



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: Tuesday, January 16, 2018 at 5:00 p.m.
Location: Edmund T. Malinowski Board Room, Stoughton Utilities Administration Office
600 South Fourth Street, Stoughton, Wisconsin
Members: Mayor Donna Olson (Chair), Alderperson Matt Bartlett, Alderperson Michael Engelberger (Vice-Chair), Alderperson Pat O'Connor, Citizen Member Kym Ackerman, Citizen Member David Erdman, Citizen Member John Kallas

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 October 16, 2017 Regular Utilities Committee Meeting
- c. Stoughton Utilities September 2017 Financial Summary
- d. Stoughton Utilities October 2017 Financial Summary
- e. Stoughton Utilities November 2017 Financial Summary
- f. Stoughton Utilities September 2017 Statistical Report
- g. Stoughton Utilities October 2017 Statistical Report
- h. Stoughton Utilities November 2017 Statistical Report
- i. Stoughton Utilities October 2017 Activities Report
- j. Stoughton Utilities November 2017 Activities Report
- k. Stoughton Utilities December 2017 Activities Report
- l. Utilities Committee Annual Calendar
- m. Communications

OLD BUSINESS

1. Status of the Utilities Committee recommendation(s) to the Stoughton Common Council **(Discussion)**
2. Draft Wisconsin Department of Natural Resources (DNR) Wisconsin Pollutant Discharge Elimination System (WPDES) wastewater treatment facility permit **(Discussion)**

NEW BUSINESS

3. Resignation of Utilities Committee Citizen Member Alan Staats **(Discussion)**
4. Stoughton Utilities RoundUp Program **(Action)**
5. Personnel status **(Discussion)**
6. Proposed position description for Utilities Water System Supervisor **(Action)**
7. Staffing plan and needs assessment **(Discussion)**
8. 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

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

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

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

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

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

Date: Friday, November 03, 2017
 Time: 08:52AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

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

Period: - As of: 11/3/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|----------------------|------|------------|--------------|----------------------------------|---|
| Company: 7430 | | | | | |
| 001495 | EP | 10/10/2017 | 38,678.35 | 516 WELLS FARGO BANK | VO for check batch: 307856/VO for check batch: 307856 |
| 001496 | HC | 10/25/2017 | 1,075,298.77 | 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 Svcs/WPPI-Support Svcs/WPPI-Support Svcs/WPPI-Support Svcs/More... |
| 001497 | HC | 10/30/2017 | 3,228.00 | 014 A T C Company - Ach | A T C Company - Oct Ach/A T C Company - Oct Ach |
| 001498 | HC | 10/30/2017 | 223.78 | 856 GORDON FLESCH COMPANY, INC. | Gordon Flesch-Oct Ach/Gordon Flesch-Oct Ach/Gordon Flesch-Oct Ach/Gordon Flesch-Oct Ach/Gordon Flesch-Oct Ach/Gordon Flesch-Oct Ach |
| 001499 | HC | 10/30/2017 | 1,109.44 | 002 Employee Benefits Corp - Ach | EBC-Oct Ach/EBC-Oct Ach/EBC-Oct Ach/EBC-Oct Ach/EBC-Oct Ach/EBC-Oct Ach/EBC-Oct Ach |
| 001500 | HC | 10/30/2017 | 40.72 | 421 FIRST DATA CHARGES | First Data-Oct Ach/First Data-Oct Ach/First Data-Oct Ach/First Data-Oct Ach/First Data-Oct Ach/First Data-Oct Ach |
| 001501 | HC | 10/30/2017 | 459.10 | 007 TDS Metrocom - Ach | TDS Metrocom - Oct Ach/TDS Metrocom - Oct Ach/TDS Metrocom - Oct Ach/TDS Metrocom - Oct Ach/TDS Metrocom - Oct Ach/TDS Metrocom - Oct Ach |
| 001502 | HC | 10/30/2017 | 1,371.41 | 004 Us Cellular - Ach | Us Cellular - Oct Ach/Us Cellular - Oct Ach/Us Cellular - Oct Ach/Us Cellular - Oct Ach/Us Cellular - Oct Ach |
| 001503 | HC | 10/30/2017 | 694.96 | 318 PITNEY-BOWES INC | Pitney Bowes-Oct Ach/Pitney Bowes-Oct Ach/Pitney Bowes-Oct Ach/Pitney Bowes-Oct Ach/Pitney Bowes-Oct Ach |

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Page: 3 of 8
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|-----------|------|------------|-------------|---|---|
| 025199 | CK | 10/5/2017 | 15,219.88 | 691 ASPLUNDH TREE EXPERTS CO., INC. | Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming |
| 025200 | CK | 10/5/2017 | 285.00 | 718 CGC, INC. | CGC-Consulting/CGC-Consulting |
| 025201 | CK | 10/5/2017 | 10.00 | 756 ID-ACCESS | Id Access-Id tags/Id Access-Id tags |
| 025202 | CK | 10/5/2017 | 385.35 | 264 ODYSSEY DESIGN | Odyssey-shirts/Odyssey-shirts/Odyssey-shirts/Odyssey-shirts |
| 025203 | CK | 10/5/2017 | 170.36 | 358 KUNZ GLOVE CO., INC. | Kunz-Gloves/Kunz-Gloves/Kunz-Gloves/Kunz-Gloves |
| 025204 | CK | 10/5/2017 | 43.19 | 400 RESCO | Resco-Supplies/Resco-Supplies |
| 025205 | CK | 10/5/2017 | 15,843.62 | 448 STRAND ASSOCIATES INC. | Strand-2017 Const projects/Strand-2017 Const projects/Strand-Nordic Ridge/Strand-Nordic Ridge/Strand-General eng/Strand-General eng/Strand-Sewer use ordinance/Strand-Sewer use ordinance/Strand-Uniroyal discharge/Strand-Uniroyal discharge/More... |
| 025206 | CK | 10/5/2017 | 8,336.00 | 729 SHC SUGAR HILL CONSULTING, LLC | SHC Sugar Hill-Scada work/SHC Sugar Hill-Scada work |
| 025207 | CK | 10/5/2017 | 781,081.00 | 131 CITY OF STOUGHTON | City Stoton-Pilot/City Stoton-Pilot/City Stoton-Pilot/City Stoton-Pilot/City Stoton-Pilot/City Stoton-Pilot |
| 025208 | CK | 10/5/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Sept Support/WI SCTF-Sept Support |
| 025209 | CK | 10/5/2017 | 6,578.08 | 362 UTILITY SERVICE CO., INC | Utility Svc-Qtr Tower/Utility Svc-Qtr Tower |
| 025210 | CK | 10/5/2017 | 2,977.13 | 781 DUNKIRK WATER POWER CO LLC | Dunkirk-Sept Dunkirk/Dunkirk-Sept Dunkirk |
| 025211 | CK | 10/11/2017 | 1,100.00 | 084 HARVEST FARMS, LLC | Harvest Farms-Phase II Nordic/Harvest Farms-Phase II Nordic |
| 025212 | CK | 10/11/2017 | 1,548.00 | 222 SCHWEITZER ENGINEERING LABORATORIES, INC. | Schweitzer-Transceivers/Schweitzer-Transceivers |

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Page: 4 of 8
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|-----------|------|------------|-------------|--|--|
| 025213 | CK | 10/11/2017 | 21,988.80 | 327 BORDER STATES ELECTRIC SUPPLY | Border States-Skaalen Metering/Border States-Skaalen Metering/Border States-Skaalen Metering/Border States-Skaalen Metering/Border States-Inventory/Border States-Inventory |
| 025214 | CK | 10/11/2017 | 1,583.55 | 350 PAYNE & DOLAN INC | Payne-Sludge/Payne-Sludge/Payne-Sludge/Payne-Sludge |
| 025215 | CK | 10/11/2017 | 4,099.38 | 400 RESCO | Resco-Inventory/Resco-Inventory/Resco-Inventory/Resco-Inventory/Resco-Supplies/Resco-Supplies/Resco-Supplies/Resco-Supplies/Resco-Inventory |
| 025216 | CK | 10/11/2017 | 126,170.42 | 131 CITY OF STOUGHTON | City Stoton-Oct Life Ins/City Stoton-Oct Life Ins/City Stoton-Sept Delta Dental/City Stoton-Sept Delta Dental/City Stoton-Sept Delta Vision/City Stoton-Sept Delta Vision/City Stoton-Sept Delta Vision/City Stoton-Sept Delta Vision/City Stoton-Oct Life Ins/City Stoton-Oct Life Ins+ |
| 025217 | CK | 10/11/2017 | 193.45 | 138 NEW ERA GRAPHICS, INC. | New Era-Ap checks/New Era-Ap checks/New Era-Ap checks/New Era-Ap checks/New Era-Ap checks/New Era-Ap checks |
| 025218 | CK | 10/11/2017 | 337.62 | 166 INKWORKS, INC. | Inkworks-Pub Power week/Inkworks-Pub Power week |
| 025219 | CK | 10/11/2017 | 450.00 | 415 STOUGHTON CHAMBER OF COMMERCE | Stoton chambers/Stoton chambers/Stoton chambers/Stoton chambers/Stoton chambers |
| 025220 | CK | 10/11/2017 | 242.55 | 885 THE O'BRIEN AGENCY, LLC | Obrien-Paper supplies/Obrien-Paper supplies/Obrien-Paper supplies/Obrien-Paper supplies/Obrien-Paper supplies/Obrien-Paper supplies/Obrien-Paper supplies |
| 025221 | CK | 10/18/2017 | 509.00 | 166 INKWORKS, INC. | Inkworks-Inserts/Inkworks-Inserts |
| 025222 | CK | 10/18/2017 | 872.19 | 400 RESCO | Resco-Supplies/Resco-Supplies/Resco-West Sub/Resco-West Sub |
| 025223 | CK | 10/18/2017 | 2,805.58 | 451 INSIGHT FS | Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel |
| 025224 | CK | 10/18/2017 | 11,325.00 | 593 UNITED LIQUID WASTE RECYCLING, INC | United Liquid-Sludge Hauling/United Liquid-Sludge Hauling |

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Page: 5 of 8
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|-----------|------|------------|-------------|--|--|
| 025225 | CK | 10/18/2017 | 7,667.50 | 727 GLS UTILITY LLC | GLS -Sept Locates/GLS -Sept Locates/GLS -Sept Locates/GLS -Sept Locates/GLS -Sept Locates |
| 025226 | CK | 10/18/2017 | 84.43 | 146 STOUGHTON ELECTRIC UTIL. | Stoton Elec-Petty Cash/Stoton Elec-Petty Cash/Stoton Elec-Petty Cash/Stoton Elec-Petty Cash/Stoton Elec-Petty Cash |
| 025227 | CK | 10/18/2017 | 126.06 | 442 DAVID ERDMAN | D Erdman-Reimb/D Erdman-Reimb |
| 025228 | CK | 10/18/2017 | 14.91 | 536 TERA JOHNSON | T Johnson-Construction Ref/T Johnson-Construction Ref |
| 025229 | CK | 10/18/2017 | 2,012.02 | 739 DOUBLE D BUILDERS OF EVANSVILLE, LLC | Double D-Construction Ref/Double D-Construction Ref |
| 025230 | CK | 10/18/2017 | 254.93 | 833 TROYS HEATING & COOLING | Troys-Construction Ref/Troys-Construction Ref |
| 025231 | CK | 10/18/2017 | 19,403.28 | 131 CITY OF STOUGHTON | City Stoton-Oct Retirement/City Stoton-Oct Retirement/City Stoton-Oct Retirement/City Stoton-Oct Retirement/City Stoton-Oct Retirement |
| 025232 | CK | 10/18/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Oct B Support/WI SCTF-Oct B Support |
| 025233 | CK | 10/24/2017 | 78.02 | 040 217 PRAIRIE STREET LLC | 217 Prairie-Customer Refund/217 Prairie-Customer Refund |
| 025234 | CK | 10/24/2017 | 43,794.43 | 131 CITY OF STOUGHTON | City Stoton-Stormwater/City Stoton-Stormwater |
| 025235 | CK | 10/24/2017 | 119.79 | 200 FAITH TECHNOLOGIES | Faith Tech-Const Refund/Faith Tech-Const Refund |
| 025236 | CK | 10/24/2017 | 507.00 | 584 VINING SPARKS IBG, L.P. | Vining Sparks-return overpymt/Vining Sparks-return overpymt/Vining Sparks-Safekeeping/Vining Sparks-Safekeeping |
| 025237 | CK | 10/24/2017 | 99.25 | 241 DANIEL MARSHALL | D Marshall-Customer Refund/D Marshall-Customer Refund |
| 025238 | CK | 10/24/2017 | 440.66 | 324 ELECTRICAL TESTING LAB., LLC. | Elec Test-Glove Tests/Elec Test-Glove Tests |
| 025239 | CK | 10/24/2017 | 61.50 | 791 RICHARD GULLICKSON & PATTY ANDERSON | R Gullickson-Cust Refund/R Gullickson-Cust Refund |

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Page: 6 of 8
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|-----------|------|------------|-------------|---|--|
| 025240 | CK | 10/24/2017 | 445.45 | 851 DIVISION OF ENERGY HOUSING AND COMM. RESOURCE | Div Energy-Customer Refund/Div Energy-Customer Refund/Div of Energy-customer refund/Div of Energy-customer refund |
| 025241 | CK | 10/24/2017 | 37.49 | 886 GORDON GRADY | G Grady-Customer Refund/G Grady-Customer Refund |
| 025242 | CK | 10/25/2017 | 98.74 | 099 KEGONSA SANITARY DISTRICT | Kegonsa-Pump Repair/Kegonsa-Pump Repair |
| 025243 | CK | 10/25/2017 | 1,000.00 | 208 DK DESIGN BUILD, LLC | DK Design-POH contrib/DK Design-POH contrib |
| 025244 | CK | 10/25/2017 | 1,200.00 | 290 MID-WEST TREE & EXCAVATION, INC | Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching |
| 025245 | CK | 10/25/2017 | 738.00 | 400 RESCO | Resco-Supplies/Resco-Supplies/Resco-Supplies/Resco-Supplies |
| 025246 | CK | 10/25/2017 | 694.16 | 405 ROSENBAUM CRUSHING & EXCAV. | Rosenbaum-Repair material/Rosenbaum-Repair material/Rosenbaum-Repair material/Rosenbaum-Repair material/Rosenbaum-Repair material |
| 025247 | CK | 10/25/2017 | 17,771.20 | 691 ASPLUNDH TREE EXPERTS CO., INC. | Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming |
| 025248 | CK | 10/27/2017 | 135.00 | 956 WI DNR | WI DNR-Water Operator/WI DNR-Water Operator/WI DNR-Wastewater operator/WI DNR-Wastewater Operator/WI DNR -Wastewater Operator/WI DNR-Wastewater operator |
| 101539 | CK | 10/5/2017 | 85.68 | 128 BRANDI YUNGEN | B Yungen/B Yungen |
| 101540 | CK | 10/5/2017 | 152.00 | 404 JESSE MOWERY | J Mowery-Class Exp/J Mowery-Class Exp |
| 101541 | CK | 10/5/2017 | 2,600.00 | 463 GREAT-WEST | Great West-Oct A Def Comp/Great West-Oct A Def Comp |
| 101542 | CK | 10/5/2017 | 1,066.74 | 478 JAMIN FRIEDL | J Friedl-Conference/J Friedl-Conference/J Friedl-Conference/J Friedl-Conference/J Friedl-Conference |
| 101543 | CK | 10/5/2017 | 152.00 | 525 TYLER HARDING | T Harding-School Exp/T Harding-School Exp |

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Page: 8 of 8
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|-----------|------|----------------------|--------------|------------------|---|
| 101555 | CK | 10/25/2017 | 5,449.88 | 603 SEERA | Seera-Focus on energy/Seera-Focus on energy |
| | | Company Total | 2,393,597.63 | | |

Date: Tuesday, October 10, 2017

Time: 09:24AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000077'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|--------------------------|---------|------------------------------|-----------|---------------------------|----------|---|------------|--------|--------------|
| Import ID: 009010 | | Import # : 0000000077 | | | | | | | |
| 7430 | 143 | 000000 | 894 | KALAHARI RESORTS | -26.72 | Lodging - Sales tax reimbursement | 09/25/2017 | 1000 | - |
| 7450 | 642 | 000000 | 571 | USA BLUE BOOK | -108.49 | CHLORINE STANDARDS KIT | 09/18/2017 | 8400 | - |
| 7430 | 143 | 000000 | 352 | STAPLS7182931458001001 | -41.97 | GENERAL KITCHEN SUPPLIES - ERRONEOUS BILLING | 09/11/2017 | 3680 | - |
| 7430 | 143 | 000000 | 352 | STAPLS7182931458003001 | -41.97 | GENERAL KITCHEN SUPPLIES - RETURNED | 09/14/2017 | 3680 | - |
| 7460 | 833 | 000000 | 390 | BADGER WATER | 33.80 | WATER FOR WW LAB | 09/01/2017 | 8300 | - |
| 7460 | 833 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 248.00 | WW SAMPLE TESTING | 09/06/2017 | 8300 | - |
| 7460 | 107.14 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 281.00 | STREET DEPT TESTING | 09/08/2017 | 8300 | 170303XX - 1 |
| 7460 | 833 | 000000 | 830 | NCL OF WISCONSIN INC | 466.78 | LAB SUPPLIES | 09/21/2017 | 8300 | - |
| 7450 | 920 | 000000 | 894 | KALAHARI RESORTS | 109.00 | Training expense - Lodging - AWWA Annual Conference | 09/20/2017 | 1000 | - |
| 7430 | 143 | 000000 | 894 | KALAHARI RESORTS | 13.36 | Lodging - Sales tax reimbursement | 09/20/2017 | 1000 | - |
| 7450 | 920 | 000000 | 994 | WISCONSIN AWWA | 235.00 | Training expense - Registration - AWWA Annual Conference | 09/21/2017 | 1000 | - |
| 7450 | 920 | 000000 | 894 | KALAHARI RESORTS | 109.00 | Training expense - Lodging - AWWA Annual Conference | 09/22/2017 | 1000 | - |
| 7430 | 143 | 000000 | 894 | KALAHARI RESORTS | 13.36 | Lodging - Sales tax reimbursement | 09/22/2017 | 1000 | - |
| 7430 | 921 | 000000 | 836 | MSFT E04004CSGV | 30.80 | LICENSING - HOSTED MICROSOFT LYNC - MONTHLY | 09/04/2017 | 5250 | - |
| 7450 | 921 | 000000 | 836 | MSFT E04004CSGV | 11.20 | LICENSING - HOSTED MICROSOFT LYNC - MONTHLY | 09/04/2017 | 5250 | - |
| 7460 | 851 | 000000 | 836 | MSFT E04004CSGV | 14.00 | LICENSING - HOSTED MICROSOFT LYNC - MONTHLY | 09/04/2017 | 5250 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 36.27 | CC Processing - Desktop and Recurring | 09/06/2017 | 5250 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 13.05 | CC Processing - Desktop and Recurring | 09/06/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 17.41 | CC Processing - Desktop and Recurring | 09/06/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 5.82 | CC Processing - Desktop and Recurring | 09/06/2017 | 5250 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 54.92 | CC Processing - MyAccount Online | 09/06/2017 | 5250 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 19.77 | CC Processing - MyAccount Online | 09/06/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 26.36 | CC Processing - MyAccount Online | 09/06/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 8.80 | CC Processing - MyAccount Online | 09/06/2017 | 5250 | - |
| 7430 | 921 | 000000 | 690 | RADIOSHACK DEA00019513 | 192.50 | Replace damaged phone - BHoops | 09/13/2017 | 5250 | - |
| 7450 | 921 | 000000 | 690 | RADIOSHACK DEA00019513 | 70.00 | Replace damaged phone - BHoops | 09/13/2017 | 5250 | - |
| 7460 | 851 | 000000 | 690 | RADIOSHACK DEA00019513 | 87.51 | Replace damaged phone - BHoops | 09/13/2017 | 5250 | - |
| 7430 | 920 | 000000 | 994 | GLACIER CANYON LLC | 125.89 | Training expense - Lodging - WPPI Energy Annual Conference - BHoops | 09/15/2017 | 5250 | - |
| 7430 | 920 | 000000 | 994 | GLACIER CANYON LLC | 125.89 | Training expense - Lodging - WPPI Energy Annual Conference - RKardasz | 09/15/2017 | 5250 | - |
| 7450 | 642 | 000000 | 571 | USA BLUE BOOK | 51.15 | WATER SAMPLING EQUIP | 09/07/2017 | 5275 | - |
| 7450 | 663 | 000000 | 165 | MIDWEST METER - JACKSON | 5,511.53 | CHAMBER REPLACEMENT PROGRAM | 09/08/2017 | 5275 | - |
| 7430 | 597 | 000000 | 785 | MID STATE TECH CLLGE 1 | 322.74 | ELEC METERING SCHOOL | 09/13/2017 | 5275 | - |
| 7430 | 934 | 000000 | 317 | CENEX D M SERV07083686 | 17.60 | PROPANE FOR FORKLIFT | 09/19/2017 | 5275 | - |
| 7450 | 934 | 000000 | 317 | CENEX D M SERV07083686 | 6.40 | PROPANE FOR FORKLIFT | 09/19/2017 | 5275 | - |
| 7460 | 828 | 000000 | 317 | CENEX D M SERV07083686 | 8.00 | PROPANE FOR FORKLIFT | 09/19/2017 | 5275 | - |
| 7450 | 642 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 234.00 | WATER TESTING | 09/22/2017 | 5275 | - |
| 7450 | 642 | 000000 | 571 | USA BLUE BOOK | 108.49 | CHLORINE STANDARDS KIT | 09/15/2017 | 8400 | - |
| 7450 | 642 | 000000 | 571 | USA BLUE BOOK | 108.49 | CHLORINE STANDARDS KIT | 09/15/2017 | 8400 | - |
| 7460 | 831 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 19.58 | CLEVIS FOR A ARMS | 09/06/2017 | 8700 | - |
| 7450 | 624 | 003505 | 148 | FASTENAL COMPANY01 | 35.52 | WELL 5 BOOSTER PUMP REPAIR | 09/06/2017 | 8700 | - |
| 7450 | 675 | 000000 | 436 | STOUGHTON LUMBER CO | 10.00 | YARD RESTORATION | 09/08/2017 | 8700 | - |
| 7450 | 675 | 000000 | 436 | STOUGHTON LUMBER CO | 3.30 | CURB STOP REPAIRS | 09/18/2017 | 8700 | - |

Date: Tuesday, October 10, 2017

Time: 09:24AM

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Select By: {PSSPurchCard.RefNbr} = '0000000077'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|---------|---------|--------|-----------|---------------------------|--------|--|------------|--------|--------|
| 7430 | 932 | 000000 | 148 | FASTENAL COMPANY01 | 12.02 | METAL FABRICATION | 09/18/2017 | 8700 | - |
| 7430 | 932 | 000000 | 436 | STOUGHTON LUMBER CO | 49.95 | PAINTING SUPPLIES | 09/28/2017 | 8700 | - |
| 7450 | 642 | 000000 | 148 | FASTENAL COMPANY01 | 1.38 | VALVE WRENCH REPAIRS | 09/29/2017 | 8700 | - |
| 7450 | 614 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 13.38 | WELL 5 MAINT | 09/13/2017 | 7400 | - |
| 7450 | 675 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 6.23 | CURB STOP REPAIR | 09/13/2017 | 7400 | - |
| 7460 | 833 | 000000 | 626 | 663 STOUGHTON BUMPER TO B | 19.19 | BELT FOR GRIT CONVEYOR | 09/06/2017 | 8710 | - |
| 7460 | 831 | 000000 | 148 | FASTENAL COMPANY01 | 11.44 | PARTS FOR JET VAC | 09/11/2017 | 8710 | - |
| 7460 | 831 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 3.79 | PARTS FOR JET VAC | 09/11/2017 | 8710 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 60.00 | HOLE SAW FOR PRIMARY | 09/14/2017 | 8710 | - |
| 7460 | 834 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 11.98 | PISTON PUMP OIL | 09/28/2017 | 8710 | - |
| 7460 | 827 | 000000 | 148 | FASTENAL COMPANY01 | 9.94 | SHOP SUPPLIES | 09/29/2017 | 8710 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 11.98 | PRIMARY TANK AIRLINE | 09/29/2017 | 8710 | - |
| 7460 | 833 | 000000 | 550 | FIRST SUPPLY WFPG MAD | 135.34 | PIPE BRACKETS/FITTINGS | 09/01/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 34.41 | MISC HARDWARE | 09/04/2017 | 8200 | - |
| 7460 | 850 | 000000 | 994 | WEF REG | 75.00 | WEFTEC CONFERENCE | 09/14/2017 | 8200 | - |
| 7460 | 851 | 000000 | 507 | WAL-MART #1176 | 33.94 | TOILET PAPER | 09/14/2017 | 8200 | - |
| 7460 | 833 | 000000 | 550 | FIRST SUPPLY LLC #2010 | 87.96 | PIPE UNIONS FOR AIRLINE | 09/14/2017 | 8200 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 168.82 | STEEL FITTINGS | 09/20/2017 | 8200 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 62.93 | STEEL FASTENERS/FITTINGS | 09/21/2017 | 8200 | - |
| 7460 | 833 | 000000 | 883 | WIEDENBECK INC | 90.00 | PIPE THREADING | 09/21/2017 | 8200 | - |
| 7460 | 833 | 000000 | 748 | SHERWIN WILLIAMS 703833 | 228.10 | PAINT FOR AERATION PIPES | 09/22/2017 | 8200 | - |
| 7460 | 834 | 000000 | 169 | JEFFERSON FIRE & SAFETY | 140.80 | FIRE EXTINGUISHER TESTING | 09/27/2017 | 8200 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 4.78 | STAINLESS WASHERS | 09/28/2017 | 8200 | - |
| 7430 | 926 | 000000 | 578 | THE SHOE BOX | 120.00 | SAFETY BOOTS | 09/04/2017 | 5400 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0315917020 | 12.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 09/11/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7182931458000001 | 155.39 | GENERAL KITCHEN SUPPLIES | 09/11/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7182931458000001 | 71.76 | GENERAL KITCHEN SUPPLIES | 09/11/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7182931458000001 | 89.72 | GENERAL KITCHEN SUPPLIES | 09/11/2017 | 3680 | - |
| 7430 | 143 | 000000 | 352 | STAPLS7182931458000001 | 41.97 | GENERAL KITCHEN SUPPLIES ERRONEOUS BILLING | 09/11/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7182932254000001 | 182.20 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7182932254000001 | 65.59 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7182932254000001 | 87.45 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7182932254000001 | 29.16 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7430 | 143 | 000000 | 352 | STAPLS7182931458002001 | 41.97 | GENERAL KITCHEN SUPPLIES - ERRONEOUS BILLING | 09/11/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7182932254000002 | 9.07 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7182932254000002 | 3.26 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7182932254000002 | 4.35 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7182932254000002 | 1.47 | GENERAL OFFICE AND MAILING SUPPLIES | 09/11/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0316182232 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 09/18/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7183051879000001 | 41.24 | GENERAL OFFICE AND MAILING SUPPLIES | 09/21/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7183051879000001 | 14.84 | GENERAL OFFICE AND MAILING SUPPLIES | 09/21/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7183051879000001 | 19.79 | GENERAL OFFICE AND MAILING SUPPLIES | 09/21/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7183051879000001 | 6.62 | GENERAL OFFICE AND MAILING SUPPLIES | 09/21/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WTP224580961 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 09/25/2017 | 3680 | - |

