01/01/1960		Disinfection	Pulsatron	42	38	38	100	0
99	380	Fluoridation	01/01/1960	03/30/1988	Other						

System Evaluation Summary

Inspector/Reviewer	Date	Report Date	Type	Agency	Response Due	Response Recd
BARKHAHN, DAVE	01/17/2017	01/20/2017	SURVEY	DNR	03/06/2017	
BARKHAHN, DAVE	02/04/2014	02/11/2014	SURVEY	DNR	03/28/2014	02/13/2014
STUNKARD, TOM	02/10/2011	03/07/2011	SURVEY	DNR	04/25/2011	03/23/2011
STUNKARD, TOM	03/05/2008	03/17/2008	SURVEY	DNR	05/17/2008	03/24/2008
STUNKARD, TOM	02/22/2007	03/05/2007	ANNUAL	DNR		
STUNKARD, TOM	02/27/2006	03/02/2006	ANNUAL	DNR		
STUNKARD, TOM	02/24/2005	02/28/2005	ANNUAL	DNR		
STUNKARD, TOM	02/25/2004	03/08/2004	ANNUAL	DNR		
STUNKARD, TOM	02/18/2003	03/25/2003	SURVEY	DNR		
STUNKARD, TOM	02/28/2002	03/04/2002	ANNUAL	DNR		
STUNKARD, TOM	03/07/2001	03/14/2001	ANNUAL	DNR		
STUNKARD, TOM	02/08/2000	02/21/2000	ANNUAL	DNR		
STUNKARD, TOM	02/16/1999	02/17/1999	ANNUAL	DNR		
STUNKARD, TOM	02/26/1998	04/02/1998	SURVEY	DNR		
STUNKARD, TOM	02/11/1997	02/12/1997	ANNUAL	DNR		
STUNKARD, TOM	03/19/1996	03/20/1996	ANNUAL	DNR		
STUNKARD, TOM	03/15/1995	03/27/1995	ANNUAL	DNR		
STUNKARD, TOM	03/02/1994	03/07/1994	ANNUAL	DNR		
	03/18/1992		SURVEY	DNR		

Bacteriological Sampling History

Year	Distribution Safe	Distribution Unsafe	Confirmed Unsafe	Missed Samples	Raw Safe	Raw Unsafe	Fecal Positive?
2017	7			0			N
2016	124			0	16	1	N
2015	120			0	16		N
2014	119	1		0	16		N
2013	122			0	16		N
2012	120			0	16		N
2011	120			0	16		N

Chemical Sampling History

Year	Sample Group	Source ID	Samples Taken	Missed Samples	MCL Violations
2017	FLUORIDE		1	0	0
2016	NITRATE	6	1	0	0
2016	NITRATE	4	4	0	0
2016	FLUORIDE		12	0	0
2016	DBP		2	0	0
2016	NITRATE	7	1	0	0
2016	NITRATE	5	1	0	0
2016	PBCU		30	0	0
2015	NITRATE	6	1	0	0
2015	NITRATE	4	4	0	0
2015	FLUORIDE	7	1	0	0
2015	DBP		2	0	0
2015	FLUORIDE		12	0	0
2015	NITRATE	7	1	0	0
2015	NITRATE	5	1	0	0
2015	PBCU		120	0	0
2014	IOC	5	1	0	0
2014	VOC	4	1	0	0
2014	VOC	6	1	0	0
2014	PBCU RULE	5	1	2	0
2014	PBCU	4	1	0	0
2014	PBCU	7	1	0	0
2014	IOC	6	1	0	0
2014	RAD	4	1	0	0
2014	PBCU RULE		20	0	0
2014	IOC	4	1	0	0
2014	RAD	5	1	0	0
2014	IOC	7	1	0	0
2014	DBP		2	0	0
2014	FLUORIDE		12	0	0
2014	VOC	5	1	0	0
2014	PBCU RULE	7	1	2	0
2014	RAD	7	1	0	0
2014	PBCU RULE	4	1	2	0
2014	PBCU RULE	6	1	2	0
2014	RAD	6	1	0	0
2014	VOC	7	1	0	0
2014	PBCU		30	0	0
2014	PBCU	6	1	0	0
2014	PBCU	5	1	0	0
2013	VOC	4	1	0	0
2013	VOC	6	1	0	0
2013	NITRATE	6	1	0	0
2013	NITRATE	4	1	0	0
2013	DBP		4	0	0
2013	FLUORIDE		12	0	0
2013	VOC	5	1	0	0
2013	NITRATE	7	1	0	0
2013	VOC	7	1	0	0

Year	Sample Group	Source ID	Samples Taken	Missed Samples	MCL Violations
2013	NITRATE	5	1	0	0
2012	VOC	4	4	0	0
2012	VOC	6	4	0	0
2012	NITRATE	6	1	0	0
2012	NITRATE	4	1	0	0
2012	DBP		2	0	0
2012	FLUORIDE		12	0	0
2012	VOC	5	4	0	0
2012	NITRATE	7	1	0	0
2012	VOC	7	4	0	0
2012	NITRATE	5	1	0	0
2011	SOC	6	1	0	0
2011	IOC	5	1	0	0
2011	VOC	4	4	0	0
2011	VOC	6	4	0	0
2011	IOC	6	1	0	0
2011	SOC	7	1	0	0
2011	IOC	4	1	0	0
2011	IOC	7	1	0	0
2011	RAD	5	1	0	0
2011	DBP		2	0	0
2011	FLUORIDE		12	0	0
2011	RAD	7	1	0	0
2011	VOC	5	4	0	0
2011	SOC	5	1	0	0
2011	RAD	6	1	0	0
2011	VOC	7	4	0	0
2011	PBCU		30	0	0
2011	SOC	4	1	0	0

Sample Group	Last Sampled
BACTI	2017
FLUORIDE	2017
IOC	2014
RAD	2014
HAA5	2009
PBCU RULE	2014
PBCU	2016
NITRATE	2016
VOC	2014
SOC	2011
TTHM	2009
DBP	2016

MCL Violations

Source ID	Contaminant	Concentration	MCL	Units	Viol. Start	Viol. End	Continuing Operation?
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None

Definitions

MCL = Maximum Contaminant Limit (as set by the Environmental Protection Agency (EPA))

BACTI = Bacteriological Sample

IOC = Sample for Inorganic Compounds

NITRATE = Nitrate Sample

PBCU = Lead and Copper Sample

RAD = Sample for Radioactivity

SOC = Sample for Synthetic Organic Compounds

VOC = Sample for Volatile Organic Compounds

FLUORIDE = Fluoride from Fluoridation

TTHM = Total Trihalomethane Sample



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

MEMO

To: Sean Grady
From: Andrew Paulson
Date: 1/26/2017
Subject: Zero OSHA Recordable Injuries 2016

I would like to congratulate Stoughton Utilities on achieving zero OSHA recordable injuries in 2016. Thank you to the electric, water, wastewater and office teams for this accomplishment.

From: Sean Grady
Sent: Tuesday, January 17, 2017 1:46 PM
To: Electric Division Staff; Wastewater Division Staff; Water Division Staff; Customer Service Employees; Robert Kardasz; Brian Hoops; Scott Grady
Subject: FW: MEUW Memo
Attachments: MEUW Memo.doc

It took the entire team working together to obtain a recordable injury free 2016.

Congratulations to all.

From: Andrew Paulson [mailto:apaulson@meuw.org]
Sent: Tuesday, January 17, 2017 1:01 PM
To: Sean Grady
Subject: MEUW Memo

Thank you,

Andrew Paulson
MEUW Regional Safety Coordinator
Direct: 608-436-1484 | Email: apaulson@meuw.org



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Confidentiality Statement:

This message is from Municipal Electric Utilities of Wisconsin. This message and any documents accompanying it may contain privileged and confidential information. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or action taken in reliance on the contents of this message and any accompanying documents is prohibited. If you have received this message in error, please destroy it and notify the sender immediately.

January 26, 2017

Brian Hoops
Stoughton Utilities
Assistant Utilities Director
600 S Fourth Street
PO Box 383
Stoughton, WI 53589-0383

Dear Brian:

I am writing to let you know that you have been selected by the Executive Committee to serve a three-year term on the Member Services Advisory Group (MSAG). Jake Oelke will contact you with additional details on upcoming meetings.

We are pleased that you have volunteered for this advisory group position.