Date: Tuesday, October 10, 2017

Time: 09:24AM

User: SGUNSOLUS

Stoughton Utilities

Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000077'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
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| 7450 | 920 | 000000 | 601 | FOSDAL BAKERY LLC | 1.82 | Meeting expense - Utilities Committee | 09/27/2017 | 3680 | - |
| 7460 | 850 | 000000 | 601 | FOSDAL BAKERY LLC | 2.28 | Meeting expense - Utilities Committee | 09/27/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7184017189000001 | 20.65 | GENERAL OFFICE SUPPLIES | 09/28/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7184017189000001 | 7.43 | GENERAL OFFICE SUPPLIES | 09/28/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7184017189000001 | 9.91 | GENERAL OFFICE SUPPLIES | 09/28/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7184017189000001 | 3.32 | GENERAL OFFICE SUPPLIES | 09/28/2017 | 3680 | - |
| 7430 | 593 | 000000 | 894 | RADISSON HOTEL AND CONFER | 246.00 | HOTEL FOR LINE SCHOOL 1/2 STEVE AND 1/2 ANDY | 09/18/2017 | 6910 | - |
| 7430 | 594 | 000000 | 894 | RADISSON HOTEL AND CONFER | 246.00 | HOTEL FOR LINE SCHOOL 1/2 STEVE AND 1/2 ANDY | 09/18/2017 | 6910 | - |
| 7430 | 593 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 11.73 | ASLESON'S TRUE VALUE HDW | 09/26/2017 | 6930 | - |
| 7430 | 934 | 000000 | 172 | TEREX SERVICES | 738.58 | TRUCK #5 REPAIRS | 09/08/2017 | 4000 | - |
| 7430 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 137.50 | ADMIN BLDG CLEANING | 09/12/2017 | 4000 | - |
| 7450 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 50.00 | ADMIN BLDG CLEANING | 09/12/2017 | 4000 | - |
| 7460 | 834 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 62.50 | ADMIN BLDG CLEANING | 09/12/2017 | 4000 | - |
| 7430 | 934 | 000000 | 994 | CAPITAL EQUIPMENT | 69.00 | MONTHLY FORKLIFT MAINT FEE | 09/14/2017 | 4000 | - |
| 7450 | 920 | 000000 | 894 | KALAHARI RESORTS | 109.00 | HOTEL FOR AWWA CONFERENCE | 09/22/2017 | 4000 | - |
| 7450 | 641 | 000000 | 309 | HAWKINS INC | 1,668.84 | CHEMICALS | 09/27/2017 | 4000 | - |
| 7450 | 663 | 000000 | 816 | CORE & MAIN LP | 12,550.00 | CHAMBER REPLACEMENT PROGRAM | 09/29/2017 | 4000 | - |
| 7450 | 346 | 000000 | 165 | MIDWEST METER | 4,956.79 | WATER METERS | 09/29/2017 | 4000 | - |
| 7430 | 593 | 000000 | 994 | KWIK TRIP 77500007757 | 31.45 | GAS FOR LINE SCHOOL | 09/18/2017 | 6940 | - |
| 7430 | 594 | 000000 | 994 | KWIK TRIP 77500007757 | 31.46 | GAS FOR LINE SCHOOL | 09/18/2017 | 6940 | - |
| 7430 | 593 | 000000 | 894 | HAMPTON INN - EAU CLAI | 205.00 | HOTEL FOR LINE SCHOOL | 09/18/2017 | 6940 | - |
| 7430 | 594 | 000000 | 894 | HAMPTON INN - EAU CLAI | 205.00 | HOTEL FOR LINE SCHOOL | 09/18/2017 | 6940 | - |
| 7430 | 933 | 000000 | 994 | KWIK TRIP 73900007393 | 6.10 | KWIK TRIP 73900007393 | 09/21/2017 | 6940 | - |
| 7450 | 232 | 001099 | 492 | HD SUPPLY WATERWORKS 233 | 453.00 | WATER INVENTORY | 09/01/2017 | 4100 | - |
| 7430 | 593 | 000000 | 327 | BORDER STATES ELECTRIC | 29.93 | PART FOR TOOL | 09/01/2017 | 4100 | - |
| 7430 | 583 | 000000 | 355 | STUART C IRBY | 95.00 | WEDGE CLAMP | 09/07/2017 | 4100 | - |
| 7430 | 921 | 000000 | 824 | UPS 1ZD4W91T0310857626 | 23.98 | SHIPPING | 09/08/2017 | 4100 | - |
| 7430 | 932 | 000000 | 786 | NAPA PARTS - SNP 0027410 | 60.64 | GENERAL BLDG SUPPLIES | 09/11/2017 | 4100 | - |
| 7450 | 932 | 000000 | 786 | NAPA PARTS - SNP 0027410 | 22.05 | GENERAL BLDG SUPPLIES | 09/11/2017 | 4100 | - |
| 7460 | 834 | 000000 | 786 | NAPA PARTS - SNP 0027410 | 27.58 | GENERAL BLDG SUPPLIES | 09/11/2017 | 4100 | - |
| 7430 | 926 | 000000 | 507 | WAL-MART #1176 | 49.83 | WORK BOOTS | 09/12/2017 | 4100 | - |
| 7430 | 107.14 | 000000 | 236 | WW GRAINGER | 108.64 | EL SCADA EAST | 09/13/2017 | 4100 | 160200XX - 1 |
| 7430 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 59.95 | DRY ERASE BOARD - LINECREW | 09/14/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 772.80 | ELECTRIC INVENTORY | 09/14/2017 | 4100 | - |
| 7430 | 593 | 000000 | 994 | AMAZON MKTPLACE PMTS | 57.08 | TOOLS | 09/15/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 544.00 | ELECTRIC INVENTORY | 09/15/2017 | 4100 | - |
| 7430 | 583 | 000000 | 355 | STUART C IRBY | 464.50 | MISC | 09/15/2017 | 4100 | - |
| 7430 | 583 | 000000 | 355 | STUART C IRBY | 116.00 | MISC | 09/18/2017 | 4100 | - |
| 7430 | 583 | 000000 | 355 | STUART C IRBY | 9.83 | MISC | 09/20/2017 | 4100 | - |
| 7430 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 0.04 | DRY ERASE BOARD - LINECREW | 09/21/2017 | 4100 | - |
| 7430 | 232 | 001099 | 134 | CRESCENT ELECTRIC 087 | 86.16 | ELECTRIC INVENTORY | 09/21/2017 | 4100 | - |
| 7430 | 107.14 | 000000 | 355 | STUART C IRBY | 450.00 | WEST SUB MATERIALS | 09/26/2017 | 4100 | 160034XX - 1 |
| 7430 | 107.14 | 000000 | 327 | BORDER STATES ELECTRIC | 662.11 | WEST SUB MATERIALS | 09/27/2017 | 4100 | 160034XX - 1 |

Date: Tuesday, October 10, 2017

Time: 09:24AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

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| 7430 | 593 | 000000 | 355 | STUART C IRBY | 288.75 | CONNECTORS | 09/27/2017 | 4100 | - |
| 7430 | 107.14 | 000000 | 521 | WESCO - # 7855 | 1,553.00 | WEST SUB MATERIALS | 09/28/2017 | 4100 | 160034XX - 1 |
| 7430 | 932 | 000000 | 169 | JEFFERSON FIRE & SAFETY | 341.15 | FIRE EXTINGUISHER MAINT | 09/29/2017 | 4100 | - |
| 7450 | 932 | 000000 | 169 | JEFFERSON FIRE & SAFETY | 42.90 | FIRE EXTINGUISHER MAINT | 09/29/2017 | 4100 | - |
| 7430 | 107.14 | 000000 | 355 | STUART C IRBY | 109.00 | WEST SUB MATIERIALS | 09/29/2017 | 4100 | 160034XX - 1 |
| 7430 | 593 | 000000 | 355 | STUART C IRBY | 17.52 | CONNECTORS | 09/29/2017 | 4100 | - |

Total: 38,678.35

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 1 of 6
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|----------------------|------|------------|-------------|--|---|
| Company: 7430 | | | | | |
| 001527 | EP | 12/8/2017 | 20,142.97 | 516 WELLS FARGO BANK | Voucher for Check #002571/Voucher for Check #002570/Voucher for Check #002569/Voucher for Check #002568/Voucher for Check #002567/Voucher for Check #002577/Voucher for Check #002576/Voucher for Check #002575/Voucher for Check #002574/More... |
| 001528 | HC | 11/30/2017 | 862,046.43 | 009 WPPI | lab supplies/WPPI-Renwable energy/WPPI-Buy BackSolar Credit/WPPI-Shared Savings/WPPI-Large Power/WPPI-Support/WPPI-Support/WPPI-Support |
| 001529 | HC | 12/30/2017 | 716.52 | 004 Us Cellular - Ach | Us Cellular - Dec Ach/Us Cellular - Dec Ach/Us Cellular - Dec Ach/Us Cellular - Dec Ach |
| 001530 | HC | 12/30/2017 | 461.62 | 007 TDS Metrocom - Ach | TDS Metrocom - Dec Ach/TDS Metrocom - Dec Ach/TDS Metrocom - Dec Ach/TDS Metrocom - Dec Ach |
| 001531 | HC | 12/30/2017 | 417.43 | 547 Charter Communications-Ach | Charter Comm-Dec Ach/Charter Comm-Dec Ach/Charter Comm-Dec Ach/Charter Comm-Dec Ach |
| 001532 | HC | 12/30/2017 | 2,019.90 | 001 Delta Dental - Ach | Delta Dental - Dec Ach/Delta Dental - Dec Ach/Delta Dental - Dec Ach |
| 001533 | HC | 12/30/2017 | 133.36 | 856 GORDON FLESCH COMPANY, INC. | Gordon Flesch-Dec Ach/Gordon Flesch-Dec Ach/Gordon Flesch-Dec Ach/Gordon Flesch-Dec Ach |
| 001534 | HC | 12/30/2017 | 30.52 | 421 FIRST DATA CHARGES | First Data-Dec Ach/First Data-Dec Ach/First Data-Dec Ach/First Data-Dec Ach |
| 001535 | HC | 12/30/2017 | 1,352.25 | 003 Alliant Energy - Ach | Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach/Alliant Energy - Dec Ach |
| 001536 | HC | 12/30/2017 | 10.00 | 010 WI Dept. of Revenue Taxpayment-Ach | Dept of Rev-Dec Ach |
| 001537 | HC | 12/30/2017 | 1,650.66 | 002 Employee Benefits Corp - Ach | EBC-Dec Ach/EBC-Dec Ach/EBC-Dec Ach/EBC-Dec Ach |
| 001538 | HC | 12/30/2017 | 132.47 | 952 AT&T | AT&T-Dec Ach/AT&T-Dec Ach |

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 2 of 6
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
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| 001539 | HC | 12/30/2017 | 8,550.26 | 020 Wells Fargo Bank-Ach | Client Analysis-Dec Ach/Client Analysis-Dec Ach/Client Analysis-Dec Ach/Client Analysis-Dec Ach |
| 001540 | HC | 12/30/2017 | 45,717.44 | 010 WI Dept. of Revenue Taxpayment-Ach | Dept of Rev-Dec Ach/Dept of Rev-Dec Ach |
| 001541 | HC | 12/30/2017 | 12,285.23 | 008 Payroll State Taxes - Ach | State Taxes-Dec Ach/State Taxes-Dec Ach/State Taxes-Dec Ach |
| 001542 | HC | 12/30/2017 | 44,792.32 | 025 Payroll Federal Taxes- Ach | Federal Taxes-Dec Ach/Federal Taxes-Dec Ach/Federal Taxes-Dec Ach/Federal Taxes-Dec Ach |
| 024578 | VC | 12/5/2017 | -27.05 | 074 JAMES MCMILLIAN | J Mcmillian-Const Refund |
| 025311 | CK | 12/4/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Support |
| 025312 | CK | 12/4/2017 | 4,985.50 | 362 UTILITY SERVICE CO., INC | Utiltily-Tower II |
| 025313 | CK | 12/6/2017 | 27.05 | 074 JAMES MCMILLIAN | J Mcmillian-Const Refund |
| 025314 | VC | 12/21/2017 | 0.00 | 157 FORSTER ELEC. ENG.,INC. | Forster-Application #1/Forster-Application #1 |
| 025315 | CK | 12/6/2017 | 507.50 | 186 STAFFORD ROSENBAUM LLC | Stafford-Legal Services |
| 025316 | CK | 12/6/2017 | 4,236.00 | 400 RESCO | Resco-Supplies/Resco-Inventory |
| 025317 | CK | 12/6/2017 | 7,919.97 | 448 STRAND ASSOCIATES INC. | Strand-Utility Const/Strand-Utility const/Strand-Lateral observations/Strand-Draft Wpdes/Strand-Utility const/Strand-Utility Const |
| 025318 | CK | 12/6/2017 | 3,199.04 | 781 DUNKIRK WATER POWER CO LLC | Dunkirk-Nov Dunkirk |
| 025319 | CK | 12/6/2017 | 260.59 | 084 HARVEST FARMS, LLC | Harvest Farms-Const Refund |
| 025320 | CK | 12/6/2017 | 850.00 | 195 STOUGHTON FOOD PANTRY | Stoton Food-Donation |
| 025321 | CK | 12/6/2017 | 302.31 | 406 PHASE THREE ENERGY, LLC | Phase Three-Construction Ref |
| 025322 | CK | 12/6/2017 | 1,560.00 | 807 KETTLE PARK WEST, LLC. | Kettle Park-Site Credits |
| 025323 | CK | 12/6/2017 | 36.97 | 921 ROBERT MCKNOWN | R McNowan-Customer Refund |

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 3 of 6
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|------------|-------------|--------------------------------------|---|
| 025324 | CK | 12/6/2017 | 1,076.00 | 084 HARVEST FARMS, LLC | Harvest Farms-St Lights Credit/Harvest Farms-Embedded Credits |
| 025325 | CK | 12/6/2017 | 1,000.00 | 131 CITY OF STOUGHTON | City Stoton-Donation |
| 025326 | CK | 12/6/2017 | 98.74 | 146 STOUGHTON ELECTRIC UTIL. | Stoton Elec-Petty Cash/Stoton Elec-Petty Cash/Stoton Elec-Petty Cash/Stoton Elec-Petty Cash |
| 025327 | CK | 12/6/2017 | 1,311.10 | 290 MID-WEST TREE & EXCAVATION, INC | Midwest Tree-Trenching/Midwest Tree-Trenching/Midwest Tree-Trenching |
| 025328 | CK | 12/13/2017 | 1,380.00 | 084 HARVEST FARMS, LLC | Harvest Farms-Emb Credits |
| 025329 | CK | 12/13/2017 | 650.00 | 131 CITY OF STOUGHTON | City Stoton-Bench |
| 025330 | VC | 12/13/2017 | 0.00 | 400 RESCO | Resco-Transruptor/Resco-Transformer/Resco-Transformers/Resco-Supplies/Resco-Transformer/Resco-Supplies/Resco-Supplies/Resco-Metering Supplies/Resco-Transruptor/Resco-Transformer/Resco-Transformers/Resco-Supplies/Resco-Transformer/Resco-Supplies+ |
| 025331 | CK | 12/13/2017 | 1,254.09 | 405 ROSENBAUM CRUSHING & EXCAV. | Rosenbaum-Sand-Dump Fees/Rosenbaum-Sand-Dump Fees/Rosenbaum-Sand-Dump Fees |
| 025332 | CK | 12/13/2017 | 4,197.50 | 727 GLS UTILITY LLC | GLS - Nov Locates/GLS - Nov Locates/GLS - Nov Locates |
| 025333 | CK | 12/13/2017 | 20,859.85 | 209 OPEN SYSTEMS INTERNATIONAL, INC. | Open Systems-Scada Cont |
| 025334 | CK | 12/13/2017 | 1,717.81 | 309 HAWKINS, INC. | Hawkins-Supplies |
| 025335 | CK | 12/13/2017 | 2,109.71 | 451 INSIGHT FS | Insight-Fuel/Insight-Fuel/Insight-Fuel |
| 025336 | CK | 12/13/2017 | 25.00 | 675 WI STATE LABORATORY OF HYGIENE | Wi State Lab-Fluoride Tests |
| 025337 | CK | 12/13/2017 | 2,101.23 | 709 HALVERSONS | Halversons-Customer Ref |
| 025338 | CK | 12/13/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Dec B Support |
| 025339 | CK | 12/13/2017 | 57.00 | 584 VINING SPARKS IBG, L.P. | Vining Sparks-Safekeeping |

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 4 of 6
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
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| 025340 | CK | 12/13/2017 | 11,456.00 | 729 SHC SUGAR HILL CONSULTING, LLC | SHC Sugar Hill-Subs Equip |
| 025342 | ZC | 12/13/2017 | 0.00 | 400 RESCO | Resco-Transformer/Resco-Supplies/Resco-Supplies/Resco-Transruptor/Resco-inventory/Resco-Metering/Resco-supplies/Resco-Metering Supplies/Resco-Transformer/Resco-Transformers/Resco-Supplies/Resco-supplies/Resco-inventory/Resco-Inventory/Resco-Transruptor+ |
| 025343 | CK | 12/13/2017 | 81,981.27 | 327 BORDER STATES ELECTRIC SUPPLY | Border States-Transruptor/Border States-Inventory |
| 025344 | CK | 12/13/2017 | 1,224.02 | 400 RESCO | Resco-Supplies/Resco-Supplies/Resco-Inventory/Resco-Supplies/Resco-Inventory/Resco-Supplies |
| 025345 | CK | 12/19/2017 | 1,500.00 | 804 ROHN PRODUCTS LLC | Rohn-Supplies |
| 025346 | CK | 12/19/2017 | 120.00 | 041 POWER SYSTEM ENGINEERING, INC. | Power Systems-Consulting |
| 025347 | CK | 12/19/2017 | 38.85 | 110 SPRECHER CUSTOM HOMES, INC | Sprecher-Customer Refund |
| 025348 | CK | 12/19/2017 | 12,061.06 | 448 STRAND ASSOCIATES INC. | Strand-17 Utility Const/Strand-General Eng/Strand-18 Utility Const/Strand-18 Utility Const/Strand-General Eng/Strand-17 Utility Const/Strand-General Eng/Strand-General Eng |
| 025349 | CK | 12/19/2017 | 184.50 | 851 DIVISION OF ENERGY HOUSING AND COMM. RESOURCES | Div Energy-Customer Refund/Div Energy-Customer Refund/Div Energy-Customer Refund |
| 025350 | CK | 12/19/2017 | 45.00 | 956 WI DNR | WI DNR-WW operator certif |
| 025351 | CK | 12/19/2017 | 43,459.37 | 131 CITY OF STOUGHTON | City Stoton-Stormwater |
| 025352 | CK | 12/19/2017 | 2,494.00 | 290 MID-WEST TREE & EXCAVATION, INC | Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching |
| 025353 | CK | 12/19/2017 | 2,815.10 | 327 BORDER STATES ELECTRIC SUPPLY | Border States-Inventory/Border States-Supplies |
| 025354 | CK | 12/19/2017 | 505.56 | 364 TYCO INTEGRATED SECURITY LLC | Tyco-Office Security/Tyco-Office Security/Tyco-Office Security |
| 025355 | CK | 12/19/2017 | 16.56 | 589 KELSI KAMMER | K Kammer-Customer Refund |

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 5 of 6
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|------------|-------------|-----------------------------|---|
| 025356 | CK | 12/19/2017 | 500.20 | 642 KIM SHATTUCK | K Shattuck-Customer Refund |
| 025357 | CK | 12/19/2017 | 289,212.37 | 131 CITY OF STOUGHTON | City Stoton-Nov Rent/City Stoton-Nov Rent/City Stoton-Dec Delta Vision/City Stoton-Dec Delta Vision/City Stoton-Dec Delta Vision/City Stoton-Nov Rent/City Stoton-17 Street Project/City Stoton-Nov Life Ins/City Stoton-Nov Rent/More... |
| 025358 | CK | 12/20/2017 | 3,419.00 | 979 EFI INC | EFI-Holiday Lights |
| 025359 | ZC | 12/21/2017 | 0.00 | 157 FORSTER ELEC. ENG.,INC. | Forster-void ck & reissue/Forster-Application #1 |
| 025360 | CK | 12/21/2017 | 332,242.67 | 303 MP SYSTEMS, INC. | MP Systems-Pay Req 1 |
| 025361 | CK | 12/28/2017 | 31,672.26 | 131 CITY OF STOUGHTON | City Stoton-Dec Retirement/City Stoton-Dec Retirement/City Stoton-Dec Retirement |
| 025362 | CK | 12/28/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Support |
| 025363 | CK | 12/28/2017 | 1,277.50 | 186 STAFFORD ROSENBAUM LLC | Stafford-WW Legal services |
| 025364 | CK | 12/28/2017 | 161.84 | 400 RESCO | Resco-Tools |
| 025365 | CK | 12/28/2017 | 221.32 | 448 STRAND ASSOCIATES INC. | Strand-Van Buren St Project/Strand-Van Buren St Project |
| 025366 | CK | 12/28/2017 | 1,480.00 | 768 DAN OAKLAND | D Oakland-Credit Refund |
| 025367 | CK | 12/28/2017 | 4,829.83 | 131 CITY OF STOUGHTON | City Stoton-Nov Rent/City Stoton-Nov Rent/City Stoton-Nov Rent/City Stoton-Drug Tests/City Stoton-Drug Tests/City Stoton-Nov Aflac/City Stoton-Nov Legal Shield/City Stoton-Nov Life Ins/City Stoton-Nov Life Ins |
| 025368 | CK | 12/29/2017 | 485,934.20 | 303 MP SYSTEMS, INC. | MP Systems-Pay Req 2 |
| 101572 | CK | 12/1/2017 | 1,400.00 | 463 GREAT-WEST | Great West-Dec A Def Comp |
| 101573 | CK | 12/1/2017 | 375.00 | 731 NORTH SHORE BANK FSB | N Shore Bank-Dec A Def Comp |
| 101574 | CK | 12/13/2017 | 10,526.15 | 157 FORSTER ELEC. ENG.,INC. | Forster-Hwy 51 roundabout/Forster-Scada services/Forster-Technical Assist |
| 101575 | CK | 12/13/2017 | 4,635.00 | 597 N-DIMENSION SOLUTIONS | N Dimension-Maint. |

Date: Thursday, January 04, 2018
 Time: 10:29AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

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

Period: - As of: 1/4/2018

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|----------------------|------|------------|---------------------|-----------------------------|---|
| 101576 | CK | 12/13/2017 | 208.11 | 809 CINTAS CORPORATION #446 | Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning |
| 101577 | CK | 12/13/2017 | 3,746.62 | 852 INFOSEND, INC | Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing/Infosend-Billing & Mailing |
| 101578 | CK | 12/13/2017 | 870.00 | 463 GREAT-WEST | Great West-Dec B Def Comp |
| 101579 | CK | 12/13/2017 | 83.64 | 478 JAMIN FRIEDL | J Friedl-CPA license |
| 101580 | CK | 12/13/2017 | 1,355.00 | 519 B & H LAWN CARE | B & H - Tower II mowing/B & H - N Sub mowing/B & H - WW mowing/B & H - S Sub mowing/B & H - E sub mowing/B & H - Well 6 mowing/B & H - Admin Mowing/B & H - Well 5 mowing/B & H - Well 4 mowing/B & H - Admin Mowing/B & H - Admin Mowing |
| 101581 | CK | 12/13/2017 | 375.00 | 731 NORTH SHORE BANK FSB | N Shore-Dec B Def Comp |
| 101582 | CK | 12/20/2017 | 5,368.47 | 603 SEERA | Seera-Focus on Energy |
| 101583 | CK | 12/20/2017 | 400.31 | 809 CINTAS CORPORATION #446 | Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning/Cintas-Clothes cleaning |
| 101584 | CK | 12/28/2017 | 1,070.00 | 463 GREAT-WEST | Great West-Dec C Def Comp |
| 101585 | CK | 12/28/2017 | 375.00 | 731 NORTH SHORE BANK FSB | NShore Bank-Dec C Def Comp |
| 101586 | CK | 12/28/2017 | 38.78 | 732 BROOK JOHNSON | B Johnson-Credit Refund |
| Company Total | | | 2,402,365.16 | | |

Date: Friday, December 08, 2017

Time: 09:18AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000079'

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| 7460 | 834 | 000000 | 595 | 1000BULBS.COM | 45.58 | GA LIGHTBULBS | 11/09/2017 | 4100 | - |
| 7450 | 932 | 000000 | 595 | 1000BULBS.COM | 36.46 | GA LIGHTBULBS | 11/09/2017 | 4100 | - |
| 7430 | 932 | 000000 | 595 | 1000BULBS.COM | 100.26 | GA LIGHTBULBS | 11/09/2017 | 4100 | - |
| 7460 | 833 | 000000 | 626 | 663 STOUGHTON BUMPER TO B | 12.79 | DIGESTER BOILER EXHAUST FAN BELT | 11/15/2017 | 8710 | - |
| 7450 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 21.76 | SCADA room monitor cables - EL and WT | 11/15/2017 | 5250 | - |
| 7450 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 26.99 | SCADA room monitor mounts - EL and WT | 11/17/2017 | 5250 | - |
| 7430 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 21.76 | SCADA room monitor cables - EL and WT | 11/15/2017 | 5250 | - |
| 7430 | 921 | 000000 | 994 | AMAZON MKTPLACE PMTS | 26.99 | SCADA room monitor mounts - EL and WT | 11/17/2017 | 5250 | - |
| 7430 | 932 | 000000 | 994 | AMAZON MKTPLACE PMTS | 13.08 | GARAGE DOOR OPENER | 11/17/2017 | 4100 | - |
| 7430 | 921 | 000000 | 422 | AMAZON.COM AMZN.COM/BILL | 352.50 | SCADA room monitors - EL and WT | 11/15/2017 | 5250 | - |
| 7450 | 921 | 000000 | 422 | AMAZON.COM AMZN.COM/BILL | 352.50 | SCADA room monitors - EL and WT | 11/15/2017 | 5250 | - |
| 7460 | 850 | 000000 | 439 | AMER PUBLIC POWER ASSO | -23.76 | Refund - Training expense - Registration - APPA Customer Engagement | 11/17/2017 | 3680 | - |
| 7450 | 920 | 000000 | 439 | AMER PUBLIC POWER ASSO | -17.82 | Refund - Training expense - Registration - APPA Customer Engagement | 11/17/2017 | 3680 | - |
| 7430 | 920 | 000000 | 439 | AMER PUBLIC POWER ASSO | -49.50 | Refund - Training expense - Registration - APPA Customer Engagement | 11/17/2017 | 3680 | - |
| 7430 | 233 | 001099 | 439 | AMER PUBLIC POWER ASSO | -7.92 | Refund - Training expense - Registration - APPA Customer Engagement | 11/17/2017 | 3680 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | -6.99 | MISC SUPPLIES-RETURN | 11/09/2017 | 8200 | - |
| 7460 | 827 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 2.25 | KEYS FOR CASCADE FALLS | 11/30/2017 | 5275 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 74.00 | PRIMARY AIR LINES CUT AND THREAD | 11/10/2017 | 8710 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 18.52 | BOILER TUBE CLEANING SUPPLIES | 11/14/2017 | 8710 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 9.57 | BOILER TUBE CLEANING SUPPLIES | 11/14/2017 | 8710 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 17.98 | SUPPLIES-PRIMARY AIR LINES | 11/03/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 45.89 | MISC SUPPLIES | 11/07/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 5.37 | EYE BOLTS | 11/08/2017 | 8200 | - |
| 7460 | 834 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 32.65 | TOILET SEAT | 11/10/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 5.74 | PIPE FITTINGS | 11/14/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 32.96 | PLUMBING SUPPLIES | 11/15/2017 | 8200 | - |
| 7450 | 663 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 1.78 | KEYS FOR CASCADE FALLS | 11/30/2017 | 5275 | - |
| 7450 | 932 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 16.16 | OUTSIDE LIGHT REPAIR | 11/10/2017 | 8700 | - |
| 7450 | 631 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 7.49 | FUSE FOR WELL #7 | 11/15/2017 | 8700 | - |
| 7450 | 631 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 9.58 | CAULK FOR WELL #5 | 11/21/2017 | 8700 | - |
| 7450 | 933 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 16.99 | OIL FOR CHAINSAW | 11/01/2017 | 7400 | - |
| 7450 | 675 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 3.98 | HARDWARE FOR VALVE TURNER | 11/03/2017 | 7400 | - |
| 7450 | 675 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 3.58 | HARDWARE FOR VALVE TURNER | 11/07/2017 | 7400 | - |
| 7450 | 675 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 3.21 | CURB STOP REPAIR | 11/08/2017 | 7400 | - |
| 7450 | 631 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 34.99 | WELL #7 THERMOSTAT | 11/14/2017 | 7400 | - |
| 7430 | 932 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 16.99 | HAND PUMP | 11/07/2017 | 5200 | - |
| 7430 | 592 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 3.46 | BOLTS FOR SUBSTATION | 11/07/2017 | 5200 | - |
| 7430 | 586 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 4.91 | KEYS FOR CASCADE FALLS | 11/30/2017 | 5275 | - |
| 7430 | 934 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 69.99 | LIFT GREASE FOR BUCKET TRUCKS | 11/10/2017 | 6960 | - |
| 7460 | 833 | 000000 | 390 | BADGER WATER | 33.80 | WATER FOR WW LAB | 11/01/2017 | 8300 | - |
| 7460 | 850 | 000000 | 894 | BANUSHIS BAR & GRILL | 5.35 | Meeting expense | 11/27/2017 | 1000 | - |
| 7450 | 920 | 000000 | 894 | BANUSHIS BAR & GRILL | 4.28 | Meeting expense | 11/27/2017 | 1000 | - |