Sincerely,



Chair Jeff Feldt
Executive Committee

cc: Jake Oelke
Kay Schaub
Tom Paque



The way energy should be

1425 Corporate Center Drive
Sun Prairie, WI 53590
P: 608.834.4500 F: 608.837.0274
www.wppienergy.org

January 26, 2017

Brian Hoops
Assistant Utilities Director
600 South Fourth Street
PO Box 383
Stoughton, WI 53589-0383

Dear Brian:

I am writing to provide an official welcome to the WPPI Energy Board of Directors as the Alternate for Stoughton. As you know, WPPI Energy's purpose is to provide reliable, low-cost wholesale electricity, superior services and advocacy that support Stoughton Utilities and the customers it serves.

WPPI Energy's 51 "public power" utilities in Wisconsin, Iowa and Upper Michigan value local ownership, local control and commitment to customers. At the same time, member communities are stronger together, achieving through joint action what would be costly and difficult to do alone. Together, we have a diversified, flexible power supply; stable rates; financial strength; a broad selection of services and programs; and a voice on issues affecting the industry. As a result, members are better equipped to operate successfully as the industry changes.

We rely on the active involvement of each and every member. Your input and expertise will continue to be greatly appreciated in your new role.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Peters", written over a printed name and title.

Mike Peters
President/CEO

Thanks for serving
WPPI and the members.
MP



Stoughton Utilities

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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

Tuesday, January 31, 2017

Contact: Cory Neeley, Energy Services Representative 608-825-1755

School District Receives Funding for Tunable LED Lighting Project

Stoughton Area School District (SASD) recently received grant funding from Stoughton Utilities and the American Public Power Association (APPA) to complete a tunable light emitting diode (LED) lighting project. The project will involve the installation of tunable LED lights, which can give off different colors and intensities of light; teacher training and feedback; and a video about the process. The project will provide energy savings and help district officials explore the effects of tunable LED lighting on sleep patterns, concentration, mood, and student behavior in the classroom.

Stoughton Utilities provided \$10,000 with the help of Commitment to Community funding from the utility's energy provider WPPI Energy. APPA provided an additional \$10,000 through the Demonstration of Energy & Efficiency Developments (DEED) program. SASD and Stoughton Utilities are working with the Midwest Lighting Institute, a local, not-for-profit research organization, to analyze the installed lighting and its effects on the learning environment.

“We spend a lot of time indoors compared to 50-100 years ago,” said Cory Neeley, WPPI Energy Services Representative for Stoughton Utilities. “Evidence suggests humans need exposure to sunlight in order to perform as expected and sleep as needed.”

Tunable LED lights can mimic natural sunlight, which could help regulate sleep-wake cycles, decrease the effects of Seasonal Affective Disorder, and improve concentration. Tunable LED lights can also be set to colors with higher wavelengths, such as yellow or red, to produce a calming effect that could potentially decrease behavioral issues in the classroom.

Installation of tunable lighting started December 23, 2016 while students were on winter break. The district partnered with Stoughton Utilities to install tunable LED lighting in three classrooms at Fox Prairie Elementary School and two classrooms at Stoughton High School. Teachers received training on how to change color temperature and intensity to create adaptable learning environments, and will send feedback to district administrators via a monthly survey. Stoughton Utilities will produce a video that will show the classrooms before and after, highlight energy savings and the partnership between the utility and school district, and feature interviews with teachers and students who participate in the project.

“We are excited to pilot cutting-edge tunable lighting in several of our classrooms,” said district administrator Tim Onsager. “This is the kind of innovation in thought, practice, and partnerships that we value as a district, and we are grateful that Stoughton Utilities and WPPI Energy share our commitment.”

The new tunable LED light fixtures are expected to yield an energy cost savings of at least 50% compared to traditional fluorescent lamps.

“Energy efficiency has been a priority of our school district, and Stoughton Utilities and WPPI Energy have been great partners in this effort,” said Calvin Merath, Buildings and Grounds Supervisor for SASD. “Our district has been pleased to work with both organizations to foster an environment where our facilities are conducive to student learning.”

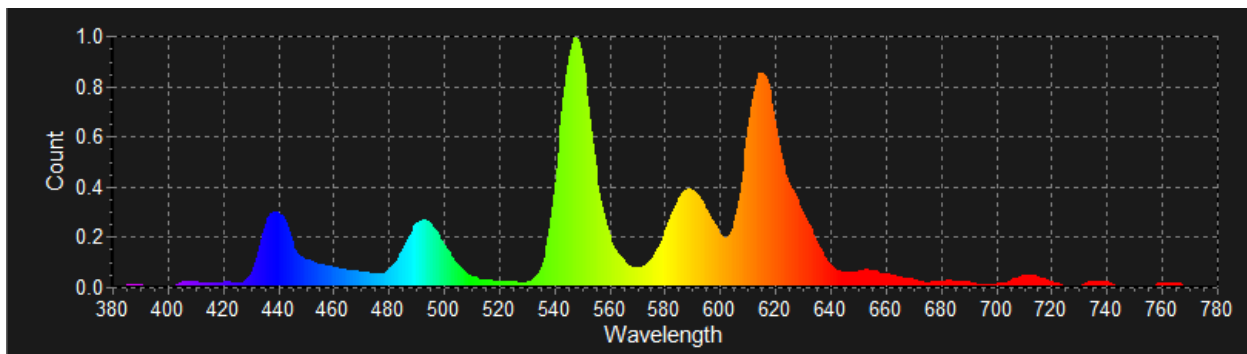


Photo 1: Spectrum profile of a classroom with standard fluorescent lighting in Fox Prairie

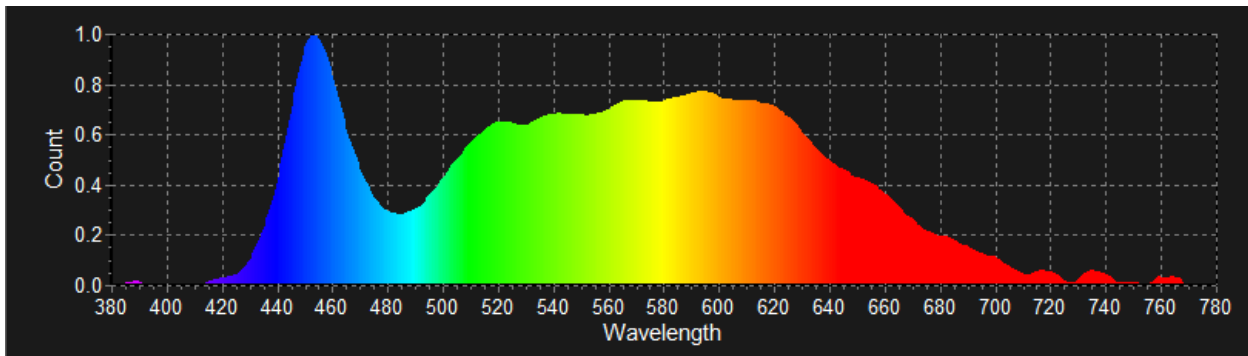


Photo 2: Spectrum profile of a classroom retrofitted with tunable lighting

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About Stoughton Utilities

Stoughton Utilities is the city's locally owned, not-for-profit electric, water and wastewater utility. Utility staff strive to provide their 8,500+ customers with low-cost, reliable electric service; clean, high-quality water that meets or exceeds all state and federal standards; and state-of-the-art wastewater treatment services. The utility is directed by a utility committee comprised of local residents, and citizens always have the opportunity to have a voice in utility decisions and programs. Stoughton Utilities is a member of joint action agency and energy provider WPPI Energy.

About the American Public Power Association

APPA is the national organization serving the interests of the nation's more than 2,000 community- and state-owned electric utilities. The association established the DEED program in 1980 to sponsor and conduct activities related to energy innovation that improve efficiency or lower costs in providing energy services to consumers of publicly owned electric utilities. DEED funds are used to support innovative utility programs. Stoughton Utilities is a member of APPA.



Stoughton Utilities

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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

January 31, 2017

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

Stoughton's Power Supply to Include Electricity from Wisconsin's Largest Solar Energy Center

Stoughton Utilities will meet more of its customers' electricity needs with power harnessed from the sun thanks to a recently announced agreement between Stoughton's not-for-profit power supplier, WPPI Energy, and NextEra Energy Resources.

WPPI Energy and NextEra Energy Resources recently announced plans to build a 100 megawatt solar energy center – Wisconsin's largest – with a capacity to serve more than 23,000 households with affordable, clean energy.

“This solar energy center adds diversity to help us meet WPPI Energy member utilities' long-term needs in a way that's more cost-effective than other opportunities currently available to us,” said Mike Peters, president and CEO of WPPI Energy. “In addition, our membership has achieved significant emissions reductions over the past 10 years, and the clean, renewable energy generated by this project will help us continue that effort.”

NextEra Energy Resources plans to build and operate the Point Beach Solar Energy Center on land adjacent to its existing Point Beach Nuclear Plant in Two Rivers, Wisconsin. The project is scheduled to come online in 2021.

WPPI Energy has entered into a 20-year power purchase agreement to buy the electricity from the solar energy center to serve its 51 member utilities across Wisconsin, Upper Michigan, and Iowa, including Stoughton Utilities.

“We are pleased that the addition of this major power supply resource complements Stoughton Utilities’ commitment to serving our community as cost-effectively as possible and will help us continue reducing our emissions,” said Robert Kardasz, Stoughton Utilities Director.

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Stoughton Utilities is a member-owner of WPPI Energy, a regional power company serving 51 locally owned electric utilities. Through WPPI Energy, these not-for-profit utilities share resources and pool their purchasing power to provide reliable, affordable electricity to more than 200,000 homes and businesses in Wisconsin, Upper Michigan, and Iowa.

For more information about Stoughton Utilities, visit www.stoughtonutilities.com.

For more information about WPPI Energy, visit www.wppienergy.org.

For more information about NextEra Energy Resources, visit www.NextEraEnergyResources.com.



Stoughton Utilities

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CUSTOMERS OF STOUGHTON ELECTRIC UTILITY

Stoughton Electric Utility has filed an application with the Public Service Commission of Wisconsin (PSCW) to increase electric rates. The adjustment is necessary to cover increased operation and maintenance expenses that will allow the utility to continue providing reliable and quality service to our customers. Additionally, the utility has asked the Commission to set appropriate rate levels, which may include raising fixed customer charges. The last electric rate increase was approved in September 2015.

The utility is requesting an overall increase of 3.01%, or \$458,345. This request is detailed in Stoughton Electric Utility's electric rate application submitted to the PSCW on September 26, 2016. After review, Commission staff proposed an increase in rates of \$253,762, or 1.71%. The actual change to individual customers will vary with electricity usage, class of service and the ultimate rates authorized by the Commission. All information regarding this application is available electronically at the PSCW's website: <http://psc.wi.gov>.

A telephonic hearing on the application has been scheduled for 2:00 p.m. on March 2, 2017, to be held at the following locations:

Stoughton Electric Utility
Ed Malinowski Boardroom
600 S. Fourth Street
Stoughton, WI 53589

Public Service Commission of Wisconsin Building
610 North Whitney Way
As Posted On First Floor of Building
Madison, Wisconsin

For more information, please contact Docket Coordinator, Tanner Blair (PSCW) at (608) 267-3592 and refer to the Stoughton Electric Utility electric rate application under Docket 5740-ER-109.

Robert P. Kardasz, P.E.
Utilities Director
Stoughton Electric Utility
(608) 873-3379

Monthly Wrap-Up for January 2017

Issued Feb. 9, 2017

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

Member Loan Program Changes. The Executive Committee of the WPPI Energy Board of Directors approved changes to the Member Efficiency and Renewable Energy Loan Program (Member Loan Program) that will remove the lifetime cap of \$500,000. The new guidelines state that a reserve of \$2 million of the fund pool will be designated for members that have not reached \$500,000 in total initial loans or have yet to borrow any loan funds. The remainder of the pool will be available to members who have already borrowed a total of \$500,000. Members may borrow a maximum of \$500,000 in total loan funds at any given time. The new guidelines also extend covered expenses to include annexation or acquisitions issues and strategic growth planning.

100-Megawatt Solar Energy Purchase. WPPI Energy recently entered into a 20-year solar energy power purchase agreement with NextEra Energy Resources. We have existing agreements with this company to purchase power from the Point Beach Nuclear Plant near Two Rivers, Wis., and the Butler Ridge Wind Energy Center in Dodge County, Wis. Under the new agreement, NextEra Energy Resources will construct a 100-megawatt solar energy center adjacent to the Point Beach Nuclear Plant, and WPPI Energy will purchase all of the facility's output starting in 2021. The electricity we purchase from the Point Beach Solar Energy Center will add diversity to our power supply portfolio, and will be more cost-effective than other opportunities currently available to us. In addition, it will help us continue to reduce emissions. If you would like to make an announcement in your community, you can access a customizable news release [here](#).

APPA Legislative Rally. 48 member advocates, including 10 mayors, representing 21 WPPI Energy member communities will attend the [2017 APPA Legislative Rally](#) Feb. 27 - Mar. 1 in Washington, D.C. The legislative rally is an important opportunity for municipal utilities and the communities they serve to have their voices heard by members of Congress. Some of the topics we plan to discuss at this year's rally include tax-exempt municipal bonds, cyber security and energy infrastructure.

WPPI Energy Advisory Groups News. The start of a new year is always a great time to reflect on the past and plan for the future. It's especially important this year as we implement a new five-year business plan for WPPI Energy. Our advisory groups are already starting work on meeting the objectives laid out in the business plan. Here's the latest news:

- **Outage Management Task Force (OMTF) Has First Meeting.** The OMTF met for the first time January 25. The group will evaluate options for best meeting a diverse range of outage management needs and working with disparate systems across the membership.
- **Member Services Advisory Group (MSAG) Formed.** The Energy Services Advisory Group (ESAG) and Information Technology Advisory Group (ITAG) have combined to form a new advisory group. MSAG formed in order to better work on meeting customer expectations in the area of technology and other priorities laid out in the business plan.
- **Distribution Services Advisory Group (DSAG) Hosts Annual Member Meeting.** The DSAG hosted its annual member meeting on January 18 in conjunction with MEUW and REC's Joint Superintendent's Conference. The Joint Purchasing Program, WPPI Energy's oldest service, started 30 years ago. The longevity and success of this program is a testament to our members' dedication to the joint action model.

Staff Updates. We welcomed three new employees to the WPPI Energy team in January:

- Jan. 3: Kim Jennings, Manager of Special Projects (CIS)
- Jan. 9: Lisa Liebenow, CIS Support Analyst I
- Jan. 16: Steven Hoang, Desktop Support Analyst I

I would also like to extend congratulations to the following people who either earned promotions to different roles within the company or became a senior staff member in January:

- Todd Biese: Assistant Vice President of Operations, *formerly Director of Operations**
- Vally Goepfrich: Senior Vice President of Power Supply, *formerly Vice President of Operations and Analytics**
- Joe Daggett: Director of Risk Management, *formerly Risk Manager**
- Tammy Freeman: Director of Billing Services, *formerly Manager of Billing and Rate Services*
- Mike Rausch: Director of Legal Services*
- Todd Komplin: Director of Planning Analyses and NERC Standards Compliance Officer*
- Anne Rodriguez: Director of Communications*

*Designates senior staff members

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



Stoughton Utilities

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

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Date: February 14, 2017
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.