Date: Friday, December 08, 2017

Time: 09:18AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

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| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|---------|---------|--------|-----------|--------------------------|----------|---|------------|--------|--------------|
| 7430 | 920 | 000000 | 894 | BANUSHIS BAR & GRILL | 11.77 | Meeting expense | 11/27/2017 | 1000 | - |
| 7430 | 370 | 000000 | 327 | BORDER STATES ELECTRIC | 1,281.96 | 4 - 1 PHASE METERS | 11/28/2017 | 5200 | - |
| 7430 | 593 | 000000 | 327 | BORDER STATES ELECTRIC | -185.36 | REFUND | 11/14/2017 | 4100 | - |
| 7430 | 362 | 003300 | 327 | BORDER STATES ELECTRIC | 585.00 | EAST SUBSTATION CT - WPPI SIDE | 11/16/2017 | 4100 | - |
| 7430 | 593 | 000000 | 983 | C M HYDRAULIC TOOL SUPP | 333.90 | TOOL REPAIR | 11/17/2017 | 4100 | - |
| 7430 | 934 | 000000 | 994 | CAPITAL EQUIPMENT | 69.00 | FORKLIFT MAINT. | 11/09/2017 | 4000 | - |
| 7430 | 143 | 000000 | 604 | CDW GOVT #KQC6399 | -18.26 | RMA - LRADA MONITOR CABLES | 11/01/2017 | 5250 | - |
| 7460 | 851 | 000000 | 604 | CDW GOVT #KSZ6464 | 176.18 | LICENSING - ACRONIS ACCESS ADVANCED - ANUAL MAINTENANCE | 11/10/2017 | 5250 | - |
| 7450 | 921 | 000000 | 604 | CDW GOVT #KSZ6464 | 140.94 | Licensing - Acronis Access Advanced - Anual maintenance | 11/10/2017 | 5250 | - |
| 7430 | 921 | 000000 | 604 | CDW GOVT #KSZ6464 | 387.58 | Licensing - Acronis Access Advanced - Anual maintenance | 11/10/2017 | 5250 | - |
| 7430 | 921 | 000000 | 604 | CDW GOVT #KTX4092 | 142.91 | SCADA ROOM MONITORS - EL AND WT | 11/15/2017 | 5250 | - |
| 7450 | 921 | 000000 | 604 | CDW GOVT #KTX4092 | 142.92 | SCADA ROOM MONITORS - EL AND WT | 11/15/2017 | 5250 | - |
| 7430 | 934 | 000000 | 317 | CENEX D M SERV07083686 | 32.00 | PROPANE FOR FORKLIFT | 11/02/2017 | 5275 | - |
| 7430 | 594 | 000000 | 317 | CENEX D M SERV07083686 | 10.55 | PROPANE FOR TORCHES | 11/10/2017 | 5296 | - |
| 7430 | 921 | 000000 | 532 | COLLOBOS SOFTWARE, INC. | 220.00 | Licensing - iPad cloud print server - Annual | 11/07/2017 | 5250 | - |
| 7450 | 921 | 000000 | 532 | COLLOBOS SOFTWARE, INC. | 80.00 | Licensing - iPad cloud print server - Annual | 11/07/2017 | 5250 | - |
| 7460 | 851 | 000000 | 532 | COLLOBOS SOFTWARE, INC. | 100.00 | Licensing - iPad cloud print server - Annual | 11/07/2017 | 5250 | - |
| 7450 | 675 | 000000 | 816 | CORE & MAIN LP 233 | 192.50 | VALVE BOX REPAIR | 11/02/2017 | 7400 | - |
| 7430 | 232 | 001099 | 484 | CREE LIGHTING | 2,450.00 | LED FIXTURES | 11/08/2017 | 4100 | - |
| 7430 | 232 | 001099 | 134 | CRESCENT ELECTRIC 087 | 674.98 | ELECTRIC INVENTORY | 11/07/2017 | 4100 | - |
| 7460 | 833 | 000000 | 862 | EVOQUA WATER TECHNOLOGY | 596.00 | FINAL CLARIFIER SKIMMER PARTS | 11/21/2017 | 8200 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 100.21 | AIR LINE SUPPLIES | 11/03/2017 | 8200 | - |
| 7460 | 827 | 000000 | 148 | FASTENAL COMPANY01 | 9.30 | SAW BLAD/MARKER PAINT | 11/09/2017 | 8200 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 29.39 | PRIMARY AIR PROJECT | 11/17/2017 | 8710 | - |
| 7460 | 827 | 000000 | 148 | FASTENAL COMPANY01 | 50.97 | MISC SUPPLIES | 11/20/2017 | 8710 | - |
| 7450 | 143 | 000000 | 148 | FASTENAL COMPANY01 | 22.10 | ITEM REFUNDED | 11/01/2017 | 5275 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 24.66 | PARTS FOR FINAL CLARIFIER DRAIN VALVE | 11/01/2017 | 8710 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 3.89 | PARTS FOR FINAL CLARIFIER DRAIN VALVE | 11/01/2017 | 8710 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 3.89 | PARTS FOR FINAL CLARIFIER DRAIN VALVE | 11/01/2017 | 8710 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 23.20 | PARTS FOR FINAL CLARIFIER DRAIN VALVE | 11/02/2017 | 8710 | - |
| 7460 | 833 | 000000 | 148 | FASTENAL COMPANY01 | 36.98 | PRIMARY AIR PROJECT | 11/14/2017 | 8710 | - |
| 7450 | 143 | 000000 | 148 | FASTENAL COMPANY01 | -22.10 | ITEM REFUNDED | 11/02/2017 | 5275 | - |
| 7430 | 143 | 000000 | 148 | FASTENAL COMPANY01 | -23.32 | RETURNED TOOLS | 11/01/2017 | 6960 | - |
| 7450 | 677 | 000000 | 148 | FASTENAL COMPANY01 | 22.84 | HYDRANT REPAIR | 11/08/2017 | 7400 | - |
| 7430 | 932 | 000000 | 148 | FASTENAL COMPANY01 | 62.95 | MISCELLANEOUS | 11/13/2017 | 6940 | - |
| 7430 | 143 | 000000 | 148 | FASTENAL COMPANY01 | 23.32 | RETURNED TOOLS | 11/01/2017 | 6960 | - |
| 7460 | 833 | 000000 | 550 | FIRST SUPPLY WFPG MAD | 382.80 | VALVE EXTENSIONS-AERATION | 11/01/2017 | 8200 | - |
| 7430 | 593 | 000000 | 601 | FOSDAL BAKERY LLC | 15.75 | DONUTS FOR SAFETY SCHOOL | 11/09/2017 | 6940 | - |
| 7430 | 594 | 000000 | 601 | FOSDAL BAKERY LLC | 15.75 | DONUTS FOR SAFETY SCHOOL | 11/09/2017 | 6940 | - |
| 7450 | 642 | 000000 | 994 | HURCO TECHNOLOGIES | 37.39 | 4-WAY CABLE HANDLE | 11/02/2017 | 7400 | - |
| 7450 | 107.14 | 000000 | 354 | HYDRO DESIGNS | 1,000.00 | CROSS CONNECTION CONTROL PROGRAM | 11/01/2017 | 4000 | 170901XX - 1 |
| 7430 | 593 | 000000 | 468 | IN MOYER'S LANDSCAPE SER | 732.00 | TREE STUMP REMOVAL | 11/10/2017 | 4100 | - |
| 7450 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 102.00 | ADMIN BLDG CLEANING | 11/22/2017 | 4000 | - |
| 7430 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 280.50 | ADMIN BLDG CLEANING | 11/22/2017 | 4000 | - |

Date: Friday, December 08, 2017

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| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
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| 7460 | 834 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 127.50 | ADMIN BLDG CLEANING | 11/22/2017 | 4000 | - |
| 7460 | 831 | 000000 | 994 | JENSEN EQUIPMENT | 275.00 | EQUIP FOR LATERAL LOCATIONS | 11/10/2017 | 8710 | - |
| 7460 | 850 | 000000 | 894 | JIMMY JOHNS - 1959 | 12.50 | Meeting expense - Operations | 11/28/2017 | 3680 | - |
| 7430 | 920 | 000000 | 894 | JIMMY JOHNS - 1959 | 27.50 | Meeting expense - Operations | 11/28/2017 | 3680 | - |
| 7450 | 920 | 000000 | 894 | JIMMY JOHNS - 1959 | 10.00 | Meeting expense - Operations | 11/28/2017 | 3680 | - |
| 7430 | 934 | 000000 | 994 | KWIK TRIP 73900007393 | 14.77 | FUEL FOR CHAINSAWS/GENERATOR | 11/01/2017 | 6960 | - |
| 7450 | 932 | 000000 | 994 | LIGHTING SUPPLY | 4.17 | GA LIGHTBULBS | 11/08/2017 | 4100 | - |
| 7450 | 932 | 000000 | 994 | LIGHTING SUPPLY | 7.93 | BALLAST FOR ADMIN BLDG | 11/14/2017 | 4100 | - |
| 7460 | 834 | 000000 | 994 | LIGHTING SUPPLY | 5.22 | GA LIGHTBULBS | 11/08/2017 | 4100 | - |
| 7460 | 834 | 000000 | 994 | LIGHTING SUPPLY | 9.92 | BALLAST FOR ADMIN BLDG | 11/14/2017 | 4100 | - |
| 7430 | 932 | 000000 | 994 | LIGHTING SUPPLY | 11.46 | GA LIGHTBULBS | 11/08/2017 | 4100 | - |
| 7430 | 932 | 000000 | 994 | LIGHTING SUPPLY | 21.81 | BALLAST FOR ADMIN BLDG | 11/14/2017 | 4100 | - |
| 7430 | 143 | 000000 | 165 | MIDWEST METER | -726.95 | PAID TWICE - REFUND | 11/10/2017 | 4000 | - |
| 7460 | 851 | 000000 | 836 | MSFT E04004OM3A | 14.00 | LICENSING - HOSTED MICROSOFT LYNC | 11/03/2017 | 5250 | - |
| 7450 | 921 | 000000 | 836 | MSFT E04004OM3A | 11.20 | Licensing - Hosted Microsoft Lync | 11/03/2017 | 5250 | - |
| 7430 | 921 | 000000 | 836 | MSFT E04004OM3A | 30.80 | Licensing - Hosted Microsoft Lync | 11/03/2017 | 5250 | - |
| 7430 | 932 | 000000 | 786 | NAPA PARTS - SNP 0027410 | 136.87 | SHOP MATERIALS | 11/14/2017 | 4100 | - |
| 7430 | 926 | 000000 | 786 | NAPA PARTS - SNP 0027410 | 131.52 | SAFETY LENSES | 11/14/2017 | 4100 | - |
| 7460 | 833 | 000000 | 830 | NCL OF WISCONSIN INC | 2,440.10 | LAB SUPPLIES | 11/10/2017 | 8300 | - |
| 7460 | 833 | 000000 | 830 | NCL OF WISCONSIN INC | 358.20 | LAB SUPPLIES | 11/29/2017 | 8300 | - |
| 7430 | 232 | 001099 | 720 | NEHER ELECTRIC SUPPLY INC | 297.00 | ELECTRIC INVENTORY | 11/10/2017 | 4100 | - |
| 7430 | 232 | 001099 | 720 | NEHER ELECTRIC SUPPLY INC | 179.00 | ELECTRIC INVENTORY | 11/22/2017 | 4100 | - |
| 7450 | 642 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 16.00 | WATER SAMPLE TESTING | 11/17/2017 | 5275 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 20.40 | Credit card processing - online My Account | 11/03/2017 | 5250 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 14.13 | Credit card processing - desktop and recurring | 11/03/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 27.20 | Credit card processing - online My Account | 11/03/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 18.85 | Credit card processing - desktop and recurring | 11/03/2017 | 5250 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 56.67 | Credit card processing - online My Account | 11/03/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 9.08 | Credit card processing - online My Account | 11/03/2017 | 5250 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 39.27 | Credit card processing - desktop and recurring | 11/03/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 6.30 | Credit card processing - desktop and recurring | 11/03/2017 | 5250 | - |
| 7450 | 631 | 000000 | 969 | PAYPAL INDUSTRIALZ | 201.08 | TEMP CONTROL FOR WELL #5 | 11/01/2017 | 4100 | - |
| 7430 | 921 | 000000 | 889 | PITNEY BOWES PI | 262.41 | Postage machine supplies | 11/14/2017 | 3650 | - |
| 7430 | 233 | 001099 | 889 | PITNEY BOWES PI | 42.01 | Postage machine supplies | 11/14/2017 | 3650 | - |
| 7460 | 851 | 000000 | 889 | PITNEY BOWES PI | 125.95 | Postage machine supplies | 11/14/2017 | 3650 | - |
| 7450 | 921 | 000000 | 889 | PITNEY BOWES PI | 94.46 | Postage machine supplies | 11/14/2017 | 3650 | - |
| 7450 | 675 | 000000 | 994 | POLLARDWATER.COM #3326 | 87.45 | TOOLS FOR VALVE BOX | 11/06/2017 | 7400 | - |
| 7430 | 926 | 000000 | 578 | SHOE BOX | 190.00 | SAFETY SHOES | 11/20/2017 | 6940 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7186165985000001 | 20.31 | General office supplies | 11/03/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7186165985000001 | 3.26 | General office supplies | 11/03/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7186165985000001 | 7.31 | General office supplies | 11/03/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7186165985000001 | 9.75 | GENERAL OFFICE SUPPLIES | 11/03/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7186166401000001 | 34.43 | GENERAL KITCHEN SUPPLIES | 11/03/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7186166401000001 | 27.53 | General kitchen supplies | 11/03/2017 | 3680 | - |

Date: Friday, December 08, 2017

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Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000079'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|---------------|---------|--------|-----------|--------------------------|------------------|--|------------|--------|--------------|
| 7430 | 921 | 000000 | 352 | STAPLS7186166401000001 | 75.71 | General kitchen supplies | 11/03/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7186868245000001 | 19.19 | General office supplies | 11/24/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7186868245000001 | 3.08 | General office supplies | 11/24/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7186868245000001 | 6.91 | General office supplies | 11/24/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7186868245000001 | 9.21 | GENERAL OFFICE SUPPLIES | 11/24/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7187137273000001 | 15.00 | GENERAL KITCHEN SUPPLIES | 11/20/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7187137273000001 | 11.99 | General kitchen supplies | 11/20/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7187137273000001 | 32.98 | General kitchen supplies | 11/20/2017 | 3680 | - |
| 7430 | 593 | 000000 | 436 | STOUGHTON LUMBER CO | 32.79 | PARTS FOR POLE KEY | 11/29/2017 | 6960 | - |
| 7430 | 143 | 000000 | 436 | STOUGHTON LUMBER CO | 399.00 | LED holiday lights for exchange - CTC funded - WPPI reimbursed | 11/13/2017 | 3680 | - |
| 7450 | 672 | 000000 | 436 | STOUGHTON LUMBER CO | 1.99 | HOSE BIB INSULATOR-TOWER 3 | 11/15/2017 | 7400 | - |
| 7450 | 631 | 000000 | 436 | STOUGHTON LUMBER CO | 8.46 | WELL #5 LANDSCAPING | 11/08/2017 | 8700 | - |
| 7430 | 107.14 | 000000 | 355 | STUART C IRBY | 13.42 | S AND H ON DEADEND CLAMPS | 11/01/2017 | 4100 | 160034XX - 1 |
| 7430 | 583 | 000000 | 355 | STUART C IRBY | 531.00 | MISC PARTS | 11/02/2017 | 4100 | - |
| 7430 | 593 | 000000 | 355 | STUART C IRBY | 442.50 | DEADEND CLAMPS | 11/28/2017 | 4100 | - |
| 7430 | 594 | 000000 | 355 | STUART C IRBY | 390.00 | PEDESTAL LOCKS | 11/17/2017 | 4100 | - |
| 7460 | 827 | 000000 | 994 | TRACTOR SUPPLY #2236 | 107.98 | WELDING WIRE | 11/06/2017 | 8710 | - |
| 7450 | 642 | 000000 | 824 | UPS 1Z17Y6230396305844 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 11/20/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0314430253 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 11/06/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0321118202 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 11/13/2017 | 3680 | - |
| 7430 | 903 | 000000 | 824 | USPS PO 5679700726 | 1.47 | Customer postage | 11/13/2017 | 3680 | - |
| 7430 | 593 | 000000 | 521 | WESCO - # 7855 | 146.65 | HOTSTICKS | 11/29/2017 | 4100 | - |
| 7450 | 673 | 000000 | 555 | WOLF PAVING CO., INC. | 244.21 | ASPHALT FOR REPAIRS | 11/03/2017 | 8700 | - |
| 7460 | 831 | 000000 | 555 | WOLF PAVING CO., INC. | 244.21 | ASPHALT FOR REPAIRS | 11/03/2017 | 8700 | - |
| 7460 | 851 | 000000 | 994 | WWW.ISTOCK.COM | 15.00 | Stock photography credits for web and mailings | 11/08/2017 | 5250 | - |
| 7450 | 921 | 000000 | 994 | WWW.ISTOCK.COM | 12.00 | Stock photography credits for web and mailings | 11/08/2017 | 5250 | - |
| 7430 | 921 | 000000 | 994 | WWW.ISTOCK.COM | 33.00 | Stock photography credits for web and mailings | 11/08/2017 | 5250 | - |
| 7460 | 833 | 000000 | 632 | ZORN COMPRESSOR & EQUIPM | 858.46 | AIR COMPRESSOR REPAIR | 11/28/2017 | 8200 | - |
| Total: | | | | | 20,142.97 | | | | |

Date: Wednesday, December 06, 2017
 Time: 10:15AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 3 of 9
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 12/6/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|-----------|-------------|---|--|
| 025250 | CK | 11/1/2017 | 38,938.70 | 290 MID-WEST TREE & EXCAVATION, INC | Midwest-Trenching 171107ua/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching 171107ua/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching 171107ua/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching 171107ua/Midwest-Trenching/Midwest-Trenching/Midwest-Trenching 171107ua/Midwest-Trenching+ |
| 025251 | CK | 11/1/2017 | 544.85 | 400 RESCO | Resco-anchors/Resco-Supplies/Resco-anchors/Resco-Supplies/Resco-Supplies/Resco-anchors |
| 025252 | CK | 11/1/2017 | 12,988.80 | 691 ASPLUNDH TREE EXPERTS CO., INC. | Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming/Asplundh-Tree Trimming |
| 025253 | CK | 11/1/2017 | 3,480.80 | 090 SOLENIS LLC | Solenis-Supplies/Solenis-Supplies/Solenis-Supplies |
| 025254 | CK | 11/1/2017 | 7,782.00 | 222 SCHWEITZER ENGINEERING LABORATORIES, INC. | Schweitzer-Controls/Schweitzer-Controls/Schweitzer-Cable/Schweitzer-Controls/Schweitzer-Controls/Schweitzer-Cable/Schweitzer-Controls/Schweitzer-Controls/Schweitzer-Cable |
| 025255 | CK | 11/1/2017 | 420.18 | 324 ELECTRICAL TESTING LAB., LLC. | Elec Test-Glove Tests/Elec Test-Glove Tests/Elec Test-Glove Tests |
| 025256 | CK | 11/1/2017 | 16,429.30 | 539 DEPARTMENT OF ADMINISTRATION | Dept of Admin-Low Income/Dept of Admin-Low Income/Dept of Admin-Low Income |
| 025257 | CK | 11/1/2017 | 1,102.50 | 041 POWER SYSTEM ENGINEERING, INC. | Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs/Power System-Professional Svcs+ |
| 025258 | CK | 11/1/2017 | 460.00 | 084 HARVEST FARMS, LLC | Harvest Farm-Cust Credits/Harvest Farm-Cust Credits/Harvest Farm-Cust Credits |
| 025259 | CK | 11/1/2017 | 100.00 | 392 LED ILLUMINATION SPECIALIST LLC. | LED III-Bulbs/LED III-Bulbs/LED III-Bulbs |

Date: Wednesday, December 06, 2017
 Time: 10:15AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 4 of 9
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 12/6/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|-----------|-------------|------------------------------------|---|
| 025260 | CK | 11/1/2017 | 18,356.71 | 448 STRAND ASSOCIATES INC. | Strand-W Sub Design/Strand-General Eng/Strand-Utility const/Strand-W Sub Design/Strand-Nordic sewer/Strand-Uniroyal/Strand-Ordinance update/Strand-Nordic sewer/Strand-Uniroyal/Strand-Ordinance update/Strand-General Eng/Strand-Utility const/More... |
| 025261 | CK | 11/1/2017 | 10.88 | 945 ASSOCIATED BANK | Assoc Bank-Customer Refund/Assoc Bank-Customer Refund/Assoc Bank-Customer Refund |
| 025262 | CK | 11/1/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Support/WI SCTF-Support/WI SCTF-Support |
| 025263 | CK | 11/7/2017 | 255.00 | 131 CITY OF STOUGHTON | City Stoton-West Sub Permit/City Stoton-West Sub Permit/City Stoton-West Sub Permit |
| 025264 | CK | 11/7/2017 | 90.00 | 956 WI DNR | WI DNR-Wa operator cert/WI DNR-WW operator cert/WI DNR-Wa operator cert/WI DNR-WW operator cert/WI DNR-WW operator cert/WI DNR-Wa operator cert |
| 025265 | CK | 11/7/2017 | 3,575.26 | 400 RESCO | Resco-West Sub material/Resco-Supplies/Resco-West Sub material/Resco-Supplies/Resco-Supplies/Resco-West Sub material |
| 025266 | CK | 11/7/2017 | 50.00 | 675 WI STATE LABORATORY OF HYGIENE | Wi Lab-Fluoride tests/Wi Lab-Fluoride tests/Wi Lab-Fluoride tests |
| 025267 | CK | 11/7/2017 | 19,971.00 | 729 SHC SUGAR HILL CONSULTING, LLC | SHC Sugar Hill-Scada work/SHC Sugar Hill-Scada work/SHC Sugar Hill-Scada work |
| 025268 | CK | 11/7/2017 | 209.17 | 750 PARIS DAVIS | P Davis-Customer Refund/P Davis-Customer Refund/P Davis-Customer Refund |
| 025269 | CK | 11/7/2017 | 3,899.52 | 781 DUNKIRK WATER POWER CO LLC | Dunkirk-Oct Dunkirk Dam/Dunkirk-Oct Dunkirk Dam/Dunkirk-Oct Dunkirk Dam |
| 025270 | CK | 11/7/2017 | 3.80 | 902 SBE PROPERTIES. LLC | SBE Properties-Cust Ref/SBE Properties-Cust Ref/SBE Properties-Cust Ref |
| 025271 | CK | 11/7/2017 | 276.25 | 264 ODYSSEY DESIGN | Odyssey-su clothes/Odyssey-su clothes/Odyssey-su clothes/Odyssey-su clothes/Odyssey-su clothes |

Date: Wednesday, December 06, 2017
 Time: 10:15AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 5 of 9
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 12/6/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|------------|-------------|-----------------------------------|---|
| 025272 | CK | 11/7/2017 | 229.97 | 305 AMY SCHELL | A Schell-Customer Refund/A Schell-Customer Refund/A Schell-Customer Refund |
| 025273 | CK | 11/7/2017 | 12.95 | 324 ELECTRICAL TESTING LAB., LLC. | EI Testing-Glove Tests/EI Testing-Glove Tests/EI Testing-Glove Tests |
| 025274 | CK | 11/7/2017 | 45.31 | 334 VIRGINIA HORN | V Horn-Customer Refund/V Horn-Customer Refund/V Horn-Customer Refund/V Horn-Customer Refund/V Horn-Customer Refund/V Horn-Customer Refund/V Horn-Customer Refund |
| 025275 | CK | 11/7/2017 | 262.42 | 403 TIMOTHY CORNELL | T Cornell-Customer Refund/T Cornell-Customer Refund/T Cornell-Customer Refund |
| 025276 | CK | 11/7/2017 | 17.26 | 913 MYA EVERSON | M Everson-Construction Ref/M Everson-Construction Ref/M Everson-Construction Ref |
| 025277 | CK | 11/14/2017 | 72.31 | 075 BADGER BANK | Badger Bank-Customer Refund/Badger Bank-Customer Refund/Badger Bank-Customer Refund |
| 025278 | CK | 11/14/2017 | 931.38 | 358 KUNZ GLOVE CO., INC. | Kunz-Gloves/Kunz-Gloves/Kunz-Gloves/Kunz-Gloves/Kunz-Gloves/Kunz-Gloves |
| 025279 | CK | 11/14/2017 | 13,324.80 | 400 RESCO | Resco-Supplies/Resco-Supplies/Resco-Supplies/Resco-Inventory/Resco-Inventory/Resco-Transformers/Resco-Supplies/Resco-Supplies/Resco-Inventory/Resco-Supplies/Resco-Supplies/Resco-Inventory/Resco-Inventory/Resco-Transformers/Resco-Supplies/Resco-Supplies+ |
| 025280 | CK | 11/14/2017 | 20.00 | 405 ROSENBAUM CRUSHING & EXCAV. | Rosenbaum-Dump Charges/Rosenbaum-Dump Charges/Rosenbaum-Dump Charges |
| 025281 | CK | 11/14/2017 | 2,752.20 | 451 INSIGHT FS | Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel/Insight-Fuel |
| 025282 | CK | 11/14/2017 | 379.33 | 453 LYLE KOEHLER | L Koehler-Customer Refund/L Koehler-Customer Refund/L Koehler-Customer Refund |
| 025283 | CK | 11/14/2017 | 20.19 | 566 JAMES LAPP | J Lapp-Customer Refund/J Lapp-Customer Refund/J Lapp-Customer Refund |