February 20, 2017	Regular Meeting - Introduction of Utilities Finance Manager Jamin Friedl - Approve bad debt write offs discussion, approval and recommendation to the Common Council
February 28, 2017	Common Council Meeting – Approve bad debt write offs
February 26 - March 1, 2017	American Public Power Association (APPA) Legislative Rally in Washington, D.C.
February 28, 2017	Common Council Meeting - Approve bad debt write offs
March 20, 2017	Regular Meeting - Goals discussion - Review Drinking Water Consumer Confidence Report (CCR)
March 29-31, 2017	Wisconsin Rural Water Association (WRWA) Annual Conference in La Crosse
April 3-6, 2017	American Public Power Association (APPA) Engineering and Operations Conference in Minneapolis, MN
April 17, 2017	Regular Meeting - Stoughton Utilities 2016 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
April 25, 2017	Common Council Meeting - Approve 2015 Annual Audit and Management Letter - Accept the Tax Stabilization Dividends

May 1, 2017	WPPI Energy Regional Power Dinner Meeting in Evansville
May 7-13, 2017	Drinking Water Week
May 15, 2017	Regular Meeting - First Regular Meeting after the Common Council Reorganization Meeting - Elect Committee Chair and Vice Chair - Elect Committee Liaison and Alternate Liaison - Establish Meeting Time and Monthly Meeting Date
June 6, 2017	WPPI Energy orientation in Sun Prairie
June 7-9, 2017	American Water Works Association (AWWA) National Conference in Chicago, IL
June 12-16, 2017	American Public Power Association (APPA) National Conference in Phoenix, AZ
June 19, 2017	Regular Meeting - Approve and recommend the Wastewater Compliance Maintenance Annual Report (CMAR) and Resolution to the Common Council - Tour Well No. 5
June 27, 2017	Common Council Meeting - Approve the CMAR
June 28-30, 2017	Municipal Electric Utilities of Wisconsin (MEUW) Annual Conference in Madison
July 17, 2017	Regular Meeting - Approve the Stoughton Utilities RoundUp Donation - Tour Stoughton Utilities Building
August 14, 2017	Regular Meeting - Approve Declaration(s) of Official Intent - Tour the Wastewater Treatment Facility
August 17, 2017	Wisconsin Rural Water Exposition in Plover
September 13-15, 2017	Wisconsin Waterworks Association (AWWA) Annual Conference in Wisconsin Dells
September 13-15, 2017	WPPI Energy (WPPI) Annual Conference in Madison
September 18, 2017	Regular Meeting - Approve the Stoughton Utilities 2018 Budget including the maintenance of market rates, and Stoughton Utilities Five Year (2018-2022) Capital Projects Program and recommend it to the Stoughton Common Council
September 28, 2017	Stoughton Utilities Public Power Celebration
October 5, 2017	Common Council Budget Workshop

October 10-13, 2017	Wisconsin Wastewater Operators Association Annual Conference in Wisconsin Dells
October 16, 2017	Regular Meeting - Tour West Electric Substation
October 26, 2017	Stoughton Utilities 2018 Budget and CIP presentation
November 9, 2017	WPPI Energy Orientation in Sun Prairie
November 14, 2017	Common Council action on the Stoughton Utilities 2018 Budget and CIP
November 20, 2017	Regular Meeting
December 18, 2017	Regular Meeting
January 16, 2018	Regular Meeting - Stoughton Utilities RoundUp Donation and Declarations of Official Intent
January 17-19, 2018	Municipal Electric Utilities of Wisconsin (MEUW) Superintendents Conference in Wisconsin Dells

cc: Brian R. Hoops
Stoughton Utilities Assistant Director



Stoughton Utilities Activities Report January 2017

Administration

Robert P. Kardasz, P.E.
Utilities Director

An increasing number of customer-driven projects were the focus of the Electric System and Metering Divisions during the month. The Water Division concentrated on scheduled infrastructure replacement projects. The Utilities Planning Division coordinated these projects. The Wastewater Division concentrated on projects at the wastewater treatment facility and the sanitary sewer collection system flushing and televising. The Technical Operations Division continued to work with customers to fulfill their financial obligations and addressed a number of technical efforts occurring throughout Stoughton Utilities.

During the month of January, The Utilities Director participated in a Municipal Electric Utilities of Wisconsin (MEUW) Joint Superintendents Conference with the Wisconsin Rural Cooperatives and a MEUW Board of Directors Meeting, a webinar with the WPPI Energy Executive Committee, the Wisconsin 2017 Energy Providers Conference, a field audit with Baker Tilly, a transition meeting with the Mayor and Human Resources Department, a Leadership Team meeting, a Safety Committee Meeting, two meetings with the Human Resources Department and selected staff, processed three staff applications for reconsideration of job evaluation points, a Utilities Committee Meeting, a Common Council Meeting, two Utilities Management Team Meetings, two development meetings, numerous external and internal meetings, addressed numerous present and potential customer inquiries, a hearing conservancy test, and welcomed Jamin Friedl as our Utilities Financial Manager.

Technical Operations Division

Brian R. Hoops
Assistant Utilities Director

Customer Payments: Staff processed 8,579 payments totaling \$1.61 million, including 1,549 checks, 2,003 lockbox payments, 942 credit cards, 1,202 online E-Pay payments, 1,994 automated bank withdrawals, 714 direct bank payments, and \$14,000 in cash.

Delinquent Collections: As January 1, there were 1,967 active accounts carrying delinquent balances totaling over \$300,080, and 61 final-billed accounts carrying delinquent balances totaling over \$15,900. Of the total amount delinquent, \$105,600 was 30 or more days past due.

- Throughout the month of January, we mailed out 10-day notices of pending disconnection to 153 customers with water or wastewater service. An additional 545 past-due notices were mailed to customers that only have electric service.
- On January 25, we delivered automated phone calls to 25 commercial customers providing a 24-hour final notice of pending electric service disconnection.
- An additional 69 automated phone calls were delivered to residential customers providing a 24-hour final notice of pending water service disconnection.
- On January 26, we disconnected electric service to two commercial customers and water service to 13 residential customers that remained severely delinquent. All were reconnected after payment was received.

We ended the month of January with \$100,500 remaining 30 or more days past-due. For comparison, 30+ day delinquencies are 7% higher than this time last year (\$93,200).

Energy Assistance: During the month of December, energy assistance (EA) payments for 37 customers totaling \$8,531 were received from the State of Wisconsin Public Benefits Program and applied to customer accounts to assist low-income customers with their home heating expenses.

EA continues to accept assistance applications from customers through the end of the 2016-17 heating season. All eligible customers must reapply for the current heating season, even if they have received assistance in the past. These payments are funded through a mandatory charge on every customer's electric statement.

Financial Audit: Baker Tilly was onsite to perform fieldwork for the annual financial audit. Despite our Finance Manager position being vacant during this week, division staff was able to accommodate most of the auditor's data and information requests.

Information Technology: SU entered the contract negotiation phase with OSI, Inc. for our new electric SCADA head-end unit. Stoughton will provide OSI with preconfigured server and workstation images, which OSI will configure and program with this software systems. The contract work should be finalized, and work begun on this system in mid-February.

The IT hardware refreshes for 2017 began in January, with new phones, printers, workstations, and laptops being ordered, configured, and deployed. Software maintenance and licensing contracts were renewed as budgeted. This concludes the majority of IT projects for the year, with the exception of the electric SCADA and network security enhancements planned for this summer.

New Employee: Stoughton Utilities welcomed Jamin Friedl onboard as our new Finance Manager. Jamin comes to us from WPS Insurance, and has previous utility finance experience from his time working for Baker Tilly.

Training and Meetings: Brandi attended a WPPI Energy Northstar User's Group, and a meeting with our WPPI Energy Services Representative (ESR) and the Stoughton Chamber of Commerce to discuss advertising and sponsorship opportunities.

Brian attended the MEUW Joint Superintendents Conference, the annual Wisconsin Energy Providers Conference with opening speaker Lt. Governor Kleefisch, a WPPI Energy Outage Management Taskforce meeting, a WPPI Energy Executive Committee meeting (via webinar), interviews for five candidates for the City of Stoughton Information Technology (IT) Director position, several conference calls with OSI, Inc. regarding the electric SCADA project, a Utilities Committee meeting, and several internal SU meetings regarding ongoing projects.

Shannon attended an online webinar provided by the Wisconsin Department of Revenue on changes being made to the MyTax system.

Electric, Metering, Planning, and Water Divisions

Sean O Grady
Utilities Operations Superintendent

2017 Bucket and Digger-Derrick Replacements: Staff met with Terex, a supplier for aerial equipment, and began the process of preparing bid specifications for replacing a digger-derrick purchased in 1999, and an aerial bucket truck purchased in 2003. We should be ready to advertise for bids by mid-February.

Aldi Store: Existing utility facility locations, abandonment requirements for unused sanitary sewer and water laterals, and current and future electric easements have been forwarded to the project architect for inclusion on the site plan. Once an electrician has been hired, an estimate of customer contribution will be provided.

Bus vs. Pole: A bus lost traction on icy roads, slid into the ditch, and struck an overhead electric pole, breaking it off near the ground. Crews were able to use a truck to support the pole until weather conditions improved, at which time a new pole was installed.

Car vs. Pole: A vehicle eluding a police traffic stop lost control on icy roads and struck a utility pole, breaking it off at ground level. Staff temporarily placed the pole back upright, restoring power to the area until weather conditions improved and we could safely replace the pole.

Hilton Hotel: Code requirements have been shared with the design engineer on protection and placement of transformers adjacent to buildings, along with accessibility for installation and maintenance of equipment. A preliminary estimate to extend electric services to the site has also been shared. Once the utility and the design engineer agree on a transformer location and we receive connected load information, an estimate of customer contribution will be provided.

House Relocation: An estimate of customer contribution was prepared to disconnect and/or relocate overhead electrical lines to accommodate the relocation of a residential structure currently located on Hamilton Street over to a vacant lot on Lincoln Avenue.

KPW Site: Staff provided preliminary information required to serve a three-unit commercial building.

Skaalen Home Addition: Metering equipment has been ordered for the campus addition at Skaalen Home. Construction specifications to feed the new equipment will be generated next month.

Underground Primary Cable Failure: On one of the coldest nights of the month, we had a section of underground electric primary cable fail on Felland Street. The section that failed was located on a street crossing. Staff was able to isolate the cable and get the customers back in service with a temporary feed. The existing cable, along with a few other sections of unjacketed primary cable, will be replaced this spring to reinforce the area.

Water Main Breaks: We had our first water main break this year on North Harrison Street. Crews were able to isolate and repair the break in about three hours. Later in the month, a second water main break occurred on Riverview Drive

WDNR Water Division Inspection: WDNR staff engineer was on site inspecting our operations, maintenance records, cross connection control program, water monitoring and testing requirements, emergency response program, pump stations, and storage facilities for violations. I am happy to report we had only one minor issue with a seal around an airline at one of our pumping stations. Staff removed and replaced the old seal with a new one on the day of the inspection. Inspections are performed every three years, and a formal written report from the WDNR will be issued in February and shared with staff and our governing committee.

Well No. 5: Staff will be performing maintenance inside the well house throughout the remainder of the winter. We began our well house rehabilitation program two years ago, and have completed two well houses so far. This work provides an opportunity for operators to learn about each piece of equipment, as they label equipment, valves and lines, review and update operating manuals, and perform equipment maintenance. The ownership of our facilities also helps provide an increase in employee morale and pride from doing the work internally.

Year-End Accounting: Staff completed and closed out all 2016 year-end reporting required by the WDNR and WPSC, and provided all requested documentation during our annual financial audit.

Wastewater Division

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

The wastewater treatment facility processed an average daily flow of 1.036 million gallons with a monthly total of 32.123 million gallons.

2016 Collection System Work: During the 2016 calendar year, the wastewater division completed the following efforts on our sanitary sewer collection system:

- Added 6,354 feet of gravity sewer main. Our collection system now contains a total of 303,506 feet, or 57.5 miles, of gravity main.
- Added 1,647 feet of force main. Our collection system now contains a total of 5,466 feet, or just over one mile, of force main.
- Added 43 manholes, for a system total of 1,328.
- Added one new lift station at Nordic Ridge, for a system total of six.
- Cleaned 58,000 feet of sewer mains, or just under 11 miles.
- Inspected 145 manholes.
- Replaced 11 manholes.
- Replaced 1,512 feet of sanitary sewer main.
- Replaced 28 sewer laterals.
- Televised 25,000 feet of sewer mains, or 4.75 miles.

2017 Sanitary Sewer Projects: We continue to work with our consulting engineers on our 2017 collection system improvement projects.

Capacity, Management, Operation & Maintenance (CMOM) Program: Our CMOM program is in place, and we have been entering in our data from the 2016 calendar year.

Miscellaneous Plant Projects: The plant has been experiencing TWAS pump issues, which staff has addressed by replacing float switches and check balls. Staff has been working to address the freezing of our primary treatment tanks in the cold winter weather. We have upgraded all of the heating thermostats in the administration building with new electronic thermostats, replacing the old pneumatic thermostat system.

Nordic Ridge Lift Station: Testing and inspections of the new lift station is ongoing. Operational training was provided to SU water and wastewater staff. Our engineering consultant, Strand and Associates, has found a few issues with the station that are being addressed, and will need to sign off on the station before we take ownership.

Sewer System Maintenance: Staff continues to work on the sanitary sewer system, performing televising and routine cleaning of the collection system.

Treatment: The treatment plant continues to operate well below our limits. We have been experiencing settling issues in our primary tanks, and I have been working with our local industries to see if they have changed chemicals or processes that may be effecting treatment, however have had no success. We are pulling random samples from the collection system, as well as working with our consulting engineers to assist with dye testing samples, with the goal of finding the cause of the issue.

Energy Services Section of the Planning Division

Cory Neeley

Stoughton Utilities and WPPI Energy Services Representative (ESR)

- We have finished the installation of tunable lighting in four of the five classrooms at the schools. I have received approval to change one additional room at Fox Prairie Elementary, which is being completed with no additional project cost. The project is going well and I have sent out the first round of the surveys to the four teachers that have had lighting for a month.
- I met with B&G Foods to discuss energy projects and the change in wholesale billing. I was able to meet the new plant engineer, who replaces the previous engineer that had left the company in 2016.
- I met with Barry Dean, the new Director of Facilities & Maintenance at Uniroyal. They have a few projects that are being considered for 2017. Barry is taking over for Mark Everson who recently retired.
- I have contacted the following businesses about participating in the New Construction Program: Aldi, Hilton Hotels, NA Fur Auction, and Skaalen Home. Both NA Fur Auction and Skaalen Home will be participating in the program.
- I will be participating in the Sustainable Stoughton Earth Day Expo, scheduled to be held on Saturday, April 22nd at the Chorus Public House on Main Street from 10:00 a.m. to 5:00 p.m.
- I met with Stoughton cable channel WSTO to look at the lighting in their offices located in the Stoughton Public Safety Building. It looks like they could upgrade to LED lighting and save some money, but the payback is longer than Focus on Energy typically incentivizes. If we were able to retrofit the whole building, we could possibly get Focus on Energy to provide an incentive to cover a portion of the costs.
- I have been speaking with numerous residential customers about high bill complaints. These tend to be based on bills from December usage, which was colder than normal.
- We are working with Stoughton Trailers to be a part of their corporate energy team. This team is meeting in March to discuss their system-wide implementation of the recommendations made by the energy team.
- We have put together some information sheets for commercial customers in Stoughton that are interested in trying out TLED lights. I plan to talk about these lights at an upcoming Stoughton Chamber lunch and learn.
- I have been continuing to attempt to meet with Stoughton Hospital to discuss building automation system scheduling. Their BAS Programmer has a limited schedule, so we are struggling making a time work for everyone.
- The first National Theatre for Children Performance was held at Kegonsa Elementary on Friday, January 27th. Performances will be held at each elementary school.

ESR was at Stoughton Utilities on January 3rd, 5th, 10th, 12th, 17th, 19th, 24th, 26th, and 31st.

Safety Services Section of the Planning Division

Andrew Paulson

Stoughton Utilities and Municipal Electric Utilities of Wisconsin Regional Safety Coordinator

ACCOMPLISHMENTS

1. Training

- a. Weekly safety manual review with electric linecrew
- b. Met with new employee

2. Audits/Inspections

- a. Field Inspection – Water – Well 5 painting

- b. Field Inspection – Linecrew – Tree trimming
- c. Utility walkthrough – General inspection
- d. WWTP Walkthrough – General inspection
- e. Well 5 – General inspection
- f. Harnesses

3. Compliance/Risk Management

- a. Personal Protective Equipment written program – Annual review
- b. APPA safety award
- c. OSHA 300A – No incidents in 2016
- d. Reviewed hearing audiograms
- e. Updated confined space entry evaluations

GOALS AND OBJECTIVES

1. Training

- a. Personal Protective Equipment
- b. Hearing conservation

2. Audits/Inspections

- a. Field inspections
- b. Utility walkthrough
- c. WWTP walkthrough
- d. Wells
- e. Water towers
- f. Hearing protection
- g. Double check signs posted where hearing protection is mandatory

3. Compliance/Risk Management

- a. Hearing conservation written program
- b. Noise measurements of equipment
- c. Updated SDSs
- d. SharePoint documentation
- e. MEUW safety award

RSC was at Stoughton Utilities on January 10th, 17th, and 24th.

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



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: February 14, 2017

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

The following items from the January 17, 2017 Regular Stoughton Utilities Committee Meeting were acted upon by the Stoughton Common Council:

Business:

- Appointment of Assistant Utilities Director Brian Hoops as the Alternate Director to the WPPI Energy Board of Directors.