Date: Wednesday, December 06, 2017
 Time: 10:15AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 6 of 9
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 12/6/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|------------|-------------|--------------------------------------|--|
| 025284 | CK | 11/14/2017 | 108.52 | 939 REN GULLICKSON | R Gullickson-Customer Refund/R Gullickson-Customer Refund/R Gullickson-Customer Refund |
| 025285 | CK | 11/14/2017 | 799.20 | 143 DIGGERS HOTLINE, INC. | Diggers Hotline Oct Locates/Diggers Hotline Oct Locates/Diggers Hotline Oct Locates |
| 025286 | CK | 11/14/2017 | 24,332.49 | 209 OPEN SYSTEMS INTERNATIONAL, INC. | Open Systems-Scada Software/Open Systems-Scada Software/Open Systems-Scada Software |
| 025287 | CK | 11/14/2017 | 970.00 | 232 MIDWEST TESTING LLC | Midwest Testing-Meter Tests/Midwest Testing-Meter Tests/Midwest Testing-Meter Tests |
| 025288 | CK | 11/14/2017 | 8,678.75 | 727 GLS UTILITY LLC | GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates/GLS - October Locates |
| 025289 | CK | 11/14/2017 | 20.00 | 756 ID-ACCESS | Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags/Id Access-Id Tags |
| 025290 | CK | 11/14/2017 | 19,342.90 | 131 CITY OF STOUGHTON | City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement/City Stoton-Nov Retirement |
| 025291 | CK | 11/14/2017 | 176.77 | 133 WISCONSIN SCTF | WI SCTF-Nov B Support/WI SCTF-Nov B Support/WI SCTF-Nov B Support |
| 025292 | CK | 11/14/2017 | 183,330.41 | 131 CITY OF STOUGHTON | City Stoton-17 Street Project/City Stoton-Oct Rent/City Stoton-Mechanical Work/City Stoton-Mechanical Work/City Stoton-17 Street Project/City Stoton-17 Street Project/City Stoton-Oct Rent/City Stoton-Mechanical Work/City Stoton-Mechanical Work/More... |
| 025293 | CK | 11/28/2017 | 1,500.00 | 048 PRAIRIE DU SAC UTILITY | Prairie Du Sac-CTs/Prairie Du Sac-CTs/Prairie Du Sac-CTs |
| 025294 | CK | 11/29/2017 | 179,480.00 | 328 CG POWER SYSTEMS USA INC. | CG Power-West Sub/CG Power-West Sub/CG Power-West Sub |
| 025295 | CK | 11/29/2017 | 599.00 | 431 QUAMS APPLIANCE & TV | Quams-Public Power/Quams-Public Power/Quams-Public Power |

Date: Wednesday, December 06, 2017
 Time: 10:15AM
 User: SGUNSOLUS

Stoughton Utilities
Check Register Summary - Standard

Page: 8 of 9
 Report: 03699W.rpt
 Company: 7430

Period: - As of: 12/6/2017

| Check Nbr | Type | Date | Amount Paid | Vendor ID / Name | Description |
|-----------|------|------------|-------------|-----------------------------------|---|
| 025308 | CK | 11/29/2017 | 1,629.98 | 713 CHIPPEWA VALLEY TECH. COLLEGE | Chippewa-Lineman school/Chippewa-Lineman school/Chippewa-Lineman school/Chippewa-Lineman school/Chippewa-Lineman school |
| 025309 | CK | 11/29/2017 | 3,066.64 | 726 J & R UNDERGROUND | J & R Underground-Aaker rd sub/J & R Underground-Aaker rd sub/J & R Underground-Aaker rd sub |
| 025310 | CK | 11/29/2017 | 125.00 | 847 ROCK RIVER COALITION | Rock River-Renewal/Rock River-Renewal/Rock River-Renewal |
| 101556 | CK | 11/1/2017 | 102.00 | 181 BRIAN HOOPS | B Hoops-Mileage/B Hoops-Mileage/B Hoops-Mileage |
| 101557 | CK | 11/1/2017 | 28.00 | 310 HANSON PEST MANAGEMENT | Hanson Pest-Pest Maint. |
| 101558 | CK | 11/1/2017 | 2,575.00 | 463 GREAT-WEST | Great West-Nov A Def Comp/Great West-Nov A Def Comp/Great West-Nov A Def Comp |
| 101559 | CK | 11/1/2017 | 375.00 | 731 NORTH SHORE BANK FSB | N Shore Bank-Nov A Def Comp/N Shore Bank-Nov A Def Comp/N Shore Bank-Nov A Def Comp |
| 101560 | CK | 11/1/2017 | 618.30 | 809 CINTAS CORPORATION #446 | Cintas-Clothes Cleaning/Cintas-Bldg Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Bldg Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Clothes Cleaning/Cintas-Bldg Cleaning+ |
| 101561 | CK | 11/15/2017 | 28,166.35 | 157 FORSTER ELEC. ENG.,INC. | Forster-West Substation/Forster-Tech Assistance/Forster-Metering/Forster-Roundabouts/Forster-Scada Upgrades/Forster-West Substation/Forster-Tech Assistance/Forster-Metering/Forster-Roundabouts/Forster-Scada Upgrades/Forster-West Substation/More... |
| 101562 | CK | 11/15/2017 | 44.00 | 310 HANSON PEST MANAGEMENT | Hanson Pest-Pest Maint. |
| 101563 | CK | 11/15/2017 | 2,175.00 | 463 GREAT-WEST | Great West-Nov B Def Comp/Great West-Nov B Def Comp/Great West-Nov B Def Comp |
| 101564 | CK | 11/15/2017 | 375.00 | 731 NORTH SHORE BANK FSB | N Shore BK-Nov B Def Comp/N Shore BK-Nov B Def Comp/N Shore BK-Nov B Def Comp |

Date: Friday, November 10, 2017

Time: 08:19AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000078'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|--------------------------|---------|------------------------------|-----------|---------------------------|----------|--|------------|--------|--------------|
| Import ID: 009010 | | Import # : 0000000078 | | | | | | | |
| 7430 | 143 | 000000 | 571 | USA BLUE BOOK | -184.70 | CORRECTED ERROR BY VENDOR | 10/24/2017 | 7400 | - |
| 7430 | 143 | 000000 | 652 | MENARDS E-COMMERCE | -103.13 | REFUND - SALES TAX | 10/26/2017 | 3670 | - |
| 7460 | 833 | 000000 | 390 | BADGER WATER | 67.60 | WATER FOR WW LAB | 10/02/2017 | 8300 | - |
| 7460 | 827 | 000000 | 994 | U.S. PLASTIC CORPORATION | 138.46 | SAMPLER HOSE | 10/12/2017 | 8300 | - |
| 7460 | 833 | 000000 | 937 | SPEE-DEE DELIVERY | 20.48 | SHIPPING FOR SAMPLES | 10/16/2017 | 8300 | - |
| 7460 | 107.14 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 843.00 | STREET DEPT TESTING | 10/20/2017 | 8300 | 170303XX - 1 |
| 7460 | 833 | 000000 | 974 | NORTHERN LAKE SERVICE, IN | 287.00 | WW SAMPLE TESTING | 10/30/2017 | 8300 | - |
| 7430 | 143 | 000000 | 601 | FOSDAL BAKERY LLC | 29.50 | Supplies for Public Power Customer Appreciation Day | 10/09/2017 | 3550 | - |
| 7430 | 143 | 000000 | 601 | FOSDAL BAKERY LLC | 32.40 | Supplies for Public Power Customer Appreciation Day | 10/09/2017 | 3550 | - |
| 7430 | 586 | 000000 | 259 | ITRON INC | 1,190.99 | Quarterly hardware and software maintenance and support - Itron metering | 10/16/2017 | 3650 | - |
| 7450 | 663 | 000000 | 259 | ITRON INC | 433.08 | Quarterly hardware and software maintenance and support - Itron metering | 10/16/2017 | 3650 | - |
| 7460 | 851 | 000000 | 259 | ITRON INC | 541.37 | Quarterly hardware and software maintenance and support - Itron metering | 10/16/2017 | 3650 | - |
| 7430 | 903 | 000000 | 954 | VOICESHOT LLC | 60.00 | Funds for automated outbound calling | 10/25/2017 | 3650 | - |
| 7450 | 903 | 000000 | 954 | VOICESHOT LLC | 21.60 | Funds for automated outbound calling | 10/25/2017 | 3650 | - |
| 7460 | 840 | 000000 | 954 | VOICESHOT LLC | 28.80 | Funds for automated outbound calling | 10/25/2017 | 3650 | - |
| 7430 | 233 | 001099 | 954 | VOICESHOT LLC | 9.60 | Funds for automated outbound calling | 10/25/2017 | 3650 | - |
| 7430 | 920 | 000000 | 601 | FOSDAL BAKERY LLC | 4.40 | Meeting expense - Leadership Team | 10/13/2017 | 1000 | - |
| 7450 | 920 | 000000 | 601 | FOSDAL BAKERY LLC | 1.60 | Meeting expense - Leadership Team | 10/13/2017 | 1000 | - |
| 7460 | 850 | 000000 | 601 | FOSDAL BAKERY LLC | 2.00 | Meeting expense - Leadership Team | 10/13/2017 | 1000 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 55.37 | CC processing - Online MyAccount | 10/03/2017 | 5250 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 19.93 | CC processing - Online MyAccount | 10/03/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 26.58 | CC processing - Online MyAccount | 10/03/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 8.87 | CC processing - Online MyAccount | 10/03/2017 | 5250 | - |
| 7430 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 36.92 | CC processing - Desktop and recurring | 10/03/2017 | 5250 | - |
| 7450 | 903 | 000000 | 419 | PAYFLOW/PAYPAL | 13.31 | CC processing - Desktop and recurring | 10/03/2017 | 5250 | - |
| 7460 | 840 | 000000 | 419 | PAYFLOW/PAYPAL | 17.72 | CC processing - Desktop and recurring | 10/03/2017 | 5250 | - |
| 7430 | 233 | 001099 | 419 | PAYFLOW/PAYPAL | 5.90 | CC processing - Desktop and recurring | 10/03/2017 | 5250 | - |
| 7430 | 921 | 000000 | 836 | MSFT E04004IYM5 | 30.80 | SOFTWARE LICENSING - HOSTED MS LYNC - MONTHLY | 10/03/2017 | 5250 | - |
| 7450 | 921 | 000000 | 836 | MSFT E04004IYM5 | 11.20 | SOFTWARE LICENSING - HOSTED MS LYNC - MONTHLY | 10/03/2017 | 5250 | - |
| 7460 | 851 | 000000 | 836 | MSFT E04004IYM5 | 14.00 | SOFTWARE LICENSING - HOSTED MS LYNC - MONTHLY | 10/03/2017 | 5250 | - |
| 7430 | 921 | 000000 | 604 | CDW GOVT #KNP5874 | 151.29 | MONITOR REPLACEMENT - GIS ANALYST | 10/23/2017 | 5250 | - |
| 7450 | 921 | 000000 | 604 | CDW GOVT #KNP5874 | 55.02 | MONITOR REPLACEMENT - GIS ANALYST | 10/23/2017 | 5250 | - |
| 7460 | 851 | 000000 | 604 | CDW GOVT #KNP5874 | 68.77 | MONITOR REPLACEMENT - GIS ANALYST | 10/23/2017 | 5250 | - |
| 7430 | 143 | 000000 | 604 | CDW GOVT #KNP5874 | 18.26 | REFUND FOR RMA - CABLES | 10/23/2017 | 5250 | - |
| 7430 | 921 | 000000 | 604 | CDW GOVT #KPS2150 | 134.82 | UPS REPLACEMENTS - NORTH AND EAST SUBSTATIONS | 10/26/2017 | 5250 | - |
| 7430 | 921 | 000000 | 604 | CDW GOVT #KQL6963 | 327.86 | SOFTWARE LICENSING - ADOBE ACROBAT X3 | 10/31/2017 | 5250 | - |
| 7450 | 921 | 000000 | 604 | CDW GOVT #KQL6963 | 119.22 | SOFTWARE LICENSING - ADOBE ACROBAT X3 | 10/31/2017 | 5250 | - |
| 7460 | 851 | 000000 | 604 | CDW GOVT #KQL6963 | 149.04 | SOFTWARE LICENSING - ADOBE ACROBAT X3 | 10/31/2017 | 5250 | - |
| 7450 | 346 | 000000 | 165 | MIDWEST METER - JACKSON | 726.95 | 2 INCH WATER METER | 10/09/2017 | 5275 | - |
| 7430 | 933 | 000000 | 317 | CENEX D M SERV07083686 | 32.00 | FUEL FOR FORKLIFT | 10/17/2017 | 5275 | - |
| 7430 | 597 | 000000 | 785 | MID STATE TECH CLLGE 1 | 282.74 | ELEC METERING SCHOOL | 10/18/2017 | 5275 | - |
| 7450 | 676 | 000000 | 816 | CORE & MAIN LP 233 | 2,250.00 | METER CHAMBER MAINT. | 10/31/2017 | 5275 | - |

Date: Friday, November 10, 2017

Time: 08:19AM

User: SGUNSOLUS

Stoughton Utilities Posting Preview Report

Select By: {PSSPurchCard.RefNbr} = '0000000078'

| Company | Account | Sub | Vendor ID | Merchant | Amount | Description | Post Date | Emp ID | Projec |
|---------|---------|--------|-----------|---------------------------|----------|--|------------|--------|--------|
| 7450 | 642 | 000000 | 571 | USA BLUE BOOK | 76.16 | Water testing supplies | 10/06/2017 | 8400 | - |
| 7460 | 850 | 000000 | 894 | 5GUYS 0636 QSR | 10.00 | LUNCH FROM WWOA CONFERENCE | 10/23/2017 | 8400 | - |
| 7430 | 143 | 000000 | 894 | 5GUYS 0636 QSR | 5.47 | LUNCH FROM WWOA CONFERENCE | 10/23/2017 | 8400 | - |
| 7450 | 676 | 000000 | 436 | STOUGHTON LUMBER CO | 35.98 | PART FOR BULK WATER METER | 10/02/2017 | 8700 | - |
| 7430 | 595 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 6.08 | XFR PAINTING SUPPLIES | 10/05/2017 | 8700 | - |
| 7450 | 631 | 000000 | 148 | FASTENAL COMPANY01 | 3.06 | WELL PAINTING SUPPLIES | 10/12/2017 | 8700 | - |
| 7430 | 595 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 39.57 | XFR PAINTING SUPPLIES | 10/13/2017 | 8700 | - |
| 7430 | 595 | 000000 | 507 | WAL-MART #1176 | 28.27 | XFR PAINTING SUPPLIES | 10/18/2017 | 8700 | - |
| 7430 | 595 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 55.98 | XFR PAINTING SUPPLIES | 10/18/2017 | 8700 | - |
| 7430 | 595 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 55.77 | XFR PAINTING SUPPLIES | 10/26/2017 | 8700 | - |
| 7450 | 631 | 000000 | 436 | STOUGHTON LUMBER CO | 96.99 | TUCK PAINTING/LANDSCAPING AT WELL 5 | 10/27/2017 | 8700 | - |
| 7430 | 933 | 000000 | 894 | KWIK TRIP 48600004861 | 22.97 | TRAINING EXPENSE - FUEL - MUGG CONFERENCE | 10/02/2017 | 4300 | - |
| 7450 | 933 | 000000 | 894 | KWIK TRIP 48600004861 | 8.35 | TRAINING EXPENSE - FUEL - MUGG CONFERENCE | 10/02/2017 | 4300 | - |
| 7460 | 828 | 000000 | 894 | KWIK TRIP 48600004861 | 10.46 | TRAINING EXPENSE - FUEL - MUGG CONFERENCE | 10/02/2017 | 4300 | - |
| 7450 | 675 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 20.48 | CURB STOP REPAIRS | 10/03/2017 | 7400 | - |
| 7450 | 642 | 000000 | 818 | LINCOLN CONTRACTOR | 94.28 | MISC TOOLS FOR WATER DEPT | 10/06/2017 | 7400 | - |
| 7450 | 631 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 6.28 | WELL BLDG CLEANING SUPPLIES | 10/12/2017 | 7400 | - |
| 7450 | 673 | 000000 | 571 | USA BLUE BOOK | 184.70 | VALVES | 10/20/2017 | 7400 | - |
| 7430 | 143 | 000000 | 571 | USA BLUE BOOK | 184.70 | ERROR BY VENDOR | 10/20/2017 | 7400 | - |
| 7450 | 673 | 000000 | 148 | FASTENAL COMPANY01 | 61.44 | PARTS FOR VALVE REPAIR | 10/27/2017 | 7400 | - |
| 7460 | 834 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 36.97 | PAINT THINNER AND RAGS | 10/10/2017 | 8710 | - |
| 7460 | 834 | 000000 | 148 | FASTENAL COMPANY01 | 15.64 | PIPE SEALANT | 10/10/2017 | 8710 | - |
| 7460 | 834 | 000000 | 626 | 663 STOUGHTON BUMPER TO B | 16.59 | SCREEN ROOM EXHAUST FAN | 10/16/2017 | 8710 | - |
| 7460 | 834 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 8.28 | PAINT SUPPLIES | 10/19/2017 | 8710 | - |
| 7460 | 833 | 000000 | 207 | LW ALLEN | 2,855.05 | REPAIR RECYCLE PUMP | 10/03/2017 | 8200 | - |
| 7460 | 831 | 000000 | 436 | STOUGHTON LUMBER CO | 4.58 | JET VAC PARTS | 10/04/2017 | 8200 | - |
| 7460 | 850 | 000000 | 994 | SAVOR-MCCORMICK PLACE | 13.40 | WEFTEC CONFERENCE LUNCH | 10/05/2017 | 8200 | - |
| 7460 | 833 | 000000 | 795 | EMS INDUSTRIAL, INC. | 1,265.00 | MOTOR REPLACEMENT | 10/05/2017 | 8200 | - |
| 7460 | 833 | 000000 | 883 | WIEDENBECK INC | 30.00 | 2 INCH STAINLESS PIPE | 10/06/2017 | 8200 | - |
| 7460 | 851 | 000000 | 270 | MADISON NEWSPAPERS | 130.00 | WI STATE JOURNAL RENEWAL | 10/11/2017 | 8200 | - |
| 7460 | 852 | 000000 | 229 | SAFETY FIRST | 95.00 | GAS MONITOR CALIBRATION | 10/23/2017 | 8200 | - |
| 7460 | 850 | 000000 | 894 | 5GUYS 0636 QSR | 10.00 | WWOA CONFERENCE LUNCH | 10/23/2017 | 8200 | - |
| 7460 | 143 | 000000 | 894 | 5GUYS 0636 QSR | 4.21 | WWOA CONFERENCE LUNCH | 10/23/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 14.23 | PLUMBING SUPPLIES/FITTINGS | 10/24/2017 | 8200 | - |
| 7460 | 833 | 000000 | 550 | FIRST SUPPLY WFPG MAD | 53.83 | PVC FITTINGS | 10/25/2017 | 8200 | - |
| 7460 | 850 | 000000 | 894 | GRAND GENEVA RESORT & SPA | 161.67 | HOTEL FOR 18 WWOA CONFERENCE | 10/25/2017 | 8200 | - |
| 7460 | 850 | 000000 | 894 | GRAND GENEVA RESORT & SPA | 161.67 | HOTEL FOR 18 WWOA CONFERENCE | 10/25/2017 | 8200 | - |
| 7460 | 850 | 000000 | 894 | GRAND GENEVA RESORT & SPA | 161.67 | HOTEL FOR 18 WWOA CONFERENCE | 10/25/2017 | 8200 | - |
| 7460 | 833 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 61.27 | PLUMBING SUPPLIES/PIPE | 10/25/2017 | 8200 | - |
| 7460 | 337 | 000000 | 862 | EVOQUA WATER TECHNOLOGY | 3,568.00 | 4 INCH FLAME TRAP ASSEMBLY | 10/30/2017 | 8200 | - |
| 7460 | 337 | 000000 | 862 | EVOQUA WATER TECHNOLOGY | 5,700.00 | 4 INCH FLAME TRAP ASSEMBLY | 10/30/2017 | 8200 | - |
| 7460 | 337 | 000000 | 862 | EVOQUA WATER TECHNOLOGY | 1,585.00 | BREECH ASSEMBLY | 10/30/2017 | 8200 | - |
| 7450 | 626 | 000000 | 229 | SAFETY FIRST | 95.00 | GAS MONITOR CALIBRATION | 10/30/2017 | 8200 | - |
| 7430 | 920 | 000000 | 894 | BADGERLAND BAR AND GRILL | 10.00 | TRAINING EXPENSE - MEALS - COLLECTIONS LAW SEMINAR | 10/09/2017 | 3670 | - |

Date: Friday, November 10, 2017

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| 7430 | 143 | 000000 | 894 | BADGERLAND BAR AND GRILL | 8.66 | TRAINING EXPENSE - MEALS - COLLECTIONS LAW SEMINAR - EMPLOYE | 10/09/2017 | 3670 | - |
| 7430 | 143 | 000000 | 652 | MENARDS E-COMMERCE | 1,875.09 | CTC FUNDING - HOLIDAY LIGHT TIMERS | 10/23/2017 | 3670 | - |
| 7430 | 143 | 000000 | 652 | MENARDS E-COMMERCE | 103.13 | REFUND - SALES TAX | 10/23/2017 | 3670 | - |
| 7460 | 850 | 000000 | 445 | TLF STOUGHTON FLORAL | 66.45 | Flowers - Engineering consultant funeral | 10/02/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WTP207398647 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 10/02/2017 | 3680 | - |
| 7430 | 143 | 000000 | 507 | WAL-MART #1176 | 40.81 | Supplies for Public Power Customer Appreciation Day | 10/02/2017 | 3680 | - |
| 7430 | 143 | 000000 | 507 | WAL-MART #1176 | 32.63 | Supplies for Public Power Customer Appreciation Day | 10/04/2017 | 3680 | - |
| 7430 | 143 | 000000 | 507 | WAL-MART #1176 | 4.60 | Supplies for Public Power Customer Appreciation Day | 10/05/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0329156577 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 10/09/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7184730028000002 | 37.98 | GENERAL OFFICE SUPPLIES | 10/11/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7184730028000002 | 13.67 | GENERAL OFFICE SUPPLIES | 10/11/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7184730028000002 | 18.23 | GENERAL OFFICE SUPPLIES | 10/11/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7184730028000002 | 6.08 | GENERAL OFFICE SUPPLIES | 10/11/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0337341986 | 9.40 | SHIPPING OF WATER SAMPLES | 10/16/2017 | 3680 | - |
| 7430 | 920 | 000000 | 601 | FOSDAL BAKERY LLC | 4.86 | Meeting expense - Utilities Committee | 10/18/2017 | 3680 | - |
| 7450 | 920 | 000000 | 601 | FOSDAL BAKERY LLC | 1.77 | Meeting expense - Utilities Committee | 10/18/2017 | 3680 | - |
| 7460 | 850 | 000000 | 601 | FOSDAL BAKERY LLC | 2.22 | Meeting expense - Utilities Committee | 10/18/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7184730028000001 | 3.35 | GENERAL OFFICE SUPPLIES | 10/19/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7184730028000001 | 1.20 | GENERAL OFFICE SUPPLIES | 10/19/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7184730028000001 | 1.62 | GENERAL OFFICE SUPPLIES | 10/19/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7184730028000001 | 0.53 | GENERAL OFFICE SUPPLIES | 10/19/2017 | 3680 | - |
| 7450 | 642 | 000000 | 824 | UPS 1ZG194WT0338901191 | 9.40 | SHIPPING OF WATER SAMPLES FOR TESTING | 10/20/2017 | 3680 | - |
| 7430 | 920 | 000000 | 439 | AMER PUBLIC POWER ASSO | 49.50 | Training expense - Registration - APPA Customer Engagement | 10/23/2017 | 3680 | - |
| 7450 | 920 | 000000 | 439 | AMER PUBLIC POWER ASSO | 17.82 | Training expense - Registration - APPA Customer Engagement | 10/23/2017 | 3680 | - |
| 7460 | 850 | 000000 | 439 | AMER PUBLIC POWER ASSO | 23.76 | Training expense - Registration - APPA Customer Engagement | 10/23/2017 | 3680 | - |
| 7430 | 233 | 001099 | 439 | AMER PUBLIC POWER ASSO | 7.92 | Training expense - Registration - APPA Customer Engagement | 10/23/2017 | 3680 | - |
| 7430 | 921 | 000000 | 352 | STAPLS7185435894000001 | 62.75 | GENERAL OFFICE SUPPLIES | 10/23/2017 | 3680 | - |
| 7450 | 921 | 000000 | 352 | STAPLS7185435894000001 | 22.59 | GENERAL OFFICE SUPPLIES | 10/23/2017 | 3680 | - |
| 7460 | 851 | 000000 | 352 | STAPLS7185435894000001 | 30.12 | GENERAL OFFICE SUPPLIES | 10/23/2017 | 3680 | - |
| 7430 | 233 | 001099 | 352 | STAPLS7185435894000001 | 10.05 | GENERAL OFFICE SUPPLIES | 10/23/2017 | 3680 | - |
| 7450 | 920 | 000000 | 445 | TLF STOUGHTON FLORAL | 52.95 | Flowers - SGunsolus funeral | 10/26/2017 | 3680 | - |
| 7430 | 920 | 000000 | 445 | TLF STOUGHTON FLORAL | 38.47 | Flowers - GLeck funeral | 10/27/2017 | 3680 | - |
| 7450 | 920 | 000000 | 445 | TLF STOUGHTON FLORAL | 13.99 | Flowers - GLeck funeral | 10/27/2017 | 3680 | - |
| 7460 | 850 | 000000 | 445 | TLF STOUGHTON FLORAL | 17.49 | Flowers - GLeck funeral | 10/27/2017 | 3680 | - |
| 7430 | 921 | 000000 | 994 | CUSTOM STICKER MAKERS | 23.21 | SU LOGO STICKERS FOR PROMOTIONAL ITEMS | 10/27/2017 | 3680 | - |
| 7450 | 921 | 000000 | 994 | CUSTOM STICKER MAKERS | 8.44 | SU LOGO STICKERS FOR PROMOTIONAL ITEMS | 10/27/2017 | 3680 | - |
| 7460 | 851 | 000000 | 994 | CUSTOM STICKER MAKERS | 10.55 | SU LOGO STICKERS FOR PROMOTIONAL ITEMS | 10/27/2017 | 3680 | - |
| 7430 | 921 | 000000 | 601 | FOSDAL BAKERY LLC | 25.00 | DONUTS FOR SAFETY SCHOOL | 10/06/2017 | 6910 | - |
| 7430 | 933 | 000000 | 108 | ASLESON'S TRUE VALUE HDW | 14.99 | PLIERS FOR VEHICLE SHOP | 10/16/2017 | 6910 | - |
| 7430 | 926 | 000000 | 440 | ROGANS SHOES INC MADISON | 237.90 | SAFETY TOE BOOTS | 10/16/2017 | 5296 | - |
| 7430 | 593 | 000000 | 894 | HAMPTON INN EAU CLAIRE | 252.55 | HOTEL FOR SCHOOL | 10/23/2017 | 5296 | - |
| 7430 | 594 | 000000 | 894 | HAMPTON INN EAU CLAIRE | 252.55 | HOTEL FOR SCHOOL | 10/23/2017 | 5296 | - |
| 7450 | 107.14 | 000000 | 354 | HYDRO DESIGNS | 1,000.00 | CROSS CONNECTION | 10/02/2017 | 4000 | 170901XX - 1 |
| 7430 | 934 | 000000 | 994 | CAPITAL EQUIPMENT | 69.00 | FORK LIFT MAINTENANCE | 10/11/2017 | 4000 | - |