Consent Agenda:

- Stoughton Utilities Payments Due List.
- Stoughton Utilities Committee November 14, 2016 Regular Meeting Minutes.

cc: Brian R. Hoops
Stoughton Utilities Assistant Director



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

Serving Electric, Water & Wastewater Since 1886

Date: February 14, 2017

To: Stoughton Utilities Committee

From: Brian R. Hoops
Stoughton Utilities Assistant Director

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

Subject: Inclusion of City Informational Flyers in the Utility Billing Statements.

This item is included on the agenda to continue the discussion about the initial inquiry into whether city informational flyers could be included in the Utility billing statements that was first discussed at the January 17, 2017 meeting of the Stoughton Utilities Committee.

In a January 23, 2017 email to Ald. Dennis Kittleson, Ryan Kohler, Consumer Analyst at the Wisconsin Public Service Commission (WPSC), wrote (emphasis in original):

*More generally, there is nothing prohibiting the utility from including announcements not explicitly barred with the bills as long as **ratepayers are not charged for any extra expenses** associated with the announcement (e.g., postage, printing, copying, staff time, etc.).*

The information you propose to include (city meetings, brush pick-up reminders) appears beneficial to residents of the city in general, to storm water utility customers, etc., but not specifically to electric and water ratepayers such that the electric and water utility would fund these announcements. I recommend that you develop a policy with your City Council that addresses bill inserts such as this so that ratepayers are not charged for any expenditures for advertising except those conveyed in Wis. Stat. 196.595(2). For instance, the storm water utility might be responsible to fund announcements regarding keeping storm drains free of leaves, or the city might fund announcements regarding upcoming city meetings.

In a follow-up email sent later the same day, Mr. Kohler clarified, writing:

*... “there is nothing prohibiting the utility from including announcements not explicitly barred with the bills as long as **ratepayers are not charged for any extra expenses** associated with the announcement (e.g., postage, printing, copying, staff time, etc.).” In my response, I recommended that you develop a policy with your City Council such that electric and water ratepayers are not charged for any such “expenditures for advertising” that are not related specifically to electric and water utility ratepayers as detailed in Wis. Stat. 196.595(2). For example, in these types of scenarios, the storm water utility or the city may be responsible for funding any extra expenses (e.g., postage, printing, copying, staff time, etc.) related to their inserts.*

Since Mr. Kohler did not address Wisconsin Administrative Code Chapter PSC 113.0410, relating to other material being included on the utility billing statements, Utilities staff followed up to obtain clarification. Mr. Kohler responded in a February 7, 2017 email, stating:

Wisconsin Admin. Code § PSC 113.0410, relating to billing statement inserts, provides, “no offer, advertisement, solicitation, announcement, statement, representation or other material shall be placed on a customer's billing statement unless it meets the criteria of s. 196.595 (2), Stats., or ch. PSC 113.” While the title of this section includes the word “inserts” the actual prohibition specifically applies to material being placed “on a customer’s billing statement.” Thus, the municipal material could not be placed directly on the billing statement itself.

In regards to including municipal information on a separate insert, Wis. Stat. § 196.595(2) provides that a public utility may not charge its ratepayers for any expenditure for advertising unless the advertisement or announcement meets specific criteria (e.g., demonstrating energy conservation methods, provides safety information for energy use, etc.).

Therefore, a municipality may insert a municipal announcement along with the utility billing statement, provided the municipality, not the utility, pays for the expenditure related to the announcement, including but not limited to the costs associated with printing, office supplies, staff time/labor, additional postage, etc. However, this announcement should not be printed on the actual utility bill. The actual billing statement should only include the information as described in the relevant electric or water provisions of the Wis. Admin. Code and that information described in Wis. Stat. 196.595(2) that is beneficial to electric and water ratepayers.

Utilities staff has since provided approximate charges to City Clerk, Lana Kropf, for use in a future discussion at a Community Affairs / Council Policy Committee meeting. Also provided were printing options, and other items to be considered in discussion. These costs and items are as follows:

Base Charges:

- *The insertion fee would be \$68.46 per single-page insert per month.*
- *A small administration fee TBD will be billed to the city to account for utility staff time to coordinate the insert, email notice text, and invoicing to the city.*

Printing Charges:

- *Ideally, the city would have the inserts printed on its own and drop-shipped to our mail processor prior to the 1st of the month of the desired mailing. This eliminates all utility staff time in the process, and reduces the complexity of complying with the PSC administrative code and Wisconsin statute.*
- *If the city were to have us use our printer for the inserts, the cost would be \$690 for single-sided or \$1,380 for double-sided, plus an additional administration fee TBD to account for utility staff time to coordinate the printing. The utility would need to be provided with a finalized PDF of the insert prior to the 20th of the month preceding the desired mailing.*

Other Considerations:

- *The utility already mails between one to three inserts most months. If the city's insert causes our mailing weight to cross the threshold to the next postage rate tier, this increase would be invoiced to the city. The current increase to the next postage rate is \$0.18, so the city would incur \$1,129 in postage charges.*
- *The utility's existing insert schedule is dictated by regulatory requirements and existing seasonal efficiency advertising campaigns planned at the beginning of the year to be coordinated with other marketing efforts, and will not be modified to accommodate the needs of other city departments.*
- *Currently, all utility inserts not provided directly from the Public Service Commission are developed by a professional graphics designer. It would be expected that any city inserts be similarly produced, so as to maintain a professional image to our customers. Design costs (and any stock-photo licensing costs, if applicable) would be the responsibility of the City.*

At this time, it is recommended that the Committee authorize Stoughton Utilities to include non-Utility-related inserts in Stoughton Utilities billing statement mailings, and to direct Utility staff to draft a policy regarding inclusion of such materials, with said policy to include language restricting inserts to Stoughton Utilities and other City of Stoughton Departments, ensuring utility ratepayers are not charged for any expenditures for advertising except those conveyed in Wis. Stat. 196.595(2), establishes a methodology for assessing service charges to recoup any Utility expenses, and establishes professional content and design standards.



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: February 14, 2017
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Proposed Position Description for Utilities Operations Specialist

The proposed Utilities Operations Specialist position description is a replacement for the Utilities Certified Water & Wastewater Operator / Meter Technician position description previously approved by the Committee in April 2015.

The incumbent already possesses the required Wisconsin Department of Natural Resources (WDNR) water and wastewater certifications, and is on schedule to receive his State of Wisconsin Meter Technician certification later this year. Accordingly, the proposed position description is being updated at this time so that the incumbent can be placed into the new job classification once he possess all required certifications. There are funds available for the fiscal impact to be determined.

We are requesting that the Stoughton Utilities Committee approve the proposed updated position description for the Utilities Operations Specialist and recommend its approval to the Stoughton Personnel Committee and the Stoughton Common Council.

Encl.

cc: Amy Jo Gillingham
Stoughton Human Resources and Risk Management Director

Sean O Grady
Stoughton Utilities Operations Superintendent

Brian R. Hoops
Stoughton Utilities Assistant Director

City of Stoughton Position Description

Name: _____ **Department:** Utilities – Planning Division
Title: ~~Certified Water & Wastewater Operator / Meter Technician~~ Operations Specialist **Pay Grade:** _____ **FLSA:** N
Date: ~~April, 2015~~ February, 2017 **Reports To:** Utilities Operations Superintendent

Purpose of Position

The purpose of this position is to maintain, repair, test and read electric and water meters; maintain and operate the wastewater treatment facilities and, sanitary sewer collection system; and maintain and operate the water pumping, storage, and distribution systems for the City of Stoughton. ~~This position requires a Grade 1 Waterworks Operator Certification with subclasses G and D from the Wisconsin Department of Natural Resources (WDNR).~~

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provide safe drinking water conditions, safe wastewater conveyance and discharge, and safe electric enclosures to protect Stoughton Utilities customers.
- Tests single and three-phase electric meters both in the field and in the shop in accordance with Wisconsin Public Service Commission (WPSC) rules. Installs, maintains, and repairs meters, CTs and VTs.
- ~~Tests meters according to Public Service Commission rules. Investigates zero/low meter readings and reports findings.~~
- Tests water meters both in the field and in the shop in accordance with WPSC rules. Installs, maintains, and repairs water meters. ~~Tests meters according to Public Service Commission rules. Investigates zero/low meter readings and reports findings.~~
- Manages the utility's water Cross-Connection Control Program to eliminate existing and prevent future cross-connections, in accordance with Wisconsin Department of Natural Resources rules. Performs household and business inspections, issues corrective orders, and performs follow-up inspections as necessary.
- Assists with utility billing operations by investigating zero/low meter readings for both electric and water, and reports findings.
- Monitors and records data and operations on the water/wastewater SCADA system.
- Monitors and tests water and wastewater quality conditions.
- ~~Coordinates field delinquent collections operations, including Field notifies customers regarding construction and disconnection of service.~~
- ~~Disconnecting utility service electrical power~~ to customers ~~with delinquent accounts~~ as directed.
- Receives and responds to customer inquiries and complaints and recommends and performs corrective action in response to customer inquiries and complaints.
- Repairs and maintains water mains, pumps, valves, curb stops, services, and hydrants. Installs and maintains water and wastewater service connections.
- Performs routine maintenance to pumps, motors, valves, flow meter and other work orders.
- Televises, cleans, and repairs sanitary sewer system.

Water & Wastewater Operator / Meter Technician Operations Specialist

- Operates Utilities Geographic Information Systems (GIS) software; updates asset and property records via computerized systems as required.
- ~~Performs routine maintenance to pumps, motors, valves, flow meter and other work orders.~~
- ~~Televises, cleans, and repairs sanitary sewer system.~~
- ~~Serves~~Participates in emergency on-call status for the wastewater/water operations.
- ~~Monitors and records data and operations on the water/wastewater SCADA system.~~
- ~~Monitors and tests water and wastewater quality conditions.~~
- ~~Assists with wastewater, water and electric operations as required.~~
- Complies with all Stoughton Utilities Safety programs and Wisconsin Department of Natural Resources (DNR) guidelines and regulations.

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

- Maintains ~~grounds at the~~ Stoughton Utilities facilities, including removal of ice and snow from walkways and drives, and general maintenance tasks.
- ~~Performs custodial tasks.~~
- ~~Paints surfaces.~~
- ~~Removes ice and snow from walkways and drives.~~
- Performs other Stoughton Utilities tasks for electric, water, and wastewater operations as directed.
- Performs routine vehicle maintenance.

Minimum Training and Experience Required to Perform Essential Job Functions

- ~~High School diploma or equivalent and required WDNR certification for the Stoughton Water Works and wastewater treatment, plus three to five years plumbing or water utility experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Commercial driver's license with tanker and airbrakes certification.~~ High School diploma or equivalent.
- Four to six years wastewater operator experience, three to five years water operator experience, and three to five years electric metering experience.
- Successful completion of the State of Wisconsin three-year Meter Technician apprenticeship.
- Wisconsin Department of Natural Resources (WDNR) Wastewater Treatment Plant Operator – Advanced certification for the Stoughton Wastewater Treatment facilities.
- Wisconsin Department of Natural Resources (WDNR) Grade 1 Waterworks Operator Certification for the Stoughton Waterworks, with subclasses G and D.
- Ability to maintain the required continuing education credits for the WDNR Wastewater Operator - Advanced and Grade 1 Waterworks certifications.
- Commercial driver's license with tanker and air brake certification required.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure and/or sort data, as well as assemble, copy, records and transcribe data. Ability to classify, compute and tabulate data.
- Ability to explain, demonstrate and clarify to others within well established policies, procedures and standards, as well as the ability to follow specific instructions and respond to simple requests.
- Ability to utilize a variety of advisory data and information such as well readings, meter records, WDNR reports and bulletins, water samples, distribution equipment reports, charts, policy manuals, maintenance records, WDNR rules and regulations, vehicle manuals, equipment manuals, water main diagrams and maps.
- Ability to communicate effectively with Department personnel, customers, contractors, engineers, City employees, law enforcement, and WDNR statistical reports.

Mathematical Ability

- Ability to add, subtract, multiply and divide; calculate percentages, fractions and decimals. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

- Ability to carry out directives without direct supervision.
- Ability to use functional reasoning in performing diversified work activities.
- Ability to exercise judgment, decisiveness, and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

Water & Wastewater Operator / Meter Technician Operations Specialist

Physical Requirements

- Ability to operate equipment and machinery requiring monitoring multiple conditions and making multiple, complex and rapid adjustments, such as backhoe, dump truck, end loaders, sewer jet machine, meter test bench, air hammers, blacktop rollers, compactors, saws, hand tools, generators, portable pumps, chemical pumps, mowers, freezing/thawing machines, voltmeter, locators, jacks, shovels, picks, axes, etc.
- Ability to repair complex equipment and machinery.
- Ability to coordinate eyes, hands, feet, and limbs in performing skilled movements involved in repair of water distribution equipment.
- Ability to exert heavy physical effort in moderate to heavy work, typically involving some combination of climbing, balancing, stooping, kneeling, crouching, crawling, lifting, and carrying, pushing and pulling over 100 pounds.
- Ability to recognize and identify degrees of similarities and differences between characteristics of color, sound, taste, texture, and odor associated with job-related objects, materials, and ingredients.

Environmental Adaptability

- Ability to work under moderately unsafe and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, noise, vibrations, wetness, dusts, disease, machinery, explosives, gas and electrical currents may cause discomfort where there is a risk of injury.

The City of Stoughton is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

**City of Stoughton
Position Description**

Name:		Department:	Utilities – Planning Division
Title:	Operations Specialist	Pay Grade:	FLSA: N
Date:	February, 2017	Reports To:	Utilities Operations Superintendent

Purpose of Position

The purpose of this position is to maintain, repair, test and read electric and water meters; maintain and operate the wastewater treatment facilities and sanitary sewer collection system; and maintain and operate the water pumping, storage, and distribution systems for the City of Stoughton.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provide safe drinking water conditions, safe wastewater conveyance and discharge, and safe electric enclosures to protect Stoughton Utilities customers.
- Tests single and three-phase electric meters both in the field and in the shop in accordance with Wisconsin Public Service Commission (WPSC) rules. Installs, maintains, and repairs meters, CTs and VTs.
- Tests water meters both in the field and in the shop in accordance with WPSC rules. Installs, maintains, and repairs water meters.
- Manages the utility’s water Cross-Connection Control Program to eliminate existing and prevent future cross-connections, in accordance with Wisconsin Department of Natural Resources rules. Performs household and business inspections, issues corrective orders, and performs follow-up inspections as necessary.
- Assists with utility billing operations by investigating zero/low meter readings for both electric and water, and reports findings.
- Monitors and records data and operations on the water/wastewater SCADA system.
- Monitors and tests water and wastewater quality conditions.
- Coordinates field delinquent collections operations, including disconnecting utility service to customers as directed.
- Receives and responds to customer inquiries and complaints and recommends and performs corrective action in response to customer inquiries and complaints.
- Repairs and maintains water mains, pumps, valves, curb stops, services, and hydrants. Installs and maintains water and wastewater service connections.
- Performs routine maintenance to pumps, motors, valves, flow meter and other work orders.
- Televises, cleans, and repairs sanitary sewer system.
- Operates Utilities Geographic Information Systems (GIS) software; updates asset and property records via computerized systems as required.
- Participates in emergency on-call status for the wastewater/water operations.
- Complies with all Stoughton Utilities Safety programs and Wisconsin Department of Natural Resources (DNR) guidelines and regulations.

Operations Specialist

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

- Maintains Stoughton Utilities facilities, including removal of ice and snow from walkways and drives, and general maintenance tasks.
- Performs other Stoughton Utilities tasks for electric, water, and wastewater operations as directed.
- Performs routine vehicle maintenance.

Minimum Training and Experience Required to Perform Essential Job Functions

- High School diploma or equivalent.
- Four to six years wastewater operator experience, three to five years water operator experience, and three to five years electric metering experience.
- Successful completion of the State of Wisconsin three-year Meter Technician apprenticeship.
- Wisconsin Department of Natural Resources (WDNR) Wastewater Treatment Plant Operator – Advanced certification for the Stoughton Wastewater Treatment facilities.
- Wisconsin Department of Natural Resources (WDNR) Grade 1 Waterworks Operator Certification for the Stoughton Waterworks, with subclasses G and D.
- Ability to maintain the required continuing education credits for the WDNR Wastewater Operator - Advanced and Grade 1 Waterworks certifications.
- Commercial driver's license with tanker and air brake certification required.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure and/or sort data, as well as assemble, copy, records and transcribe data. Ability to classify, compute and tabulate data.
- Ability to explain, demonstrate and clarify to others within well established policies, procedures and standards, as well as the ability to follow specific instructions and respond to simple requests.
- Ability to utilize a variety of advisory data and information such as well readings, meter records, WDNR reports and bulletins, water samples, distribution equipment reports, charts, policy manuals, maintenance records, WDNR rules and regulations, vehicle manuals, equipment manuals, water main diagrams and maps.
- Ability to communicate effectively with Department personnel, customers, contractors, engineers, City employees, law enforcement, and WDNR statistical reports.