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| 7430 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 122.65 | ADMIN BLDG CLEANING | 10/11/2017 | 4000 | - |
| 7450 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 44.60 | ADMIN BLDG CLEANING | 10/11/2017 | 4000 | - |
| 7460 | 834 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 55.75 | ADMIN BLDG CLEANING | 10/11/2017 | 4000 | - |
| 7430 | 143 | 000000 | 165 | MIDWEST METER | 726.95 | PAID TWICE | 10/12/2017 | 4000 | - |
| 7430 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 280.50 | ADMIN BLDG CLEANING | 10/17/2017 | 4000 | - |
| 7450 | 932 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 102.00 | ADMIN BLDG CLEANING | 10/17/2017 | 4000 | - |
| 7460 | 834 | 000000 | 322 | IN SUNDANCE BIOCLEAN, IN | 127.50 | ADMIN BLDG CLEANING | 10/17/2017 | 4000 | - |
| 7430 | 933 | 000000 | 616 | STARK BUICK GMC INC | 49.95 | TRUCK 14 MAINT | 10/19/2017 | 4000 | - |
| 7450 | 641 | 000000 | 309 | HAWKINS INC | 1,733.80 | CHEMICALS | 10/25/2017 | 4000 | - |
| 7430 | 934 | 000000 | 184 | LAKESIDE INTERNATIONAL | 566.00 | TRUCK 12 MAINT | 10/31/2017 | 4000 | - |
| 7430 | 593 | 000000 | 894 | KWIK TRIP 39000003905 | 21.68 | GAS FOR LINE SCHOOL | 10/16/2017 | 6940 | - |
| 7430 | 594 | 000000 | 894 | KWIK TRIP 39000003905 | 21.68 | GAS FOR LINE SCHOOL | 10/16/2017 | 6940 | - |
| 7430 | 593 | 000000 | 894 | HAMPTON INN EAU CLAIRE | 222.50 | HOTEL FOR LINE SCHOOL | 10/16/2017 | 6940 | - |
| 7430 | 594 | 000000 | 894 | HAMPTON INN EAU CLAIRE | 222.50 | HOTEL FOR LINE SCHOOL | 10/16/2017 | 6940 | - |
| 7430 | 232 | 001099 | 134 | CRESCENT ELECTRIC 087 | 244.16 | ELECTRIC INVENTORY | 10/04/2017 | 4100 | - |
| 7430 | 593 | 000000 | 964 | FARWEST LINE SPECIALTIES | 50.90 | DIE FOR PRESS | 10/05/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 40.00 | SEMI TENSION SLEEVES | 10/06/2017 | 4100 | - |
| 7430 | 593 | 000000 | 327 | BORDER STATES ELECTRIC | 383.00 | BLKT ROLL | 10/09/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 5.96 | S AND H | 10/10/2017 | 4100 | - |
| 7450 | 642 | 000000 | 994 | BATTERY MART OF WINCHESTE | 41.27 | BATTERIES FOR BARRICADES | 10/11/2017 | 4100 | - |
| 7430 | 593 | 000000 | 422 | AMAZON.COM | 17.03 | ELECTRIC TOOL | 10/11/2017 | 4100 | - |
| 7430 | 594 | 000000 | 422 | AMAZON.COM | 17.04 | ELECTRIC TOOL | 10/11/2017 | 4100 | - |
| 7430 | 932 | 000000 | 422 | AMAZON.COM AMZN.COM/BILL | 7.23 | MOUNT PHOTOCONTROL FOR ADMIN | 10/11/2017 | 4100 | - |
| 7450 | 932 | 000000 | 422 | AMAZON.COM AMZN.COM/BILL | 2.63 | MOUNT PHOTOCONTROL FOR ADMIN | 10/11/2017 | 4100 | - |
| 7460 | 834 | 000000 | 422 | AMAZON.COM AMZN.COM/BILL | 3.30 | MOUNT PHOTOCONTROL FOR ADMIN | 10/11/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 863.00 | ELECTRIC INVENTORY | 10/13/2017 | 4100 | - |
| 7430 | 232 | 001099 | 355 | STUART C IRBY | 402.00 | ELECTRIC INVENTORY | 10/13/2017 | 4100 | - |
| 7430 | 934 | 000000 | 994 | AMAZON MKTPLACE PMTS | 74.24 | PROPANE | 10/16/2017 | 4100 | - |
| 7450 | 673 | 000000 | 827 | BLACKBURN MANUFACTURING C | 28.24 | MARKING PAINT | 10/17/2017 | 4100 | - |
| 7450 | 675 | 000000 | 827 | BLACKBURN MANUFACTURING C | 28.25 | MARKING PAINT | 10/17/2017 | 4100 | - |
| 7450 | 232 | 001099 | 816 | CORE & MAIN LP 233 | 450.00 | WATER INVENTORY | 10/18/2017 | 4100 | - |
| 7430 | 593 | 000000 | 983 | C M HYDRAULIC TOOL SUPP | 100.85 | TOOL REPAIR | 10/19/2017 | 4100 | - |
| 7430 | 932 | 000000 | 994 | SQ HUTCHINS OVERHEAD GAR | 192.50 | OH DOOR REPAIR | 10/19/2017 | 4100 | - |
| 7450 | 932 | 000000 | 994 | SQ HUTCHINS OVERHEAD GAR | 70.00 | OH DOOR REPAIR | 10/19/2017 | 4100 | - |
| 7460 | 834 | 000000 | 994 | SQ HUTCHINS OVERHEAD GAR | 87.50 | OH DOOR REPAIR | 10/19/2017 | 4100 | - |
| 7430 | 932 | 000000 | 331 | MONONA PLUMBING | 82.50 | QUARTERLY SPRINKLER INSPECTION | 10/19/2017 | 4100 | - |
| 7450 | 932 | 000000 | 331 | MONONA PLUMBING | 30.00 | QUARTERLY SPRINKLER INSPECTION | 10/19/2017 | 4100 | - |
| 7460 | 834 | 000000 | 331 | MONONA PLUMBING | 37.50 | QUARTERLY SPRINKLER INSPECTION | 10/19/2017 | 4100 | - |
| 7430 | 593 | 000000 | 327 | BORDER STATES ELECTRIC | 98.24 | TORCH KIT | 10/19/2017 | 4100 | - |
| 7430 | 594 | 000000 | 327 | BORDER STATES ELECTRIC | 98.25 | TORCH KIT | 10/19/2017 | 4100 | - |
| 7430 | 593 | 000000 | 969 | PAYPAL CLEANITSUPP | 23.99 | INDUSTRIAL COOLER | 10/20/2017 | 4100 | - |
| 7430 | 594 | 000000 | 969 | PAYPAL CLEANITSUPP | 23.99 | INDUSTRIAL COOLER | 10/20/2017 | 4100 | - |
| 7430 | 593 | 000000 | 994 | AMAZON MKTPLACE PMTS | 27.62 | CORDLESS TOOL BATTERY | 10/23/2017 | 4100 | - |
| 7430 | 594 | 000000 | 994 | AMAZON MKTPLACE PMTS | 27.63 | CORDLESS TOOL BATTER | 10/23/2017 | 4100 | - |

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| 7430 | 594 | 000000 | 148 | FASTENAL COMPANY01 | 65.00 | IMPACT WRENCH | 10/24/2017 | 4100 | - |
| 7430 | 920 | 000000 | 824 | UPS 1ZD4W91T0308906032 | 9.99 | SHIPPING | 10/26/2017 | 4100 | - |
| 7430 | 107.14 | 000000 | 355 | STUART C IRBY | 442.50 | WEST SUB | 10/30/2017 | 4100 | 160034XX - 1 |
| 7430 | 593 | 000000 | 521 | WESCO - # 7855 | 70.97 | BOLT CUTTER | 10/30/2017 | 4100 | - |
| 7430 | 594 | 000000 | 521 | WESCO - # 7855 | 70.97 | BOLT CUTTER | 10/30/2017 | 4100 | - |
| 7430 | 232 | 001099 | 134 | CRESCENT ELECTRIC 087 | 189.00 | ELECTRIC INVENTORY | 10/31/2017 | 4100 | - |

Total: 38,317.05

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, October 16, 2017 – 5:00 p.m.

Stoughton, WI

Page No. 1

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

Members Present: Alderperson Matt Bartlett, Citizen Member David Erdman, Alderperson Pat O'Connor, Mayor Donna Olson, Citizen Member Alan Staats

Excused: Alderperson Michael Engelberger, Citizen Member John Kallas

Absent: None

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

Call to Order: Mayor Donna Olson called the Regular Stoughton Utilities Committee Meeting to order at 5:00 p.m.

Utilities Committee Consent Agenda: Stoughton Utilities Director Robert Kardasz, Stoughton Utilities Finance Manager Jamin Friedl, CPA, and Stoughton Utilities Assistant Director Brian Hoops presented and discussed the Stoughton Utilities Committee consent agenda items. Discussion followed. Motion by Citizen Member David Erdman, the motion seconded by Alderperson Pat O'Connor, to approve the following consent agenda items as presented: Stoughton Utilities Payments Due List, Draft Minutes of the September 25, 2017 Regular Stoughton Utilities Committee Meeting, Stoughton Utilities August 2017 Financial Summary, Stoughton Utilities August 2017 Statistical Information, Stoughton Utilities September 2017 Activities Report, Utilities Committee Annual Calendar, and Communications. The motion carried unanimously 5 to 0.

Status of the 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/or placed on file by the Stoughton Common Council:

- Stoughton Utilities Proposed Updated Position Descriptions for Utilities Wastewater Operator, Utilities Basic Certified Wastewater Operator, Utilities Advanced Certified Wastewater Operator, Utilities Advanced Certified Wastewater Operator / Laboratory Technician, and Wastewater System Supervisor
- Proposed Position Description for the Utilities Operations Specialist
- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee August 17, 2017 Meeting Minutes
- Stoughton Utilities July 2017 Financial Summary
- Stoughton Utilities July 2017 Statistical Report

Stoughton Utilities Director Robert Kardasz presented and discussed the following items from the Stoughton Utilities Committee that were approved by the Stoughton Committee of the Whole:

DRAFT STOUGHTON UTILITIES COMMITTEE REGULAR MEETING MINUTES

Monday, October 16, 2017 – 5:00 p.m.

Stoughton, WI

Page No. 2

- Proposed Stoughton Utilities 2018 budget and five year (2018-2022) Capital Improvement Plan (CIP)

Stoughton Utilities personnel status: Stoughton Utilities Director Robert Kardasz presented and discussed the recent hires of Jesse D. Mowery and Mark A. Bakken into vacant positions in the Electric and Wastewater System Divisions. Discussion followed.

Draft Wisconsin Department of Natural Resources (DNR) Wisconsin Pollutant Discharge Elimination System (WPDES) wastewater treatment facility permit: Stoughton Utilities Director Robert Kardasz presented and discussed the draft permit. Discussion followed.

Round-Up program eligibility: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops presented and discussed the current Round-Up Program eligibility requirements. An email from Alderperson Michael Engelberger was distributed to members that included a recommended change to program eligibility. Mayor Donna Olson stated that she did not feel a change to program eligibility should be made. Discussion followed. Motion by Alderperson Pat O'Connor, the motion seconded by Citizen Member David Erdman, to reaffirm the current qualifying criteria for applicants of Round-Up program funding. The motion carried unanimously 5 to 0.

Scheduling of the Utilities Committee meetings in November and December: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops explained that there currently is no business scheduled for the November or December Utilities Committee meetings, and the meetings shall be cancelled unless urgent new business requires a meeting. Discussion followed.

Utilities Committee future agenda items: None.

Tour of the Stoughton Utilities Wastewater Treatment Facility: Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops invited the committee members to participate in a tour of the wastewater treatment facility immediately following the meeting. Discussion followed.

Adjournment: Motion by Citizen Member Alan Staats, the motion seconded by Citizen Member David Erdman, to adjourn the Regular Stoughton Utilities Committee Meeting at 5:30 p.m. The motion carried unanimously 5 to 0.

Alderperson Matt Bartlett joined Stoughton Utilities Director Robert Kardasz and Stoughton Utilities Assistant Director Brian Hoops for a tour of the wastewater treatment facility.

Respectfully submitted

Brian R. Hoops
Stoughton Utilities Assistant Director

Stoughton Utilities

Financial Summary

September 2017-YTD

Highlights-Comparison to prior month

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

Overall Summary:

- The September 2017 results are reasonable in comparison to the August 2017 and September 2016 results. Detailed analysis is provided below.

Electric Summary:

- Electric sales decreased \$157,900 compared to August due to a 7.25% decrease in consumption
- Purchased power costs decreased \$167,100 compared to August due to a 6.85% decrease in kWh purchased
- Operating expenses increased \$42,800 compared to August mainly due to \$17,700 in second half admin fees from the City and \$13,700 in PSC assessments
- Non-operating income decreased \$9,700 compared to August due to \$6,400 in contributed materials received in August
- Non-operating expenses increased \$12,700 compared to August due to the payment of the tax dividend to the City
- Amounts in construction in progress to date that will be expensed at year-end:
\$ 139,000

Water Summary:

- Operating expenses increased \$37,000 compared to August mainly due to \$18,100 in expenses related to the meter chamber replacement program, \$6,600 in second half admin fees from the City, \$5,000 in quarterly tower maintenance and \$2,100 in PSC assessments
- Non-operating expenses increased \$3,700 compared to August due to the payment of the tax dividend to the City
- Amounts in construction in progress to date that will be expensed at year-end:
\$ 28,700

Wastewater Summary:

- Other operating income decreased \$5,000 compared to August due to September surcharges not yet being billed as of the time of this report
- Operating expenses increased \$13,400 compared to August mainly due to \$11,100 in September sludge hauling costs and \$7,700 in second half admin fees from the City

Submitted by:
Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets

As of September 30, 2017

| | <u>Electric</u> | <u>Water</u> | <u>Wastewater</u> | <u>Combined</u> |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Assets | | | | |
| Cash & Investments | \$ 9,592,846 | \$ 1,259,282 | \$ 2,940,987 | \$ 13,793,115 |
| Customer A/R | 1,751,145 | 207,916 | 207,129 | 2,166,191 |
| Other A/R | 126,507 | 13,338 | 13,547 | 153,392 |
| Other Assets | 1,041,523 | 473,034 | 274,236 | 1,788,793 |
| Plant in Service | 25,925,165 | 14,833,672 | 28,958,817 | 69,717,653 |
| Accumulated Depreciation | (13,706,399) | (5,192,983) | (10,841,858) | (29,741,240) |
| Plant in Service - CIAC | 3,374,116 | 7,378,544 | - | 10,752,660 |
| Accumulated Depreciation-CIAC | (1,618,274) | (1,992,232) | - | (3,610,506) |
| Construction Work in Progress | 1,219,620 | 435,761 | 369,130 | 2,024,511 |
| GASB 68 Deferred Outflow | 575,914 | 206,806 | 227,166 | 1,009,886 |
| Total Assets | <u>\$ 28,282,165</u> | <u>\$ 17,623,138</u> | <u>\$ 22,149,153</u> | <u>\$ 68,054,456</u> |
| Liabilities + Net Assets | | | | |
| Accounts Payable | \$ 989,231 | \$ 63,948 | \$ 45,096 | \$ 1,098,275 |
| Payable to City of Stoughton | 340,794 | 324,511 | 5,843 | 671,148 |
| Interest Accrued | (53) | 51,613 | 54,113 | 105,674 |
| Other Liabilities | 573,070 | 86,526 | 124,351 | 783,947 |
| Long-Term Debt | 5,771,571 | 3,079,385 | 5,026,967 | 13,877,924 |
| Net Assets | 20,386,304 | 13,939,209 | 16,805,389 | 51,130,902 |
| GASB 68 Deferred Inflow | 221,246 | 77,947 | 87,394 | 386,587 |
| Total Liabilities + Net Assets | <u>\$ 28,282,165</u> | <u>\$ 17,623,138</u> | <u>\$ 22,149,153</u> | <u>\$ 68,054,456</u> |

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
September 2017

| | Electric | Water | Wastewater | Total |
|---------------------------------|----------------------|---------------------|---------------------|----------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 11,616,165 | \$ 1,523,184 | \$ 1,481,778 | \$ 14,621,127 |
| Other | 102,488 | 48,557 | 57,630 | 208,675 |
| <i>Total Operating Revenue:</i> | \$ 11,718,653 | \$ 1,571,741 | \$ 1,539,408 | \$ 14,829,801 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 8,910,452 | - | - | 8,910,452 |
| Expenses (Including Taxes) | 1,162,068 | 695,537 | 713,122 | 2,570,728 |
| PILOT | 297,000 | 315,747 | - | 612,747 |
| Depreciation | 746,892 | 345,528 | 611,253 | 1,703,673 |
| <i>Total Operating Expense:</i> | \$ 11,116,412 | \$ 1,356,812 | \$ 1,324,375 | \$ 13,797,599 |
| <i>Operating Income</i> | \$ 602,241 | \$ 214,928 | \$ 215,033 | \$ 1,032,202 |
| Non-Operating Income | 355,722 | 45,156 | 56,526 | 457,405 |
| Non-Operating Expense | (112,403) | (74,240) | (101,250) | (287,893) |
| <i>Net Income</i> | \$ 845,560 | \$ 185,845 | \$ 170,309 | \$ 1,201,714 |

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
September 2016

| | Electric | Water | Wastewater | Total |
|---------------------------------|----------------------|---------------------|---------------------|----------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 11,332,900 | \$ 1,452,083 | \$ 1,502,365 | \$ 14,287,348 |
| Other | 120,999 | \$ 56,231 | \$ 30,952 | 208,182 |
| <i>Total Operating Revenue:</i> | \$ 11,453,899 | \$ 1,508,314 | \$ 1,533,317 | \$ 14,495,530 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 8,760,884 | - | - | 8,760,884 |
| Expenses (Including Taxes) | 1,131,984 | 600,192 | 696,519 | 2,428,695 |
| PILOT | 344,111 | 286,891 | - | 631,002 |
| Depreciation | 712,053 | 321,903 | 614,997 | 1,648,953 |
| <i>Total Operating Expense:</i> | \$ 10,949,032 | \$ 1,208,986 | \$ 1,311,516 | \$ 13,469,534 |
| <i>Operating Income</i> | \$ 504,867 | \$ 299,328 | \$ 221,801 | \$ 1,025,996 |
| Non-Operating Income | 365,522 | 14,524 | 14,287 | 394,333 |
| Non-Operating Expense | (104,366) | (122,811) | (127,503) | (354,680) |
| <i>Net Income</i> | \$ 766,023 | \$ 191,041 | \$ 108,585 | \$ 1,065,649 |

STOUGHTON UTILITIES
Detailed Monthly Income Statements
September 2017

ELECTRIC

| | September 2017 | August 2017 | Change from Prior Month | September 2016 |
|---------------------------------|---------------------|---------------------|-------------------------|---------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 1,394,359 | \$ 1,551,252 | \$ (156,893) | \$ 1,285,233 |
| Other | 3,045 | 1,143 | 1,901 | 5,357 |
| <i>Total Operating Revenue:</i> | \$ 1,397,404 | \$ 1,552,396 | \$ (154,992) | \$ 1,290,590 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 1,074,648 | 1,241,701 | (167,053) | 1,011,038 |
| Expenses (Including Taxes) | 125,333 | 82,548 | 42,785 | 110,645 |
| PILOT | 33,000 | 33,000 | - | 46,916 |
| Depreciation | 82,988 | 82,988 | - | 79,117 |
| <i>Total Operating Expense:</i> | \$ 1,315,968 | \$ 1,440,237 | \$ (124,269) | \$ 1,247,716 |
| <i>Operating Income</i> | \$ 81,436 | \$ 112,159 | \$ (30,723) | \$ 42,874 |
| Non-Operating Income | 10,415 | 20,078 | (9,663) | 14,483 |
| Non-Operating Expense | (23,283) | (10,594) | (12,690) | (11,254) |
| <i>Net Income</i> | \$ 68,567 | \$ 121,643 | \$ (53,076) | \$ 46,103 |

WATER

| | September 2017 | August 2017 | Change from Prior Month | September 2016 |
|---------------------------------|-------------------|-------------------|-------------------------|-------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 175,742 | \$ 176,763 | \$ (1,021) | \$ 169,231 |
| Other | 5,253 | 5,280 | (27) | 5,381 |
| <i>Total Operating Revenue:</i> | \$ 180,995 | \$ 182,043 | \$ (1,048) | \$ 174,612 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 101,125 | 64,111 | 37,014 | 81,191 |
| PILOT | 35,083 | 35,083 | - | 33,555 |
| Depreciation | 38,392 | 38,392 | - | 35,767 |
| <i>Total Operating Expense:</i> | \$ 174,600 | \$ 137,586 | \$ 37,014 | \$ 150,513 |
| <i>Operating Income</i> | \$ 6,396 | \$ 44,457 | \$ (38,062) | \$ 24,099 |
| Non-Operating Income | 1,049 | 3,662 | (2,614) | 1,000 |
| Non-Operating Expense | (11,576) | (7,833) | (3,743) | (8,333) |
| <i>Net Income</i> | \$ (4,132) | \$ 40,287 | \$ (44,418) | \$ 16,766 |

WASTEWATER

| | September 2017 | August 2017 | Change from Prior Month | September 2016 |
|---------------------------------|-------------------|-------------------|-------------------------|-------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 168,070 | \$ 168,280 | \$ (210) | \$ 161,869 |
| Other | 890 | 5,934 | (5,045) | 4,624 |
| <i>Total Operating Revenue:</i> | \$ 168,960 | \$ 174,214 | \$ (5,254) | \$ 166,493 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 81,248 | 67,819 | 13,429 | 59,662 |
| Depreciation | 67,917 | 67,917 | - | 68,333 |
| <i>Total Operating Expense:</i> | \$ 149,165 | \$ 135,736 | \$ 13,429 | \$ 127,995 |
| <i>Operating Income</i> | \$ 19,795 | \$ 38,478 | \$ (18,683) | \$ 38,498 |
| Non-Operating Income | 1,419 | (340) | 1,759 | 1,000 |
| Non-Operating Expense | (11,250) | (11,250) | - | (14,167) |
| <i>Net Income</i> | \$ 9,964 | \$ 26,888 | \$ (16,924) | \$ 25,331 |

STOUGHTON UTILITIES
Rate of Return
Year-to-Date September 2017

| | Electric | Water |
|----------------------------------|-----------------|--------------|
| Operating Income (Regulatory) | \$ 602,241 | \$ 214,928 |
| Average Utility Plant in Service | 25,179,751 | 14,663,815 |
| Average Accumulated Depreciation | (13,178,770) | (4,951,474) |
| Average Materials and Supplies | 185,396 | 38,447 |
| Average Regulatory Liability | (144,044) | (222,486) |
| Average Customer Advances | (60,709) | - |
| Average Net Rate Base | \$ 11,981,624 | \$ 9,528,302 |
| September 2017 Rate of Return | 5.03% | 2.26% |
| September 2016 Rate of Return | 3.88% | 3.67% |
| December 2016 Rate of Return | 4.25% | 3.46% |
| Authorized Rate of Return | 5.00% | 6.50% |

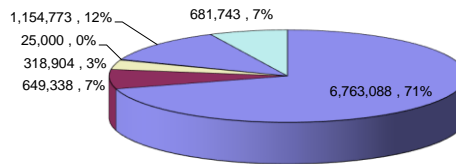
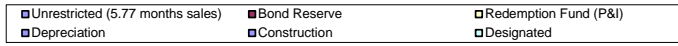
STOUGHTON UTILITIES
Cash and Investments Summary
As of September 30, 2017

Electric

September 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (5.77 months sales) | 6,763,088 |
| Bond Reserve | 649,338 |
| Redemption Fund (P&I) | 318,904 |
| Depreciation | 25,000 |
| Construction | 1,154,773 |
| Designated | 681,743 |
| Total | <u>9,592,846</u> |

Electric Cash - September 2017

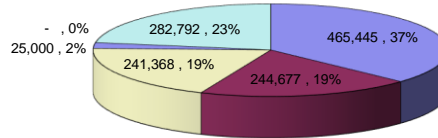
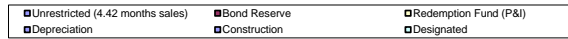


Water

September 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (4.42 months sales) | 465,445 |
| Bond Reserve | 244,677 |
| Redemption Fund (P&I) | 241,368 |
| Depreciation | 25,000 |
| Construction | - |
| Designated | 282,792 |
| Total | <u>1,259,282</u> |

Water Cash - September 2017

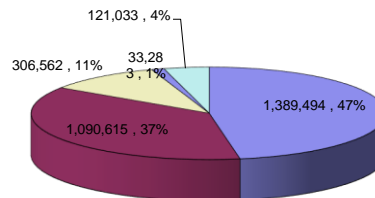


Wastewater

September 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (9.17 months sales) | 1,389,494 |
| DNR Replacement | 1,090,615 |
| Redemption Fund (P&I) | 306,562 |
| Depreciation | 33,283 |
| Designated | 121,033 |
| Total | <u>2,940,987</u> |

Wastewater Cash - September 2017



Stoughton Utilities

Financial Summary

October 2017-YTD

Highlights-Comparison to prior month

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

Overall Summary:

- The October 2017 results are reasonable in comparison to the September 2017 and October 2016 results. Detailed analysis is provided below.

Electric Summary:

- Electric sales decreased \$259,400 compared to September due to a 5.86% decrease in kWh sold and a 28.80% decrease in kW sold
- Purchased power costs decreased \$240,000 compared to September due to a 6.19% decrease in kWh purchased
- Operating expenses decreased \$26,000 compared to September mainly due to \$17,700 in second half admin fees received from the City in September
- Non-operating income increased \$39,900 compared to September due to a large number of contributed projects being closed in October and \$12,200 in earnings from ATC
- Non-operating expenses decreased \$12,700 compared to September due to the payment of the tax dividend to the City in September
- Amounts in construction in progress to date that will be expensed at year-end:
\$ 140,000

Water Summary:

- Operating expenses decreased \$16,700 compared to September mainly due to \$18,100 in expenses related to the meter chamber replacement program, \$6,600 in second half admin fees from the City, \$5,000 in quarterly tower maintenance and \$2,100 in PSC assessments incurred by the Water Utility in September. These amounts are offset by incremental increases in other accounts during October.
- Non-operating expenses decreased \$3,700 compared to September due to the payment of the tax dividend to the City in September
- Amounts in construction in progress to date that will be expensed at year-end:
\$ 30,400

Wastewater Summary:

- Other operating income increased \$9,400 compared to September due to September surcharges recognized in October
- Operating expenses decreased \$10,400 compared to September mainly due to \$11,100 in sludge hauling costs and \$7,700 in second half admin fees from the City in September

Submitted by:
Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets

As of October 31, 2017

| | <u>Electric</u> | <u>Water</u> | <u>Wastewater</u> | <u>Combined</u> |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Assets | | | | |
| Cash & Investments | \$ 10,023,934 | \$ 1,218,598 | \$ 2,932,726 | \$ 14,175,258 |
| Customer A/R | 1,461,801 | 223,513 | 197,480 | 1,882,794 |
| Other A/R | 141,938 | 11,484 | 13,551 | 166,974 |
| Other Assets | 1,044,042 | 472,783 | 273,046 | 1,789,870 |
| Plant in Service | 25,967,021 | 14,834,399 | 28,969,670 | 69,771,089 |
| Accumulated Depreciation | (13,793,232) | (5,231,900) | (10,909,775) | (29,934,907) |
| Plant in Service - CIAC | 3,416,504 | 7,378,544 | - | 10,795,048 |
| Accumulated Depreciation-CIAC | (1,618,274) | (1,992,232) | - | (3,610,506) |
| Construction Work in Progress | 1,371,838 | 539,924 | 420,902 | 2,332,664 |
| GASB 68 Deferred Outflow | 575,914 | 206,806 | 227,166 | 1,009,886 |
| Total Assets | <u>\$ 28,591,487</u> | <u>\$ 17,661,918</u> | <u>\$ 22,124,765</u> | <u>\$ 68,378,171</u> |
| Liabilities + Net Assets | | | | |
| Accounts Payable | \$ 1,187,207 | \$ 63,498 | \$ 45,096 | \$ 1,295,800 |
| Payable to City of Stoughton | 373,365 | 359,594 | 5,843 | 738,801 |
| Interest Accrued | 10,531 | 36,598 | 2,734 | 49,863 |
| Other Liabilities | 513,608 | 86,526 | 124,351 | 724,485 |
| Long-Term Debt | 5,771,571 | 3,079,385 | 5,026,967 | 13,877,924 |
| Net Assets | 20,513,960 | 13,958,371 | 16,832,380 | 51,304,711 |
| GASB 68 Deferred Inflow | 221,246 | 77,947 | 87,394 | 386,587 |
| Total Liabilities + Net Assets | <u>\$ 28,591,487</u> | <u>\$ 17,661,918</u> | <u>\$ 22,124,765</u> | <u>\$ 68,378,171</u> |

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
October 2017

| | Electric | Water | Wastewater | Total |
|---------------------------------|----------------------|---------------------|---------------------|----------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 12,751,100 | \$ 1,701,523 | \$ 1,647,226 | \$ 16,099,850 |
| Other | 105,446 | 53,673 | 67,950 | 227,070 |
| <i>Total Operating Revenue:</i> | \$ 12,856,547 | \$ 1,755,197 | \$ 1,715,177 | \$ 16,326,920 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 9,745,057 | - | - | 9,745,057 |
| Expenses (Including Taxes) | 1,261,386 | 779,963 | 784,020 | 2,825,369 |
| PILOT | 330,000 | 350,830 | - | 680,830 |
| Depreciation | 829,880 | 383,920 | 679,170 | 1,892,970 |
| <i>Total Operating Expense:</i> | \$ 12,166,323 | \$ 1,514,713 | \$ 1,463,190 | \$ 15,144,227 |
| <i>Operating Income</i> | \$ 690,224 | \$ 240,483 | \$ 251,986 | \$ 1,182,693 |
| Non-Operating Income | 405,990 | 46,597 | 57,813 | 510,401 |
| Non-Operating Expense | (122,998) | (82,073) | (112,500) | (317,571) |
| <i>Net Income</i> | \$ 973,216 | \$ 205,007 | \$ 197,300 | \$ 1,375,523 |

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 | \$ 15,780,299 |
| 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> | \$ 528,611 | \$ 340,161 | \$ 246,546 | \$ 1,115,318 |
| Non-Operating Income | 490,222 | 16,053 | 16,170 | 522,445 |
| Non-Operating Expense | (246,970) | (133,556) | (141,670) | (522,196) |
| <i>Net Income</i> | \$ 771,863 | \$ 222,658 | \$ 121,046 | \$ 1,115,567 |

STOUGHTON UTILITIES
Detailed Monthly Income Statements
October 2017

ELECTRIC

| | October 2017 | September 2017 | Change from Prior Month | October 2016 |
|---------------------------------|---------------------|---------------------|----------------------------|---------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 1,134,936 | \$ 1,394,359 | \$ (259,423) | \$ 1,147,232 |
| Other | 2,958 | 3,045 | (86) | 5,236 |
| <i>Total Operating Revenue:</i> | \$ 1,137,894 | \$ 1,397,404 | \$ (259,510) | \$ 1,152,468 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 834,606 | 1,074,648 | (240,042) | 891,506 |
| Expenses (Including Taxes) | 99,317 | 125,333 | (26,015) | 126,018 |
| PILOT | 33,000 | 33,000 | - | 32,083 |
| Depreciation | 82,988 | 82,988 | - | 79,117 |
| <i>Total Operating Expense:</i> | \$ 1,049,911 | \$ 1,315,968 | \$ (266,057) | \$ 1,128,724 |
| <i>Operating Income</i> | \$ 87,983 | \$ 81,436 | \$ 6,547 | \$ 23,744 |
| Non-Operating Income | 50,268 | 10,415 | 39,853 | 124,700 |
| Non-Operating Expense | (10,595) | (23,283) | 12,688 | (142,604) |
| <i>Net Income</i> | \$ 127,656 | \$ 68,567 | \$ 59,088 | \$ 5,840 |

WATER

| | October 2017 | September 2017 | Change from Prior Month | October 2016 |
|---------------------------------|-------------------|-------------------|----------------------------|-------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 178,339 | \$ 175,742 | \$ 2,597 | \$ 175,780 |
| Other | 5,117 | 5,253 | (136) | 746 |
| <i>Total Operating Revenue:</i> | \$ 183,456 | \$ 180,995 | \$ 2,461 | \$ 176,526 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 84,426 | 101,125 | (16,699) | 68,259 |
| PILOT | 35,083 | 35,083 | - | 31,667 |
| Depreciation | 38,392 | 38,392 | - | 35,767 |
| <i>Total Operating Expense:</i> | \$ 157,901 | \$ 174,600 | \$ (16,699) | \$ 135,693 |
| <i>Operating Income</i> | \$ 25,555 | \$ 6,396 | \$ 19,159 | \$ 40,833 |
| Non-Operating Income | 1,441 | 1,049 | 392 | 1,529 |
| Non-Operating Expense | (7,833) | (11,576) | 3,743 | (10,745) |
| <i>Net Income</i> | \$ 19,162 | \$ (4,132) | \$ 23,294 | \$ 31,617 |

WASTEWATER

| | October 2017 | September 2017 | Change from Prior Month | October 2016 |
|---------------------------------|-------------------|-------------------|----------------------------|-------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 165,448 | \$ 168,070 | \$ (2,622) | \$ 169,939 |
| Other | 10,320 | 890 | 9,431 | (1,182) |
| <i>Total Operating Revenue:</i> | \$ 175,768 | \$ 168,960 | \$ 6,809 | \$ 168,757 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 70,898 | 81,248 | (10,350) | 75,679 |
| Depreciation | 67,917 | 67,917 | - | 68,333 |
| <i>Total Operating Expense:</i> | \$ 138,815 | \$ 149,165 | \$ (10,350) | \$ 144,012 |
| <i>Operating Income</i> | \$ 36,954 | \$ 19,795 | \$ 17,159 | \$ 24,745 |
| Non-Operating Income | 1,287 | 1,419 | (132) | 1,883 |
| Non-Operating Expense | (11,250) | (11,250) | - | (14,167) |
| <i>Net Income</i> | \$ 26,990 | \$ 9,964 | \$ 17,026 | \$ 12,461 |

STOUGHTON UTILITIES

Rate of Return

Year-to-Date October 2017

| | Electric | Water |
|----------------------------------|-----------------|--------------|
| Operating Income (Regulatory) | \$ 690,224 | \$ 240,483 |
| Average Utility Plant in Service | 25,200,678 | 14,664,179 |
| Average Accumulated Depreciation | (13,222,186) | (4,970,933) |
| Average Materials and Supplies | 184,717 | 38,380 |
| Average Regulatory Liability | (144,044) | (222,486) |
| Average Customer Advances | (46,849) | - |
| Average Net Rate Base | \$ 11,972,316 | \$ 9,509,140 |
| October 2017 Rate of Return | 5.77% | 2.53% |
| October 2016 Rate of Return | 4.51% | 4.03% |
| December 2016 Rate of Return | 4.25% | 3.46% |
| Authorized Rate of Return | 5.00% | 6.50% |

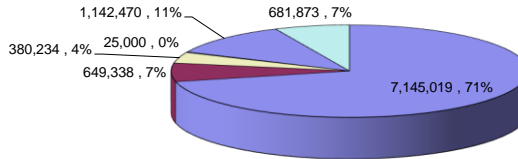
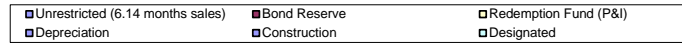
STOUGHTON UTILITIES
Cash and Investments Summary
As of October 31, 2017

Electric

October 2017

| | |
|----------------------------------|--------------------------|
| Unrestricted (6.14 months sales) | 7,145,019 |
| Bond Reserve | 649,338 |
| Redemption Fund (P&I) | 380,234 |
| Depreciation | 25,000 |
| Construction | 1,142,470 |
| Designated | 681,873 |
| Total | <u>10,023,934</u> |

Electric Cash - October 2017

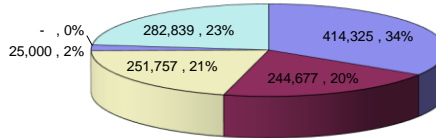
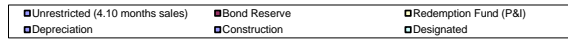


Water

October 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (4.10 months sales) | 414,325 |
| Bond Reserve | 244,677 |
| Redemption Fund (P&I) | 251,757 |
| Depreciation | 25,000 |
| Construction | - |
| Designated | 282,839 |
| Total | <u>1,218,598</u> |

Water Cash - October 2017

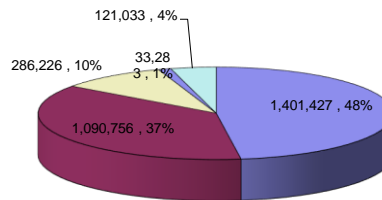


Wastewater

October 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (9.24 months sales) | 1,401,427 |
| DNR Replacement | 1,090,756 |
| Redemption Fund (P&I) | 286,226 |
| Depreciation | 33,283 |
| Designated | 121,033 |
| Total | <u>2,932,725</u> |

Wastewater Cash - October 2017



Stoughton Utilities

Financial Summary

November 2017-YTD

Highlights-Comparison to prior month

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

Overall Summary:

- The November 2017 results are reasonable in comparison to the October 2017 and November 2016 results. Detailed analysis is provided below.

Electric Summary:

- Electric sales increased \$24,000 compared to October due to a .50% increase in kWh sold
- Purchased power costs increased \$22,300 compared to October due to a .69% increase in kWh purchased
- Operating expenses increased \$184,700 compared to October mainly due to \$151,000 in tree trimming costs and the quarterly DOR payment
- Non-operating income decreased \$34,300 compared to October due to a smaller number of contributed projects being closed in October
- Amounts in construction in progress to date that will be expensed at year-end:

\$ 1,200

Water Summary:

- Water sales decreased \$11,600 compared to October due to a 15% decrease in sales consumption
- Operating expenses decreased \$30,700 compared to October mainly due to no water tower service charges incurred in November, no November rent payments as of the time of this report and other minor account clean-up adjustments
- Amounts in construction in progress to date that will be expensed at year-end:

\$ 32,700

Wastewater Summary:

- Wastewater sales decreased \$6,300 compared to October due to a 3% decrease in sales consumption
- Other operating income decreased \$5,900 compared to October due to the fact we are still waiting on surcharge data for two customers
- Operating expenses decreased \$3,600 compared to October mainly due to no sludge hauling costs incurred in November

Submitted by:

Jamin Friedl, CPA

STOUGHTON UTILITIES

Balance Sheets

As of November 30, 2017

| | <u>Electric</u> | <u>Water</u> | <u>Wastewater</u> | <u>Combined</u> |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Assets | | | | |
| Cash & Investments | \$ 9,121,265 | \$ 1,134,427 | \$ 2,988,122 | \$ 13,243,814 |
| Customer A/R | 1,371,717 | 193,721 | 191,565 | 1,757,003 |
| Other A/R | 129,952 | (1,702) | 4 | 128,254 |
| Other Assets | 1,040,059 | 476,474 | 275,884 | 1,792,416 |
| Plant in Service | 26,034,735 | 14,844,131 | 28,965,359 | 69,844,224 |
| Accumulated Depreciation | (13,878,700) | (5,270,733) | (10,973,381) | (30,122,814) |
| Plant in Service - CIAC | 3,419,599 | 7,378,544 | - | 10,798,143 |
| Accumulated Depreciation-CIAC | (1,618,274) | (1,992,232) | - | (3,610,506) |
| Construction Work in Progress | 1,969,710 | 773,986 | 479,413 | 3,223,108 |
| GASB 68 Deferred Outflow | 575,914 | 206,806 | 227,166 | 1,009,886 |
| Total Assets | <u>\$ 28,165,977</u> | <u>\$ 17,743,421</u> | <u>\$ 22,154,131</u> | <u>\$ 68,063,529</u> |
| Liabilities + Net Assets | | | | |
| Accounts Payable | \$ 820,257 | \$ 64,140 | \$ 45,096 | \$ 929,494 |
| Payable to City of Stoughton | 406,459 | 394,677 | 5,843 | 806,979 |
| Interest Accrued | 21,114 | 44,431 | 13,984 | 79,529 |
| Other Liabilities | 500,394 | 86,526 | 124,351 | 711,271 |
| Long-Term Debt | 5,771,571 | 3,079,385 | 5,026,967 | 13,877,924 |
| Net Assets | 20,424,935 | 13,996,315 | 16,850,496 | 51,271,746 |
| GASB 68 Deferred Inflow | 221,246 | 77,947 | 87,394 | 386,587 |
| Total Liabilities + Net Assets | <u>\$ 28,165,977</u> | <u>\$ 17,743,421</u> | <u>\$ 22,154,131</u> | <u>\$ 68,063,529</u> |

STOUGHTON UTILITIES

Year-to-Date Combined Income Statement
November 2017

| | Electric | Water | Wastewater | Total |
|---------------------------------|----------------------|---------------------|---------------------|----------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 13,910,015 | \$ 1,868,313 | \$ 1,806,344 | \$ 17,584,672 |
| Other | 109,120 | 58,713 | 72,400 | 240,233 |
| <i>Total Operating Revenue:</i> | \$ 14,019,135 | \$ 1,927,027 | \$ 1,878,744 | \$ 17,824,905 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 10,602,005 | - | - | 10,602,005 |
| Expenses (Including Taxes) | 1,545,430 | 833,658 | 851,349 | 3,230,437 |
| PILOT | 363,000 | 385,913 | - | 748,913 |
| Depreciation | 912,868 | 422,312 | 747,087 | 2,082,267 |
| <i>Total Operating Expense:</i> | \$ 13,423,303 | \$ 1,641,883 | \$ 1,598,436 | \$ 16,663,622 |
| <i>Operating Income</i> | \$ 595,832 | \$ 285,143 | \$ 280,308 | \$ 1,161,284 |
| Non-Operating Income | 421,960 | 47,714 | 58,858 | 528,531 |
| Non-Operating Expense | (133,601) | (89,906) | (123,750) | (347,257) |
| <i>Net Income</i> | \$ 884,191 | \$ 242,951 | \$ 215,416 | \$ 1,342,558 |

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 | 226,800 |
| <i>Total Operating Revenue:</i> | \$ 13,775,848 | \$ 1,857,551 | \$ 1,864,572 | \$ 17,497,971 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 10,552,271 | - | - | 10,552,271 |
| Expenses (Including Taxes) | 1,414,293 | 825,335 | 845,493 | 3,085,121 |
| 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 | \$ 16,411,281 |
| <i>Operating Income</i> | \$ 530,720 | \$ 288,554 | \$ 267,416 | \$ 1,086,690 |
| 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 | \$ 195,078 | \$ 154,383 | \$ 1,138,777 |

STOUGHTON UTILITIES
Detailed Monthly Income Statements
November 2017

ELECTRIC

| | November 2017 | October 2017 | Change from Prior Month | November 2016 |
|---------------------------------|---------------------|---------------------|-------------------------|---------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 1,158,914 | \$ 1,134,936 | \$ 23,979 | \$ 1,164,018 |
| Other | 3,674 | 2,958 | 715 | 5,463 |
| <i>Total Operating Revenue:</i> | \$ 1,162,588 | \$ 1,137,894 | \$ 24,694 | \$ 1,169,481 |
| <i>Operating Expense:</i> | | | | |
| Purchased Power | 856,948 | 834,606 | 22,342 | 899,881 |
| Expenses (Including Taxes) | 284,044 | 99,317 | 184,727 | 156,291 |
| PILOT | 33,000 | 33,000 | - | 32,083 |
| Depreciation | 82,988 | 82,988 | - | 79,117 |
| <i>Total Operating Expense:</i> | \$ 1,256,980 | \$ 1,049,911 | \$ 207,068 | \$ 1,167,372 |
| <i>Operating Income</i> | \$ (94,392) | \$ 87,983 | \$ (182,375) | \$ 2,109 |
| Non-Operating Income | 15,969 | 50,268 | (34,299) | 40,017 |
| Non-Operating Expense | (10,602) | (10,595) | (7) | (24,673) |
| <i>Net Income</i> | \$ (89,025) | \$ 127,656 | \$ (216,680) | \$ 17,453 |

WATER

| | November 2017 | October 2017 | Change from Prior Month | November 2016 |
|---------------------------------|-------------------|-------------------|-------------------------|--------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 166,790 | \$ 178,339 | \$ (11,550) | \$ 167,194 |
| Other | 5,040 | 5,117 | (76) | 5,517 |
| <i>Total Operating Revenue:</i> | \$ 171,830 | \$ 183,456 | \$ (11,626) | \$ 172,711 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 53,695 | 84,426 | (30,731) | 156,884 |
| PILOT | 35,083 | 35,083 | - | 31,667 |
| Depreciation | 38,392 | 38,392 | - | 35,767 |
| <i>Total Operating Expense:</i> | \$ 127,170 | \$ 157,901 | \$ (30,731) | \$ 224,318 |
| <i>Operating Income</i> | \$ 44,660 | \$ 25,555 | \$ 19,105 | \$ (51,607) |
| Non-Operating Income | 1,117 | 1,441 | (324) | 1,508 |
| Non-Operating Expense | (7,833) | (7,833) | - | 22,519 |
| <i>Net Income</i> | \$ 37,944 | \$ 19,162 | \$ 18,781 | \$ (27,580) |

WASTEWATER

| | November 2017 | October 2017 | Change from Prior Month | November 2016 |
|---------------------------------|-------------------|-------------------|-------------------------|-------------------|
| <i>Operating Revenue:</i> | | | | |
| Sales | \$ 159,118 | \$ 165,448 | \$ (6,330) | \$ 159,660 |
| Other | 4,449 | 10,320 | (5,871) | 2,838 |
| <i>Total Operating Revenue:</i> | \$ 163,567 | \$ 175,768 | \$ (12,201) | \$ 162,498 |
| <i>Operating Expense:</i> | | | | |
| Expenses (Including Taxes) | 67,328 | 70,898 | (3,570) | 73,295 |
| Depreciation | 67,917 | 67,917 | - | 68,333 |
| <i>Total Operating Expense:</i> | \$ 135,245 | \$ 138,815 | \$ (3,570) | \$ 141,628 |
| <i>Operating Income</i> | \$ 28,322 | \$ 36,954 | \$ (8,632) | \$ 20,870 |
| Non-Operating Income | 1,044 | 1,287 | (243) | 1,063 |
| Non-Operating Expense | (11,250) | (11,250) | - | 11,404 |
| <i>Net Income</i> | \$ 18,116 | \$ 26,990 | \$ (8,874) | \$ 33,337 |

STOUGHTON UTILITIES

Rate of Return

Year-to-Date November 2017

| | Electric | Water |
|----------------------------------|-----------------|--------------|
| Operating Income (Regulatory) | \$ 595,832 | \$ 285,143 |
| Average Utility Plant in Service | 25,234,535 | 14,669,045 |
| Average Accumulated Depreciation | (13,264,920) | (4,990,349) |
| Average Materials and Supplies | 183,337 | 38,518 |
| Average Regulatory Liability | (144,044) | (222,486) |
| Average Customer Advances | (46,580) | - |
| Average Net Rate Base | \$ 11,962,329 | \$ 9,494,728 |
| November 2017 Rate of Return | 4.98% | 3.00% |
| November 2016 Rate of Return | 4.54% | 3.42% |
| December 2016 Rate of Return | 4.25% | 3.46% |
| Authorized Rate of Return | 5.00% | 6.50% |

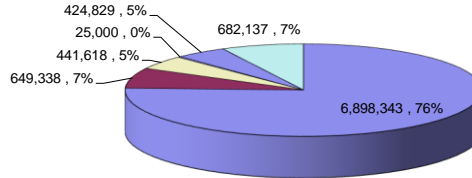
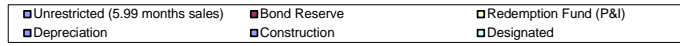
STOUGHTON UTILITIES
Cash and Investments Summary
As of November 30, 2017

Electric

November 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (5.99 months sales) | 6,898,343 |
| Bond Reserve | 649,338 |
| Redemption Fund (P&I) | 441,618 |
| Depreciation | 25,000 |
| Construction | 424,829 |
| Designated | 682,137 |
| Total | <u>9,121,265</u> |

Electric Cash - November 2017

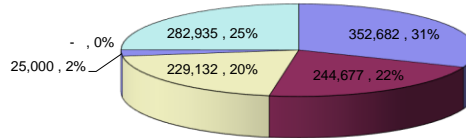


Water

November 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (3.74 months sales) | 352,682 |
| Bond Reserve | 244,677 |
| Redemption Fund (P&I) | 229,132 |
| Depreciation | 25,000 |
| Construction | - |
| Designated | 282,935 |
| Total | <u>1,134,426</u> |

Water Cash - November 2017

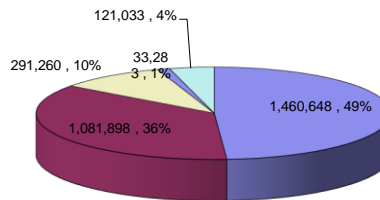


Wastewater

November 2017

| | |
|----------------------------------|-------------------------|
| Unrestricted (9.63 months sales) | 1,460,648 |
| DNR Replacement | 1,081,898 |
| Redemption Fund (P&I) | 291,260 |
| Depreciation | 33,283 |
| Designated | 121,033 |
| Total | <u>2,988,122</u> |

Wastewater Cash - November 2017



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 | 12,379,222 | 12,812,545 | 23,731 | 23,662 |
| February | 11,135,691 | 11,327,318 | 10,691,419 | 10,759,773 | 21,504 | 21,934 |
| March | 10,581,639 | 10,809,478 | 11,785,378 | 11,607,813 | 20,668 | 20,399 |
| April | 9,868,197 | 10,133,681 | 9,553,672 | 10,048,660 | 18,242 | 18,091 |
| May | 10,526,624 | 10,568,931 | 10,496,558 | 10,622,971 | 20,689 | 21,934 |
| June | 12,461,104 | 12,841,397 | 12,732,532 | 12,662,125 | 29,731 | 32,720 |
| July | 13,984,983 | 14,358,016 | 13,227,532 | 13,912,583 | 32,378 | 30,828 |
| August | 14,391,132 | 14,795,716 | 12,322,240 | 12,624,031 | 32,246 | 28,159 |
| September | 11,540,407 | 11,943,908 | 11,428,486 | 11,758,812 | 29,604 | 30,090 |
| October | | | | | | |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 106,923,793 | 109,394,736 | 104,617,039 | 106,809,313 | | |

| 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 | 37,110,000 | 43,748,000 | 1,642,000 | 1,629,000 |
| February | 37,426,000 | 40,703,000 | 34,905,000 | 41,145,000 | 1,877,000 | 1,780,000 |
| March | 38,688,000 | 42,714,000 | 38,893,000 | 40,725,000 | 1,745,000 | 1,542,000 |
| April | 36,824,000 | 40,784,000 | 33,884,000 | 39,290,000 | 1,618,000 | 2,105,000 |
| May | 40,240,000 | 43,744,000 | 38,370,000 | 41,634,000 | 1,754,000 | 1,732,000 |
| June | 41,868,000 | 49,688,000 | 41,534,000 | 46,477,000 | 2,310,000 | 1,876,000 |
| July | 41,277,000 | 52,189,000 | 37,083,000 | 43,980,000 | 2,216,000 | 2,057,000 |
| August | 41,673,000 | 46,456,000 | 42,414,000 | 45,656,000 | 1,900,000 | 1,839,000 |
| September | 39,450,000 | 43,768,000 | 41,528,000 | 45,250,000 | 1,769,000 | 1,849,000 |
| October | | | | | | |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 356,103,000 | 403,022,000 | 345,721,000 | 387,905,000 | | |

| 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 | 25,221,000 | 33,337,000 | 0.55 | 2.43 |
| February | 23,957,000 | 26,577,000 | 23,196,000 | 27,663,000 | 0.64 | 1.34 |
| March | 25,438,000 | 30,379,000 | 26,255,000 | 29,882,000 | 4.07 | 2.69 |
| April | 25,232,000 | 30,654,000 | 23,309,000 | 32,828,000 | 1.96 | 6.80 |
| May | 27,412,000 | 30,376,000 | 26,366,000 | 34,190,000 | 3.04 | 3.62 |
| June | 26,768,000 | 29,147,000 | 28,445,000 | 34,688,000 | 5.64 | 7.55 |
| July | 27,893,000 | 31,955,000 | 25,129,000 | 40,536,000 | 4.77 | 6.60 |
| August | 26,931,000 | 32,189,000 | 26,215,000 | 36,658,000 | 5.80 | 3.99 |
| September | 25,044,000 | 31,080,000 | 25,953,000 | 31,442,000 | 4.34 | 0.77 |
| October | | | | | | |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 235,234,000 | 271,482,000 | 230,089,000 | 301,224,000 | 30.81 | 35.79 |