Mathematical Ability

- Ability to add, subtract, multiply and divide; calculate percentages, fractions and decimals. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

- Ability to carry out directives without direct supervision.
- Ability to use functional reasoning in performing diversified work activities.
- Ability to exercise judgment, decisiveness, and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

Operations Specialist

Physical Requirements

- Ability to operate equipment and machinery requiring monitoring multiple conditions and making multiple, complex and rapid adjustments, such as backhoe, dump truck, end loaders, sewer jet machine, meter test bench, air hammers, blacktop rollers, compactors, saws, hand tools, generators, portable pumps, chemical pumps, mowers, freezing/thawing machines, voltmeter, locators, jacks, shovels, picks, axes, etc.
- Ability to repair complex equipment and machinery.
- Ability to coordinate eyes, hands, feet, and limbs in performing skilled movements involved in repair of water distribution equipment.
- Ability to exert heavy physical effort in moderate to heavy work, typically involving some combination of climbing, balancing, stooping, kneeling, crouching, crawling, lifting, and carrying, pushing and pulling over 100 pounds.
- Ability to recognize and identify degrees of similarities and differences between characteristics of color, sound, taste, texture, and odor associated with job-related objects, materials, and ingredients.

Environmental Adaptability

- Ability to work under moderately unsafe and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, noise, vibrations, wetness, dusts, disease, machinery, explosives, gas and electrical currents may cause discomfort where there is a risk of injury.

The City of Stoughton is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: February 14, 2017

To: Stoughton Utilities Committee

From: Jamin T. Friedl, CPA
Stoughton Utilities Finance Manager

Brian R. Hoops
Stoughton Utilities Assistant Director

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

Subject: Bad Debt Account Write-Offs through December 31, 2016

Staff is requesting that the following Stoughton Utilities customer account balances and invoices totaling \$10,532.18 be written off as uncollectible as of December 31, 2016.

The delinquent balances on the enclosed list remain after collection efforts of at least six months in duration have proven to be unsuccessful. These delinquencies have been determined to be uncollectible, and should be written off as such.

Delinquent customer accounts and their associated balances will remain listed within our bad debt file. If a customer returns to our service territory and has previously incurred a bad debt on their account, we require a deposit to insure payment for future service. In addition, if the write-off did not result from a bankruptcy filing, we will attempt collection of the debt as a condition of new service.

Any listed debt that has been submitted to the Wisconsin Department of Revenue (DOR) for collection through their Tax Refund Intercept Program and/or State Debt Collection Initiatives will remain until the DOR removes the submission.

We are requesting that the Stoughton Utilities Committee approve the Bad Debt Account Write-offs through December 31, 2016, and recommend the Stoughton Common Council approve the write-offs and adopt the accompanying resolution.

Encl.

cc: Carol Cushing
Stoughton Utilities Collections Technician

Shannon R. Gunsolus
Stoughton Utilities Accountant II

City of Stoughton, 381 E Main Street, Stoughton WI 53589

RESOLUTION OF THE UTILITIES COMMITTEE

Authorizing and directing the proper City official(s) to approve the write-off of Stoughton Utilities delinquent account balances and invoices deemed uncollectible as of December 31, 2016.

Committee Action:

Fiscal Impact: \$10,532.18

File Number:

Date Introduced: March 14, 2017

WHEREAS, Stoughton Utilities staff attempted all possible collection efforts, or received notification of discharge of debt from bankruptcy, for customer’s account balances and invoices totaling \$10,532.18, and

WHEREAS, Stoughton Utilities is required to cease collection efforts due to the legal and final discharge of debt, and

WHEREAS, your Stoughton Utilities Committee met on February 20, 2017 to consider this request, approved the request, and recommends approval and the adoption of the corresponding resolution, now therefore

BE IT RESOLVED by the Common Council of the City of Stoughton that the proper city official(s) be hereby directed to write off uncollectible customer account balances and invoices totaling \$10,532.18 and record the amount as a 2016 operating expense.

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

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

Donna Olson, Mayor Date

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

Write Off Customer List

Jan-17

Excel/acctshared/monthend/write offs

Date Issued:	Invoice / Account #:	Description:	Electric:	Stormwater:	Water:	Wastewater:	Total:
10/15/2012	10761	Vehicle accident - Insurance claim	\$ 1,825.60	\$ -	\$ -	\$ -	\$ 1,825.60
2/15/2013	10859	Vehicle accident - Insurance claim	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
6/13/2013	10925	Vehicle accident - Insurance claim	\$ 1,455.50	\$ -	\$ -	\$ -	\$ 1,455.50
11/12/2013	11030	Vehicle accident - Insurance claim	\$ 474.99	\$ -	\$ -	\$ -	\$ 474.99
12/18/2013	9337-16	Uncollectable Customer Balance	\$ 150.30	\$ -	\$ -	\$ -	\$ 150.30
7/14/2014	11355	Vehicle accident - Insurance claim	\$ 1,466.49	\$ -	\$ -	\$ -	\$ 1,466.49
9/23/2014	7410-15	Uncollectable Customer Balance	\$ 68.18	\$ -	\$ -	\$ -	\$ 68.18
1/21/2015	8669-15	Uncollectable Customer Balance	\$ 158.29	\$ -	\$ -	\$ -	\$ 158.29
1/29/2015	11575	Vehicle accident - Insurance claim	\$ 52.00	\$ -	\$ -	\$ -	\$ 52.00
3/24/2015	11613	Vehicle accident - Insurance claim	\$ 1,000.02	\$ -	\$ -	\$ -	\$ 1,000.02
6/16/2015	7528-11	Uncollectable Customer Balance	\$ 318.79	\$ -	\$ -	\$ -	\$ 318.79
7/1/2015	8762-12	Uncollectable Customer Balance	\$ 87.94	\$ -	\$ -	\$ -	\$ 87.94
8/14/2015	11707	Vehicle accident - Insurance claim	\$ 647.43	\$ -	\$ -	\$ -	\$ 647.43
9/14/2015	8725-13	Uncollectable Customer Balance	\$ 172.49	\$ -	\$ -	\$ -	\$ 172.49
9/30/2015	7573-19	Uncollectable Customer Balance	\$ 174.87	\$ -	\$ -	\$ -	\$ 174.87
9/30/2015	11750	Vehicle accident - Insurance claim	\$ 166.80	\$ -	\$ -	\$ -	\$ 166.80
9/30/2015	11751	Vehicle accident - Insurance claim	\$ 44.57	\$ -	\$ -	\$ -	\$ 44.57
11/3/2015	8659-11	Uncollectable Customer Balance	\$ 267.92	\$ -	\$ -	\$ -	\$ 267.92
11/18/2015	11790	Vehicle accident - Insurance claim	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
Total to be Written Off:			\$ 10,532.18	\$ -	\$ -	\$ -	\$ 10,532.18



Stoughton Utilities

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Date: February 14, 2017

To: Stoughton Utilities Committee

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

Subject: American Transmission Company, LLC (ATCLLC) Restructuring Status

The Stoughton Utilities Committee and the Stoughton Common Council approved the retainage of the present ATCLLC traditional footprint structure option at their respective January 20, 2015 and January 27, 2015 meetings. Subsequently, the Stoughton Utilities Committee and the Stoughton Common Council authorized the execution of documents pertaining to the restructuring of the ATCLLC at their respective October 19, 2015 and October 27, 2015 meetings.

At this time, ATCLLC is pursuing further corporate restructuring. Stoughton Utilities is in a consortium of utilities working with Attorney Richard Heinemann of Boardman and Clark to facilitate the process. We are also working with WPPI Energy in this regard.

I anticipate that further local action will be required later this year.

Encl.

cc: Jamin T. Friedl, CPA
Stoughton Utilities Finance Manager

Attorney Richard A. Heinemann
Boardman and Clark LLP

Brian R. Hoops
Stoughton Utilities Assistant Director



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Date: February 14, 2017

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.