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 | 12,379,222 | 12,812,545 | 23,731 | 23,662 |
| February | 11,135,691 | 11,327,318 | 10,691,419 | 10,759,773 | 21,504 | 21,934 |
| March | 10,581,639 | 10,809,478 | 11,785,378 | 11,607,813 | 20,668 | 20,399 |
| April | 9,868,197 | 10,133,681 | 9,553,672 | 10,048,660 | 18,242 | 18,091 |
| May | 10,526,624 | 10,568,931 | 10,496,558 | 10,622,971 | 20,689 | 21,934 |
| June | 12,461,104 | 12,841,397 | 12,732,532 | 12,662,125 | 29,731 | 32,720 |
| July | 13,984,983 | 14,358,016 | 13,227,532 | 13,912,583 | 32,378 | 30,828 |
| August | 14,391,132 | 14,795,716 | 12,322,240 | 12,624,031 | 32,246 | 28,159 |
| September | 11,540,407 | 11,943,908 | 11,483,233 | 11,758,812 | 29,604 | 30,090 |
| October | 10,639,943 | 10,889,183 | 10,809,871 | 11,031,229 | 20,386 | 21,423 |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 117,563,736 | 120,283,919 | 115,481,657 | 117,840,542 | | |

| 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 | 37,110,000 | 43,748,000 | 1,642,000 | 1,629,000 |
| February | 37,426,000 | 40,703,000 | 34,905,000 | 41,145,000 | 1,877,000 | 1,780,000 |
| March | 38,688,000 | 42,714,000 | 38,893,000 | 40,725,000 | 1,745,000 | 1,542,000 |
| April | 36,824,000 | 40,784,000 | 33,884,000 | 39,290,000 | 1,618,000 | 2,105,000 |
| May | 40,240,000 | 43,744,000 | 38,370,000 | 41,634,000 | 1,754,000 | 1,732,000 |
| June | 41,868,000 | 49,688,000 | 41,534,000 | 46,477,000 | 2,310,000 | 1,876,000 |
| July | 41,277,000 | 52,189,000 | 37,083,000 | 43,980,000 | 2,216,000 | 2,057,000 |
| August | 41,673,000 | 46,456,000 | 42,414,000 | 45,656,000 | 1,900,000 | 1,839,000 |
| September | 39,450,000 | 43,768,000 | 41,685,000 | 45,250,000 | 1,769,000 | 1,849,000 |
| October | 39,856,000 | 44,027,000 | 43,805,000 | 48,156,000 | 1,658,000 | 1,950,000 |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 395,959,000 | 447,049,000 | 389,683,000 | 436,061,000 | | |

| 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 | 25,221,000 | 33,337,000 | 0.55 | 2.43 |
| February | 23,957,000 | 26,577,000 | 23,196,000 | 27,663,000 | 0.64 | 1.34 |
| March | 25,438,000 | 30,379,000 | 26,255,000 | 29,882,000 | 4.07 | 2.69 |
| April | 25,232,000 | 30,654,000 | 23,309,000 | 32,828,000 | 1.96 | 6.80 |
| May | 27,412,000 | 30,376,000 | 26,366,000 | 34,190,000 | 3.04 | 3.62 |
| June | 26,768,000 | 29,147,000 | 28,445,000 | 34,688,000 | 5.64 | 7.55 |
| July | 27,893,000 | 31,955,000 | 25,129,000 | 40,536,000 | 4.77 | 6.60 |
| August | 26,931,000 | 32,189,000 | 26,215,000 | 36,658,000 | 5.80 | 3.99 |
| September | 25,044,000 | 31,080,000 | 26,103,000 | 31,442,000 | 4.34 | 0.77 |
| October | 25,965,000 | 31,129,000 | 25,670,000 | 31,884,000 | 3.72 | 4.82 |
| November | | | | | | |
| December | | | | | | |
| TOTAL | 261,199,000 | 302,611,000 | 255,909,000 | 333,108,000 | 34.53 | 40.61 |

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 | 12,379,222 | 12,812,545 | 23,731 | 23,662 |
| February | 11,135,691 | 11,327,318 | 10,691,419 | 10,759,773 | 21,504 | 21,934 |
| March | 10,581,639 | 10,809,478 | 11,785,378 | 11,607,813 | 20,668 | 20,399 |
| April | 9,868,197 | 10,133,681 | 9,553,672 | 10,048,660 | 18,242 | 18,091 |
| May | 10,526,624 | 10,568,931 | 10,496,558 | 10,622,971 | 20,689 | 21,934 |
| June | 12,461,104 | 12,841,397 | 12,732,532 | 12,662,125 | 29,731 | 32,720 |
| July | 13,984,983 | 14,358,016 | 13,227,532 | 13,912,583 | 32,378 | 30,828 |
| August | 14,391,132 | 14,795,716 | 12,322,240 | 12,624,031 | 32,246 | 28,159 |
| September | 11,540,407 | 11,943,908 | 11,483,233 | 11,758,812 | 29,604 | 30,090 |
| October | 10,639,943 | 10,889,183 | 10,827,374 | 11,031,229 | 20,386 | 21,423 |
| November | 10,599,512 | 10,805,303 | 10,882,928 | 11,106,960 | 20,685 | 20,487 |
| December | | | | | | |
| TOTAL | 128,163,248 | 131,089,222 | 126,382,088 | 128,947,502 | | |

| 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 | 37,110,000 | 43,748,000 | 1,642,000 | 1,629,000 |
| February | 37,426,000 | 40,703,000 | 34,905,000 | 41,145,000 | 1,877,000 | 1,780,000 |
| March | 38,688,000 | 42,714,000 | 38,893,000 | 40,725,000 | 1,745,000 | 1,542,000 |
| April | 36,824,000 | 40,784,000 | 33,884,000 | 39,290,000 | 1,618,000 | 2,105,000 |
| May | 40,240,000 | 43,744,000 | 38,370,000 | 41,634,000 | 1,754,000 | 1,732,000 |
| June | 41,868,000 | 49,688,000 | 41,534,000 | 46,477,000 | 2,310,000 | 1,876,000 |
| July | 41,277,000 | 52,189,000 | 37,083,000 | 43,980,000 | 2,216,000 | 2,057,000 |
| August | 41,673,000 | 46,456,000 | 42,414,000 | 45,656,000 | 1,900,000 | 1,839,000 |
| September | 39,450,000 | 43,768,000 | 41,685,000 | 45,250,000 | 1,769,000 | 1,849,000 |
| October | 39,856,000 | 44,027,000 | 43,903,000 | 48,156,000 | 1,658,000 | 1,950,000 |
| November | 38,473,000 | 43,472,000 | 36,919,000 | 40,842,000 | 1,762,000 | 1,579,000 |
| December | | | | | | |
| TOTAL | 434,432,000 | 490,521,000 | 426,700,000 | 476,903,000 | | |

| 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 | 25,221,000 | 33,337,000 | 0.55 | 2.43 |
| February | 23,957,000 | 26,577,000 | 23,196,000 | 27,663,000 | 0.64 | 1.34 |
| March | 25,438,000 | 30,379,000 | 26,255,000 | 29,882,000 | 4.07 | 2.69 |
| April | 25,232,000 | 30,654,000 | 23,309,000 | 32,828,000 | 1.96 | 6.80 |
| May | 27,412,000 | 30,376,000 | 26,366,000 | 34,190,000 | 3.04 | 3.62 |
| June | 26,768,000 | 29,147,000 | 28,445,000 | 34,688,000 | 5.64 | 7.55 |
| July | 27,893,000 | 31,955,000 | 25,129,000 | 40,536,000 | 4.77 | 6.60 |
| August | 26,931,000 | 32,189,000 | 26,215,000 | 36,658,000 | 5.80 | 3.99 |
| September | 25,044,000 | 31,080,000 | 26,103,000 | 31,442,000 | 4.34 | 0.77 |
| October | 25,965,000 | 31,129,000 | 25,768,000 | 31,884,000 | 3.72 | 4.82 |
| November | 24,467,000 | 29,212,000 | 24,296,000 | 28,080,000 | 2.80 | 1.16 |
| December | | | | | | |
| TOTAL | 285,666,000 | 331,823,000 | 280,303,000 | 361,188,000 | 37.33 | 41.77 |



Stoughton Utilities Activities Report October 2017

Administration

Robert P. Kardasz, P.E.
Utilities Director

During October, the Utilities Director participated in a Utilities Committee meeting, a Finance Committee meeting, meetings of the Stoughton Common Council and Committee of the Whole, and a Tree Commission meeting. Internal meetings included several meetings regarding the 2018 budget, an accident investigation meeting, a Claims Review Committee meeting, meetings regarding the West Electric Substation, and a Public Works Building review meeting,

In addition, he also hosted a Leadership Team meeting, provided wastewater treatment facility tours for the high school environmental studies classes and the Utilities Committee, and participated in a potential TIF effort conference call.

Also during October, the Utilities Director attended lockout tag out safety training, CVMIC supervisory training, a Municipal Electric Utilities of Wisconsin District meeting, the City of Stoughton Fun Night, and our annual Public Power Customer Appreciation celebration. He also accepted the retirement notice from Donald Hanson, who will be retiring in 2018 after 41 years as an Electric Line Journeyman.

Technical Operations Division

Brian R. Hoops
Assistant Utilities Director

Customer Payments: Staff processed 9,135 payments totaling \$1.79 million, including 1,716 checks, 1,958 lockbox payments, 1,096 credit cards, 1,359 My Account online payments, 2,040 automated bank withdrawals, 733 direct bank payments, and \$25,700 in cash.

Delinquent Collections: As of October 1, there were 1,742 active accounts carrying delinquent balances totaling over \$280,100, and 135 final-billed accounts carrying delinquent balances totaling over \$23,900. Of the total amount delinquent, \$49,700 was 30 or more days past due.

- Throughout the month of October, we mailed out 10-day notices of pending disconnection to 780 customers with delinquent balances.
- On October 23, we delivered automated phone calls to 390 customers providing a 48-hour notice of pending service disconnection.
- On October 24, we delivered automated phone calls to 207 customers providing a 24-hour final notice of pending service disconnection.
- On October 25, we disconnected electric service to 26 customers that remained delinquent. Of those, one remains disconnected due to continued non-payment.

We ended the month of October with \$40,211 remaining 30 or more days past-due. For comparison, 30+ day delinquencies are 28% lower than this time last year (\$55,846).

November 1 marks the beginning of the cold weather moratorium on electric service disconnections. From now through April 15 of next year, SU is prohibited from disconnecting the electric service of any residential customer whose primary heating source requires electricity. Throughout the winter we will continue to

disconnect electric services of non-residential properties and apartments that receive central heat paid by the landlord. Water service disconnections will be considered for accounts that become severely delinquent.

Delinquent Collections – Tax Roll: October 1 marked the beginning of the annual tax roll process. As of this date, all delinquent balances were considered to be liens against the properties serviced. On October 15, staff mailed notices to 79 property owners for 116 delinquent tenant accounts. A total of \$23,067 was owed. This amount is down 32% compared to 2016.

Property owners have until November 1 to make payment, on which date a 10% penalty will be applied. If the amount remains unpaid on November 15, it will be submitted to the City Treasurer to be placed on the property tax roll.

Energy Assistance: During the month of October, energy assistance (EA) payments for two customers totaling \$260 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.

The Public Benefits Program has begun to accept customer applications for energy assistance for the 2017-18 heating season, and staff has been busy providing EA staff with the customer electric usage data used to calculate the customer's benefit. Payments will begin being dispersed by the state and will be reflected on customer's November billing statements.

Energy Efficiency Incentive Programs: Customers have through the end of November to submit their completed forms and receipts to be eligible for the Smart Thermostat and ENERGY STAR Appliances bill credit incentive programs. All documentation must be received by December 1 to receive the incentive.

GIS Network Model: Work continued on the planning for the creation of our GIS network model for the electric distribution system. Representatives from ESRI met with SU staff to discuss the soon to be released Utility Network model. Staff continued to discuss our networking options with an outside consulting engineering firm to formulate a development roadmap and an analysis of existing SU data.

LED Holiday Light Exchange: Staff has been working throughout the month to prepare for this year's annual LED holiday light exchange. Customers who turn in their older incandescent holiday lights for recycling will receive a free strand of energy efficient LED holiday lights.

Along with the light exchange, customers who bring in nonperishable food items to donate to the Stoughton Food Pantry will also receive an indoor or outdoor holiday light timer to use along with their new lights to help save even more money during the holiday season.

Marketing Toolkit: Staff has been collaborating with WPPI Energy's marketing staff as they work to redesign the marketing materials used for customer communications. 2018 will bring a new design to billing inserts, website images, newspaper advertisements, and other promotional materials.

Through WPPI energy, we have also been begun advertising local public power and Stoughton Utilities during radio broadcasts of Wisconsin Badger hockey games, and in UW Varsity online and print magazines. During 2018 we'll continue to look for new ways to communicate ongoing programs and offers to our customers, in hopes to enhance our traditional marketing efforts.

Public Power Customer Appreciation Day: Each year, Stoughton Utilities holds an annual Public Power Week event that highlights the benefits that public power brings to our customers, and to thank them for supporting their locally owned utility. This year, staff celebrated with a customer appreciation day on October 5, providing customers with free LED light bulbs, a variety of treats, and the chance to win a new energy efficient freezer.

SCADA Infrastructure and Software Upgrade Project: Work continued on the electric SCADA upgrade project. The software upgrade is complete, including all major diagram designs and database configuration. Progress has slowed as we continue to wait for the arrival of the preassembled substation equipment panels, which contains the hardware required to communicate with the substation equipment.

The project has been significantly delayed due to a longer than anticipated lead-times by the hardware providers and the company selected to perform the panel assembly in the substation cabinets.

Training and Meetings: Brian participated in a MEUW Territorial Law Seminar, a MEUW District Meeting, a WPPI Member Services Advisory Group (MSAG) meeting, a WPPI Executive Committee meeting, and a Utilities Committee meeting, as well as the City Fun Night, Public Power Customer Appreciation Day, an ESRI software and services presentation, and numerous meetings regarding ongoing and planned 2018 projects.

Carol attended a Collections Law seminar, which discussed the many complex legal issues surrounding delinquent account collections, including estates, the Fair Debt Collection Practices Act, bankruptcy law, and more.

Electric, Metering, Planning, and Water Divisions

Sean O Grady

Utilities Operations Superintendent

Asplundh Tree Expert Company: Two tree trimming crews finished work on our 2017 line clearance contract this month. The final areas trimmed included Halverson Road, US Highway 51 N, and a single-phase tap-line behind Fox Prairie School. Many of these lines were not accessible by conventional bucket truck, and the trimmers had to climb the trees to trim the branches from around the primary wires.

Don Hanson: After a career spanning over four decades, Lead Journeyman Lineman Don Hanson will be retiring from Stoughton Utilities on January 2, 2018. We wish Don well in his future endeavors; we will certainly miss his dedication, knowledge, professionalism, and the service provided to staff and our customers.

Electric Service Installations: During the month of October, we installed five temporary construction services, three service installations for new construction, and three overhead service upgrades.

KPW Lot No. 7: Preliminary electric estimates have been provided to the developer for two of the five commercial buildings that are proposed to be constructed on this lot. The building contractor has already begun construction on the first building.

Overhead to Underground Reconstruction Projects: Our underground contractor recently completed the installation of new cable and cabinets along the rear lot line of a section of Roby Road. Our crews have been terminating cables and switching customers over to the new underground system. We should have the old system wrecked out and the project completed by the first full week in November.

Pick N Save Fuel Center: We have been working with the developer on options to provide electric service to the new fueling building, as well as reviewing and commenting on sanitary sewer and water lateral connections.

Stormwater Wet Basin: Approximately 750,000 gallons of treated water from a fire hydrant was pumped into the new 1.3 million gallon wet basin located behind NAFA's new building on Williams Dr. The clay liner needed water in order to maintain the integrity of the material, or you risk having the liner crack and fail before the first significant rain event. The wet portion of the basin will always have approximately five feet of standing water.

Sundt Lane Area: Last winter, we experienced several underground cable and equipment failures during some of the coldest weather of the year. To improve power quality and restoration response time, we installed a section of new underground primary cable within existing easements. This new cable creates a loop, and the ability for us to serve customers from multiple sources, thus eliminating a single point of failure.

Tru by Hilton Hotel: This project is scheduled to begin next month, with Stevens Construction as the general contractor. The electrical equipment is scheduled for installation in March of 2018. The banquet facility has been put on hold.

UCMR4: The US Environmental Protection Agency (EPA) recently issued the next round of unregulated contaminant monitoring requirements for communities with populations of 10,001 people or more. This two-year monitoring and sampling commitment will cost our water rate payers \$10,000 annually.

Well House Meters: Our four production well house meters were tested this month by Midwest Meters. Each meter passed all tests without requiring calibration or maintenance.

West Substation: We broke ground this month with driveway grading and installation, substation site grading, and silt fencing.

Wastewater Division

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

The wastewater treatment facility processed an average daily flow of 1.131 million gallons with a monthly total of 35.048 million gallons. Total precipitation for the month of September was 4.82 inches.

2018 Sanitary Sewer Projects: We continue to work with our consulting engineers on planning efforts for underground reconstruction projects scheduled for next year.

Miscellaneous Projects: The pump at the Barberry lift station pump failed, and staff was able to utilize an extra pump as a replacement. An air compressor at the plant failed, and was returned to service after manufacturer servicing. Staff has been painting plant equipment and replacing digester gas safety equipment.

Sanitary Sewer Municipal Code Changes: Working with our engineering consultants, we finalized new language for our City of Stoughton sewer use ordinances. Changes to the ordinance largely focus on our grease trap program and other updates to conform to the CMOM requirements. We will have the attorney review the changes before forwarding them to the Utilities Committee and Stoughton City Council for approval in early 2018.

Plant Tour: A tour of the Wastewater Treatment Facility was provided to 30 students from the Environmental Sciences class at the Stoughton High School. The students asked numerous questions about the treatment process and career opportunities in the wastewater treatment field.

Screw Pump Paint Failure: The paint on both screw pumps has failed after just four years in service. I am working with our consulting engineers and the manufacturer on this issue.

Sewer Cleaning Machine: We have been experiencing mechanical issues with our Jet-Vac sewer-cleaning machine, which has been out of service for most of the month. We have funds budgeted for 2018 to purchase a replacement vehicle, which we expect to be onsite in early spring. In the meantime, we have been working with the mechanic at the Department of Public Works to address maintenance and repairs.

Sewer System Maintenance: Staff has been flushing and televising the sanitary sewer collection system, which will be completed for the season shortly. Throughout the winter months, we will continue to televise the sanitary sewer system, and clean and repair as necessary.

Sludge Hauling: I have been working with several area farmers on maintaining the sites we use for our sludge disposal program. We have been notified several times by the Wisconsin Department of Natural Resources (DNR) that the Madison Metropolitan Sewer District (MMSD) has been contacting the farmers we have negotiated agreements with and are requesting they turn their fields over to MMSD. In order for this to occur, we must sign off on the transfer.

Staff Training: I attended the Water Environment Federation's Annual Technical Exhibition and Conference (WEFTEC) in Chicago, which is the largest conference of its kind in North America, and is attended by water quality professionals from around the world.

The Wisconsin Wastewater Operators' Association (WWOA) Annual Conference was held in Middleton this year, and we had four certified wastewater operators attend. Staff has also completed miscellaneous safety training throughout the month.

Treatment challenges: We continue to receive high-strength wastes from a local industry that is causing disruptions at the treatment plant. We are looking into new sampling equipment that we can deploy into the collection system to determine where the waste is coming from.

Winterizing: Staff has been busy winterizing equipment throughout the treatment facility in preparation for the cold winter months. We've installed air diffusers in the primary clarifiers this year in an effort to eliminate freezing in these tanks.

WPDES Permit: The Wisconsin DNR has issued the draft version of our reissued permit. We have several concerns with the draft permit, and we continue to work with our consulting engineer on the proposed limits and language. Our initial response was submitted to the DNR, and a meeting occurred with our consulting engineer and the DNR to discuss the response and our comments. The new permit is scheduled to go into effect January 1, 2018.

Finance

Jamin Friedl, CPA

Stoughton Utilities Finance Manager

Accomplishments:

- Presented the draft 2018 Utility budget to the Committee of the Whole.
- Began water rate study revenue requirement.
- Processed A/P, A/R, CCER, payroll and treasury management approvals; tracked investment sales/purchases and income; and completed the monthly account reconciliation, work order closings, reporting and billing statistics for September 2017.

In Progress:

- Continue to work with the Department of Human Resources and Risk Management to finalize the scope for a payroll consolidation study requested by the Personnel Committee.
- Complete monthly account reconciliation and reporting for October 2017, and an analytical review comparing YTD 2017 to YTD 2016.
- Complete water rate study revenue requirement.

During the month of October, I participated in meetings of the Stoughton Committee of the Whole and Utilities Committee, attended a Leadership Team meeting, attended a Utility University course organized by Baker Tilly, and participated in a Leadership Stoughton course.

Energy Services Section of the Planning Division

Cory Neeley

Stoughton Utilities and WPPI Energy Services Representative (ESR)

- We are assisting one of our largest industrial customers with a study grant for a project that, if implemented, should help to not only save the customer thousands of dollars in energy costs due to increased energy efficiency, but also reduce the smell in the downtown area.

- I attended the Member Services Advisory Group (MSAG) meeting at WPPI Energy to give a presentation on the tunable lighting project that we completed this year at Fox Prairie Elementary and the High School. The group members were impressed with our technology.
- In partnership with Focus on Energy, we will be sending a direct mailing to utility customers to continue to promote Smart Thermostats and the available incentives. This mailing will be coordinated and paid for by Focus on Energy.
- I continue to meet with residential customers regularly to discuss high bill concerns and to review their home to provide energy efficiency tips to help reduce their costs.

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
- b. Lockout / Tagout
- c. Confined Spaces – Classroom
- d. Confined Spaces – Field
- e. Bloodborne Pathogen training for office staff
- f. Emergency Action Plan training for office staff

2. Audits/Inspections

- a. Field inspection: STH 138 overhead reconstruction
- b. Utility walkthrough – General inspection
- c. WTP walkthrough – General inspection
- d. Fork truck inspections
- e. WWTP harness inspections
- f. Tripod inspection

3. Compliance/Risk Management

- a. Confined space written program – Annual review
- b. Updated confined space assessments
 - i. Complete Nordic Ridge lift station
- c. SDS management

GOALS AND OBJECTIVES

1. Training

- a. Weekly safety manual review
- b. Fall protection
- c. Fire extinguisher – Field and office

2. Audits/Inspections

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

3. Compliance/Risk Management

- a. Sling inspections – Work with Bryce
- b. Ladder inspections – Work with Bryce
- c. PPE hazard assessments
- d. SDS management and updates
- e. SharePoint
- f. Organize folders and training records

Regional Safety Coordinator was at Stoughton Utilities on October 3rd, 10th, 17th, and 31st.

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 Activities Report November 2017

Administration

Robert P. Kardasz, P.E.
Utilities Director

During November, the Utilities Director participated in meetings of the Stoughton Common Council, the Risk Management Committee, and the Leadership Team. Internal meetings included several meetings regarding the 2018 budget and projects, a meeting with our engineering consultants, and meetings regarding potential and former TIF projects, a white-water recreation project, and the West Electric Substation.

In addition, he also provided tours of the wastewater treatment facility and Mandt Park for a member of the Redevelopment Authority, participated in fire suppression safety training, and accepted the resignation from an Apprentice Lineman.

Technical Operations Division

Brian R. Hoops
Assistant Utilities Director

Customer Payments: Staff processed 8,875 payments totaling \$1.68 million, including 1,622 checks, 1,863 lockbox payments, 1,016 credit cards, 1,230 *My Account* online payments, 2,047 automated bank withdrawals, 747 direct bank payments, and \$10,400 in cash.

Delinquent Collections: As of November 1, there were 1,684 active accounts carrying delinquent balances totaling nearly \$259,700, and 101 final-billed accounts carrying delinquent balances totaling over \$6,700. Of the total amount delinquent, \$40,200 was 30 or more days past due.

- Throughout the month of November, we mailed out 10-day notices of pending disconnection to 48 delinquent commercial customers and residential customers with water or wastewater services. An additional 573 past-due notices were mailed to residential customers that have only electric service.
- On November 20, we delivered automated phone calls to 15 commercial customers providing a 24-hour final notice of pending electric service disconnection.

An additional six automated phone calls were delivered to residential customers providing a 24-hour final notice of pending water service disconnection.

- No service disconnections were performed due to delinquent balances during the month of November

We ended the month of November with \$65,700 remaining 30 or more days past-due. For comparison, 30+ day delinquencies are 5% lower than this time last year (\$69,000).

Delinquent Collections – Tax Roll: November 15 marked the end of the annual tax roll process. As of that date, all delinquent account liens that existed as of October 1 and remained unpaid were submitted to the City Treasurer for placement on the property owner's property taxes.

A total of \$14,190 was submitted to the Treasurer, which is down 44% from 2016. A total of 65 delinquent accounts from 40 unique property owners were cleared.

Energy Assistance: During the month of November, energy assistance (EA) payments for 214 customers totaling \$45,890 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.

The Public Benefits Program will continue to accept customer applications for energy assistance for the 2017-18 heating season through next May, and staff has been busy providing EA staff with the customer electric usage data used to calculate the customer's benefit.

Information Technology: As the year comes to a close, numerous licenses are coming due for renewal. In November, license agreements were renewed for our mobile file administration program, and mobile printing server.

Our SCADA control room received a makeover, as the single large plasma display was removed and replaced with four smaller wall-mounted LED displays. This new setup provides dual-monitor displays for both the electric and water SCADAs, and allows operators of each to work simultaneously. It also conserves a lot of power and reduces a lot of heat output from the older plasma.

Several modifications were made to our desktop credit card application, including additional security features, and the addition of new automation tools for staff to use to maintain customer accounts.

LED Holiday Light Exchange: Customers took advantage of our annual LED holiday light exchange throughout the month. Customers who turn in their older incandescent holiday lights for recycling will receive a free strand of energy efficient LED holiday lights. As in past years, this incentive remains very popular with customers, and the customer demand remained steady throughout the month.

Along with the light exchange, customers who bring in one or more nonperishable food items to donate to the Stoughton Food Pantry will also receive an indoor or outdoor holiday light timer to use along with their new lights to help save even more money during the holiday season.

This promotion will continue through the holidays, or while supplies last.

Marketing and Customer Outreach: Customer Service Technician Brandi Yungen designed a postcard that advertised our Energy Assistance program, and completed a mailing targeting neighborhoods and housing units that have high populations of senior customers.

We have been working with the Senior Center to begin advertising in their newsletters. Our advertising will change seasonally to provide information about programs that may be relevant to that age demographic.

We are working with the Chamber of Commerce and Greater Madison InBusiness magazine to place an advertisement in an upcoming supplement that showcases why Stoughton is a great community to live. This advertisement will tout the advantages of having a community-owned, non-profit Public Power utility.

We met at the end of the month to review the community relations, economic development, and energy efficiency program funds remaining for 2017, and to develop a plan for 2018.

SCADA Infrastructure and Software Upgrade Project: Work continued on the electric SCADA upgrade project. The software upgrade is complete, including all major diagram designs and database configuration. Progress has slowed as we continue to wait for the arrival of the preassembled substation equipment panels, which contains the hardware required to communicate with the substation equipment.

The project has been significantly delayed due to a longer than anticipated lead-times by the hardware providers and the company selected to perform the panel assembly in the substation cabinets.

The panel for the East substation arrived in late-November and was transported to and mounted in the substation control facility by Stoughton staff. Outside contractors will be onsite in early December to complete underground and cabling work, all fiber and control wire connections, and commissioning.

Stoughton Utilities staff will be reconfiguring our wireless network and access control panels in December to accommodate the new network configuration and begin communicating with the panel at the East substation.

Training and Meetings: Brandi participated in the Building Community Connections workshop at WPPI Energy. This annual workshop brings customer service and marketing employees together from numerous

communities to discuss customer outreach efforts, and to share ideas. Brandi also participated in an APPA Customer Engagement webinar that discussed using online customer engagement strategies to improve customer satisfaction and program participation.

Brian attended a Focus on Energy check presentation to Thermal Design for their recent rooftop solar panel installation. Brian also participated in numerous internal meetings on projects, operations, and community relations, and a City Council meeting.

All employees received safety training on proper fire extinguisher use, including a hands-on simulation where staff used a modified fire extinguisher to attempt to extinguish a simulated fire.

Electric, Metering, Planning, and Water Divisions

Sean O Grady
Utilities Operations Superintendent

Digger-Derrick: We took delivery of our new truck. This truck is larger than our previous digger-derrick and is capable of picking and setting some of the larger three-phase padmount transformers that are used at our industrial and commercial services.

Electric Service Installations: During the month of November, we installed two temporary construction services, seven service installations for new construction, three overhead service upgrades, and one service repair.

Harding Street Water Main Leak: Crews repaired a hole that had formed on a section of deteriorating pipe. This section of pipe is in an area that has experienced numerous issues in recent years, is scheduled for replacement in 2022.

Mill-Fab Property: Staff is working with the demolition crews to identify underground facilities, including both those that remain in service as well as those that have been abandoned. Temporary bulk water service will be provided to the demolition crew during the first phase, which is currently scheduled for the first week in December.

Overhead to Underground Reconstruction Projects: Electric line crews wrapped up the remaining items to complete the final overhead to underground reconstruction project for this year. Final grading and seeding will take place in the spring of 2018.

Secondary Extensions: We installed two new underground secondary cable extensions on Lake Kegonsa Rd. These new extensions will serve three new home construction sites.

South Substation: New voltage regulator controls were installed as part of our electric SCADA system replacement project. The in-service date for this project will be the first quarter of next year.

STH 138 South Overhead Pole Line Reconstruction Project: Crews are scheduled to complete all remaining items for this project in early December. This was the third segment of seven to reconstruct the line out to Hogie Rd., with the remaining four segments to be completed in 2018. The line upgrade provides the ability to transfer loads between the South and West Substation from multiple directions without affecting customer service.

Water System Modeling and Insurance Services Office Flows: Staff is currently working with our consulting engineers to update our water system model. This information is used by plumbers, engineering firms, and insurance carriers when preparing plumbing and fire protection services to their clients. This information is also helpful in reducing insurance premiums related to fire protection.

Well No. 4: We are currently working on plans and specifications to replace the MCC and wiring inside the pump station, which date back to the construction of the well. The corrosive environment created by the water treatment chemicals have caused the wires and equipment to deteriorate beyond safe and reliable operation.

Well No. 7: CTW Corporation pulled the well as part of our planned maintenance. If everything is in good shape and only minor replacement parts are needed, the well will be back in service within two weeks.

West Substation: Construction is progressing as scheduled, and the fence posts are in, concrete foundations have been poured, and the underground conduits within the substation footprint have been installed. Crews are currently working on construction of the grounding grid.

Wastewater Division

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

The wastewater treatment facility processed an average daily flow of 1.023 million gallons with a monthly total of 30.687 million gallons. Total precipitation for the month of November was 1.16 inches.

2018 Sanitary Sewer Projects: We continue to work with our consulting engineers on planning efforts for underground reconstruction projects scheduled for next year. This month staff completed locating sewer laterals and performing spot repairs.

Sanitary Sewer Municipal Code Changes: Working with our engineering consultants, we finalized new language for our City of Stoughton sewer use ordinances. Changes to the ordinance largely focus on our grease trap program and other updates to conform to the CMOM requirements. The City Attorney is currently reviewing the changes. Once the attorney's review is complete, we will forward the revisions to the Utilities Committee and Stoughton City Council for approval in early 2018.

Sewer Cleaning Machine: We have funds budgeted for 2018 to purchase a replacement Jet-Vac vehicle, and we have been working with vendors to develop vehicle specifications and a request for proposal. We hope to have a new truck onsite by early spring.

Sewer System Maintenance: Staff has been flushing and televising the sanitary sewer collection system, and completed system maintenance for the season. Throughout the winter months, we will continue to televise the sanitary sewer system, and clean and repair as necessary.

Sludge Hauling: I have been working to complete our sludge hauling records for 2017. The Wisconsin Department of Natural Resources (DNR) requires a significant amount of operational documentation.

Sludge Heat Exchanger: Staff used a new approach to clean this equipment, which cleans the heat tubes using water from our jet-vac. This revised process eliminates the dust particles, as well as cuts the cleaning time in half.

Staff Updates: Phil Zweep has successfully passed all the certification exams required by the Wisconsin DNR on his path to become an Advanced Certified Wastewater Operator. This certification requires significant on-the-job experience, and Phil will be eligible to take the final certification exam in 2021.

Mark Bakken entered the on-call rotation, and successfully completed his first week of on-call standby duties.

Treatment challenges: We continue to receive high-strength wastes from a local industry that is causing disruptions at the treatment plant. We are looking into new sampling equipment that we can deploy into the collection system to determine where the waste is coming from.

Waste gas line: We replaced a large gas backflow preventer in our waste burner operation.

WPDES Permit: The Wisconsin DNR has issued the draft version of our reissued permit. We have several concerns with the draft permit, and we continue to work with our consulting engineer on the proposed limits and language.

We are now waiting for the permit to enter the 30-day public comment period, at which time staff and our consulting engineers will provide comment and request language and limit modifications as needed.

Finance

Jamin Friedl, CPA
Stoughton Utilities Finance Manager

Accomplishments:

- The Stoughton Utilities 2018 operating budget and five-year Capital Improvement Plan was passed by the City Council on November 14.
- Working with Associated Bank, I have negotiated an increase on the interest rate of our money market account. The rate is increasing from 0.3% APR to 1.2% APR.
- An analytical review comparing YTD 2017 to YTD 2016 was completed.
- Processed A/P, A/R, CCER, payroll and treasury management approvals; tracked investment sales/purchases and income; and completed the monthly account reconciliation, work order closings, reporting and billing statistics for October 2017.

In Progress:

- Work continues on the water rate study revenue requirement.
- Continue to work with the Department of Human Resources and Risk Management to finalize the scope for a payroll consolidation study requested by the Personnel Committee.
- Complete monthly account reconciliation and reporting for November 2017.
- Preparation for the upcoming preliminary audit fieldwork.

During the month of November, I attended a Leadership Team meeting, a meeting of the City Council, and participated in a Leadership Stoughton course.

Energy Services Section of the Planning Division

Cory Neeley
Stoughton Utilities and WPPI Energy Services Representative (ESR)

- I made an APPA/DEED webinar presentation on our tunable lighting project that was installed in several classrooms. The webinar was well attended, with participants from across the country, and was great exposure for the utility and our partnership with the Stoughton Area School District.
- I sent out a notification of a training opportunity for our large energy users to learn more about submetering. One of our largest customers will be participating.
- Stoughton Hospital has completed their controls study, and we should be getting information from them about the results next month. Once the results have been analyzed, the utility will work with them to provide financial incentives to assist them in implementing possible energy saving upgrades.
- I met with B&G foods and Focus on Energy to review the facilities and operations, and to discuss several energy efficiency projects that they are considering.
- We are wrapping up our 2017 Smart Thermostat and Energy Star Appliance programs. We have had good participation in both programs, with 54 customers purchasing new Energy Star appliances and 25 customers purchasing new Smart Thermostats.
- I have been helping the Parks and Recreation Department to obtain information on a new solar installation at the Nordic Ridge Park currently under construction. We hope to complete the competitive bidding process in December, and to submit the funding request from WPPI Energy.

Safety Services Section of the Planning Division

ACCOMPLISHMENTS

1. Training

- a. Weekly safety manual review
- b. Fire extinguisher training

2. Audits/Inspections

- a. Field inspection: Water main break
- b. Utility walkthrough – General inspection
- c. WWTP walkthrough – General inspection
- d. PPE hazard assessments – Awaiting signatures for completion
- e. Safety supplies
- f. Flammable cabinets

3. Compliance/Risk Management

- a. Stoughton Utilities general safety rules – Annual review
- b. SDS management
- c. Incident reviews for two slip/trip/falls and one pinched finger.

GOALS AND OBJECTIVES

1. Training

- a. Weekly safety manual review
- b. Fall protection
- c. Makeup training

2. Audits/Inspections

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

3. Compliance/Risk Management

- a. Sling inspections – Work with Bryce
- b. Ladder inspections – Work with Bryce
- c. SDS management and updates
- d. SharePoint
- e. Organize folders and training records

Regional Safety Coordinator was at Stoughton Utilities on November 7th, 16th, and 21st.

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 Activities Report December 2017

Administration

Robert P. Kardasz, P.E.
Utilities Director

During December, the Utilities Director participated in meetings of the Stoughton Common Council, City Leadership Team, and the WPPI Energy Board of Directors. Additional meetings were held with our engineering consultants for future construction planning and internal meetings regarding existing and potential customers.

On December 17, Stoughton Utilities assumed ownership of the photovoltaic solar energy array that is located on the south side of the Stoughton Utilities Administration Building. This solar array was installed ten years ago, and originally funded by WPPI Energy as part of the Community-Based Renewable Project Development Program. Since construction, WPPI Energy retained ownership of the array and all power generation, selling the generation back to SU at the wholesale rate. Going forward, all energy produced will be owned by SU, and used to offset our facility's electric consumption.

In December, Stoughton Utilities welcomed Tony Wieczorek as a new Journeyman Lineman. Tony comes to us with 23 years of lineman experience from Waunakee Utilities.

Technical Operations Division

Brian R. Hoops
Assistant Utilities Director

Customer Payments: Staff processed 8,597 payments totaling \$1.45 million, including 1,536 checks, 1,817 lockbox payments, 1,011 credit cards, 1,298 *My Account* online payments, 2,053 automated bank withdrawals, 708 direct bank payments, and \$14,400 in cash.

Delinquent Collections: As of December 1, there were 1,849 active accounts carrying delinquent balances totaling nearly \$281,700, and 67 final-billed accounts carrying delinquent balances totaling over \$8,500. Of the total amount delinquent, \$65,700 was 30 or more days past due.

- Throughout the month of December, we mailed out 10-day notices of pending disconnection to 99 delinquent commercial customers and residential customers with water or wastewater services. An additional 740 past-due notices were mailed to residential customers that have only electric service.
- On December 20, we delivered automated phone calls to 13 commercial customers providing a 24-hour final notice of pending electric service disconnection. An additional 27 automated phone calls were delivered to residential customers providing a 24-hour final notice of pending water service disconnection.
- No delinquent service disconnections were performed during the month of December

We ended the month of December with \$87,300 remaining 30 or more days past-due. For comparison, 30+ day delinquencies are 17% lower than this time last year (\$105,600).

Energy Assistance: During the month of November, energy assistance (EA) payments for 30 customers totaling \$6,400 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.

The Public Benefits Program will continue to accept customer applications for energy assistance for the 2017-18 heating season through next May, and staff has been busy providing EA staff with the customer electric usage data used to calculate the customer's benefit.

Energy Efficiency Incentive Programs for 2018: Staff met to begin discussing customer incentives to promote energy efficiency in 2018. SU will be offering LED light bulb giveaways throughout the year to promote various programs, continuing our Smart Thermostat and Energy Star appliance incentives for a second year, focusing on increasing customer participation in our Renewable Energy program, and more.

Focus on Energy has not announced any significant changes to their 2018 incentive offerings, and we will continue to work with them to promote their separate Smart Thermostat rebate and free Simple Energy Efficiency packages.

LED Holiday Light Exchange: We wrapped up our annual LED Holiday Light Exchange and Food Drive. This year, the program distributed 414 strands of new energy efficient LED holiday lights and 306 holiday light timers, and collected a total of 630 pounds of non-perishable food items. Along with the collected food, Stoughton Utilities also donated \$850 to the Stoughton Food Pantry from our Community Contributions fund.

As in past years, this incentive remains very popular with customers, and customer demand remained steady throughout the holiday season. We received a lot of positive feedback from both participating customers as well as the Stoughton Food Pantry.

Marketing and Customer Outreach Goals for 2018: Staff met to begin discussing our promotional plans for 2018. Our goal is to increase customer participation in our energy efficiency incentives, participation in programs such as Renewable Energy and Round-UP, applications for our annual scholarship, and attendance at our public events. An outline was prepared for advertising in the local newspaper, special supplements to regional publications, the newsletters of local organizations, and inserts in our monthly billing statements. We will also increase the use of targeted mailings based on neighborhood demographics and past response rates.

All advertising materials for 2018 will have a new look, as we have refreshed our design template that is used for newspaper advertising and bill statement inserts.

Recalculation of Budget Billing Plan Payment Amounts: Customer Service Technician Brandi Yungen completed the biannual review of the payment amounts for customers enrolled in our Budget Billing Plan. These amounts are updated twice a year to reflect customer's current average usage in lieu of an annual true-up bill. Over 500 customer accounts were updated with a new payment amount.

SCADA Infrastructure and Software Upgrade Project: Work continued on the substation equipment portion of the electric SCADA upgrade project. Underground fiber optic cabling was completed at the south and north substations, and two of the new reclosers have been installed. The preassembled substation equipment panels arrived in December, and were delivered and installed at each substation. The existing wireless network was reprogrammed using the new IP addressing scheme, and network security firewalls were installed at each substation and at the master receiver.

We are expecting the remaining reclosers to be installed in January, as well as six new regulator control panels. Also in January, the firmware will be upgraded across the wireless network, and the existing access control devices will be reprogrammed to utilize the new wireless network.

Once all items are installed, the substation control hardware will be tested and commissioned. At that point, we will begin using the new SCADA software package that was installed earlier in the year to begin communications. Once communications are verified, configuration of reporting and trending, creation and

testing of alarms, and testing of real-time user control will be completed. It is expected that this project will wrap-up in early spring.

Tax Exemptions: Billing and Metering Specialist Erin Goldade completed our periodic review of all customer's tax exemptions. Every five years, we review the customers currently marked as tax exempt, and mail notifications requesting current exemption documentation. With energy sales, this not only includes non-profit organizations, government entities, and religious facilities, but also properties used for either agricultural or manufacturing purposes. Agricultural and manufacturing customers can be anywhere from 1% to 100% tax-exempt, depending upon the intended uses of their facilities.

After mailing several rounds of letters and requests, we received documentation back from all but seven of our previously exempt customers. The customers who did not respond will have their exemptions removed effective January 1.

Training and Meetings: Brian attended a meeting of the WPPI Energy Outage Management Taskforce and a meeting of the WPPI Board of Directors. He also participated in a WPPI Energy budget webinar, an internal meeting regarding the planned use of our community relations funds in 2018, an internal meeting regarding the planned reconstruction of Main Street in 2020, and an internal meeting regarding the design of metering and public utility improvements that are a part of the new Department of Public Works facility.

Shannon attended the annual Microsoft Dynamics Year-End Seminar hosted by WPPI Energy.

Electric, Metering, Planning, and Water Divisions

Sean O Grady

Utilities Operations Superintendent

Digger-Derrick: Our brand new digger-derrick that was delivered at the end of November was returned to the supplier for non-compliance with the construction specifications. The front-end winch and side scene lights were missing from the truck, and will be installed by the manufacturer before redelivery.

Electric Services Installations: During the month of December, we installed five temporary construction services, four service installations for new construction, three overhead service upgrades, and one service repair.

North Substation Recloser Upgrades: Two new reclosers were installed as part of the substation SCADA upgrade project. The remaining three reclosers will be replaced in February. Three new regulator control panels will also be installed at that time.

South Substation: We lost one of the two transformers after a squirrel grounded out on a lightning arrester while attempting to store a walnut under a piece of wildlife protection. Approximately 1,760 commercial and residential customers on the west side of the city were affected, and power was restored in less than a half hour. The damaged equipment was replaced and the substation transformer was placed back in service the following day.

Staffing: Tony Wiczorek, formally a lead lineman for Waunakee Utilities, has joined our Electric Line Division as a Journeyman Lineman. Also joining the division is Aaron Mattingly, a fourth year Apprentice Lineman and master electrician, coming to us from Evansville Utilities.

Water Main Breaks: December brought us not only frigid temperatures, but also numerous water main breaks as a result. Crews from our Water Division repaired four water main breaks during this month, with after-hours assistance provided by staff from the Wastewater Division.

Water System Modeling and Insurance Services Office Flows: Staff worked with representatives from our engineering consultant on flowing and pressure testing several fire hydrants located near the outer edges of our service territory. This information is used by the consultant to update our fire flow system

model. Fire flow data is used regularly by engineers, fire protection companies, plumbers, property owners, and SU staff when planning system improvements, new construction, or property owners looking to update building insurance policies.

Well No. 7 Pump Maintenance: CTW was onsite to pull the well, and found 17 sections of column pipes with excessive deterioration at the threads that required replacement. All repairs were made within the month, and the well was placed back into service with limited downtime. This well should now be good for another seven years before the next scheduled maintenance.

West Substation: Crews continue to work through the winter on construction of the new West Substation. The fence has been installed, the grounding grid is in and bonded, conduits have been installed inside the fenced area, and the foundations for the transformers and structure have been poured. We remain on schedule for energizing the substation in May of 2018.

Wastewater Division

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

The wastewater treatment facility processed an average daily flow of 0.974 million gallons with a monthly total of 30.190 million gallons. Total precipitation for the month of December was 0.67 inches.

2018 Sanitary Sewer Projects: We have completed locating sewer laterals and performing spot repairs in preparation for underground reconstruction projects scheduled for 2018. These projects will go out to bid shortly.

2020 Main Street Project: We continue to work on the scope for this project. Initial plans include water and sanitary sewer mains and laterals will be replaced in the initial stage of the project, along with limited stormwater sewer reconstruction. Once complete, the Wisconsin Department of Transportation coming in after to remove the surface unaffected by the utility project, and lay the new street surface.

Cold Temperatures: Staff has been assisting the water division when needed with repairs to water main breaks.

At the treatment facility, staff developed and constructed anti-freezing devices for some of the exposed tanks and equipment that were prone to freezing during the frigid weather. Our efforts during the summer and fall months to get these devices installed are already paying off, as we have not yet had a freeze-up, despite days and nights of subzero temperatures.

Plant maintenance: Staff has been working on maintenance and repairs of miscellaneous equipment throughout the plant. Staff has also been working on a backlog of routine work orders, and painting of pumps and pipes continues.

Sanitary Sewer Municipal Code Changes: Working with our engineering consultants, we finalized new language for our City of Stoughton sewer use ordinances. Changes to the ordinance largely focus on our grease trap program and other updates to conform to the CMOM requirements. The City Attorney is currently reviewing the changes. Once the attorney's review is complete, we will forward the revisions to the Utilities Committee and Stoughton City Council for approval in early 2018.

Sewer Cleaning Machine: We continue to work with our vendors to develop and review specifications for our new truck. Request for proposals have been sent and responses have been received. We expect the new truck onsite by early spring.

Sewer System Maintenance: Staff continues to televise the sewer collection system throughout the winter months, and clean and repair as necessary.

Treatment challenges: After months of receiving high-strength wastes from a local industry, treatment has returned to normal. Overall, despite a few challenges with industrial waste, treatment has been phenomenal for the past year, and has exceeded treatment results from past years.

Finance

Jamin Friedl, CPA
Stoughton Utilities Finance Manager

Accomplishments:

- Baker Tilly was onsite to complete preliminary audit fieldwork.
- Processed A/P, A/R, CCER, payroll and treasury management approvals; tracked investment sales/purchases and income; and completed the monthly account reconciliation, work order closings, reporting and billing statistics for November 2017.

In Progress:

- Work continues on the water rate study revenue requirement.
- Continue to work with the Department of Human Resources and Risk Management to finalize the scope for a payroll consolidation study requested by the Personnel Committee.
- Complete monthly account reconciliation and reporting for December 2017.
- Preparation for the upcoming 2017 financial audit. Baker Tilly will be onsite January 16-18, 2018.

During the month of December, I participated in a Leadership Stoughton course and attended a Microsoft Dynamics Year-End Seminar hosted by WPPI Energy.

Energy Services Section of the Planning Division

Cory Neeley
Stoughton Utilities and WPPI Energy Services Representative (ESR)

- We are waiting on a report for the emissions project that is being considered at one of our large industrial customers. There are some measurements and equipment readings that still need to be collected before the report can be finalized. We expect to complete this very early in 2018.
 - I met with the Stoughton Area School District's energy team to discuss the district's participation in DEET, and I provided them with information on our plans for supporting programs for 2018. We are looking to retrofit the final classroom in the elementary school, and extend our educational sponsorship opportunities to include Cool Choices and STEM Hero sponsorships.
 - I have been working to help the Stoughton Parks and Recreation Department evaluate their solar photovoltaic array proposals. We had two companies submit bids for the park pavilion solar project planned for Nordic Ridge. Staff has selected a contractor, and the next step will be to complete the necessary application paperwork to submit for the Stoughton Utilities / WPPI Energy RFP for Renewable Energy grant.
 - Stoughton Hospital has completed their controls study, and SU should be receiving information from this study after the first of the year. Once the results have been analyzed, the SU will work with them to provide financial incentives to assist them in implementing possible energy saving upgrades.
-

Safety Services Section of the Planning Division

ACCOMPLISHMENTS

1. Training

- a. Weekly safety manual review
- b. Makeup training for employees who missed various sessions throughout the year

2. Audits/Inspections

- a. Field inspection: Setting electric poles on STH 138
- b. Utility walkthrough – General inspection
- c. WWTP walkthrough – General inspection
- d. PPE hazard assessments
- e. Ladder inspections

3. Compliance/Risk Management

- a. SDS management
- b. Organized folders and training records
- c. All records submitted to SharePoint.

GOALS AND OBJECTIVES

1. Training

- a. Weekly safety manual review
- b. Schedule First Aid / CPR / AED training

2. Audits/Inspections

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

3. Compliance/Risk Management

- a. Sling inspections
- b. SDS management and updates

Regional Safety Coordinator was at Stoughton Utilities on December 14th and 19th.

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: January 9, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Committee Annual Calendar

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

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

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|------------------------|--|
| January 17-19, 2018 | MEUW Superintendents Conference – Wisconsin Dells |
| February 20, 2018 | Utilities Committee Regular Meeting: Bad debt write offs |
| February 26 - 28, 2018 | APPA Legislative Rally – Washington, D.C. |
| February 27, 2018 | Common Council Meeting: Approve bad debt write offs |
| March 11-17, 2018 | National Groundwater Awareness Week |
| March 19, 2018 | Utilities Committee Regular Meeting: Annual Drinking Water Consumer Confidence Report (CCR) |
| March 19-25, 2018 | National Fix a Leak Week |
| March 26-29, 2018 | WRWA Annual Conference – La Crosse |
| April 16, 2018 | Utilities Committee Regular Meeting: Presentation of the Utilities 2017 annual audit and management letter, and the SU tax-stabilization dividends |
| April 18, 2018 | National Lineman Appreciation Day |

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| April 24, 2018 | Common Council Meeting: Approve Utilities 2018 annual audit and management letter; presentation of the tax-stabilization dividends |
| April 29 – May 2, 2018 | APPA Engineering and Operations Conference – Raleigh, NC |
| May 2018, date TBD | WPPI Regional Power Dinner Meeting – Location TBD |
| May 6-12, 2018 | National Drinking Water Week |
| May 14, 2018 | Utilities Committee Regular Meeting: Annual reorganization and selection of meeting time and date; discuss SU goals |
| May 16-19, 2018 | MEUW Annual Conference – La Crosse |
| June 7, 2018 | Orientation to WPPI – Sun Prairie |
| June 11-14, 2018 | AWWA Annual Conference – Las Vegas, NV |
| June 15-20, 2018 | APPA National Conference – New Orleans, LA |
| June 18, 2018 | Utilities Committee Regular Meeting: Approve the annual Wastewater Compliance Maintenance Annual Report (CMAR); tour of well no. 5 |
| June 26, 2018 | Common Council Meeting: Approve the CMAR |
| July 16, 2018 | Utilities Committee Regular Meeting: RoundUp Donation; tour of the Utilities Administration Building |
| August 20, 2018 | Utilities Committee Regular Meeting: Approve Declaration(s) of Official Intent; tour the Wastewater Treatment Facility |
| August 2018, date TBD | WRWA Outdoor Exposition – Plover |
| September 11-14, 2018 | WIAWWA Annual Conference – Madison |
| September 13-14, 2018 | WPPI Annual Meeting – Madison |
| September 16-19, 2018 | APPA Business & Financial Conference – Anaheim, CA |
| September 17, 2018 | Utilities Committee Regular Meeting: Approve the Utilities 2019 Budget and five year (2019-2023) Capital Projects Program |
| October 2018, date(s) TBD | Common Council Budget Workshop(s) |
| October 2018, dates TBD | WWOA Annual Conference – Middleton |
| October 3-5, 2018 | APPA Leadership Workshop – Orlando, FL |
| October 7-10, 2018 | APPA Legal & Regulatory Conference – Charleston, SC |
| October 7-13, 2018 | National Public Power Week |
| October 15, 2018 | Utilities Committee Regular Meeting |
| October 25, 2018 | WPPI Chief Executives Breakfast |

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| October 30, 2018 | Orientation to WPPI – Sun Prairie |
| November 4-7, 2018 | APPA Customer Connections Conference – Orlando, FL |
| November 8, 2018 | WPPI Building Customer Connections Workshop – Sun Prairie |
| November 13, 2018 | Common Council action on the Stoughton Utilities 2019 Budget and CIP |
| November 19, 2018 | Utilities Committee Regular Meeting |
| December 17, 2018 | Utilities Committee Regular Meeting |
| January 14, 2018 | Utilities Committee Regular Meeting: RoundUp Donation; Declarations of Official Intent |
| February 18, 2018 | Utilities Committee Regular Meeting: Bad debt write offs |
| February 26, 2018 | Common Council Meeting: Approve bad debt write offs |
| February 25-27, 2019 | APPA Legislative Rally – Washington, D.C. |
| March 10-16, 2019 | National Groundwater Awareness Week |
| March 18, 2019 | Utilities Committee Regular Meeting: Annual Drinking Water Consumer Confidence Report (CCR) |
| March 17-23, 2019 | National Fix a Leak Week |
| March 31-April 3, 2019 | APPA Engineering and Operations Conference – Colorado Springs, CO |
| April 15, 2019 | Utilities Committee Regular Meeting: Presentation of the Utilities 2018 annual audit and management letter, and the SU tax-stabilization dividends |
| April 18, 2019 | National Lineman Appreciation Day |
| April 23, 2019 | Common Council Meeting: Approve Utilities 2018 annual audit and management letter; presentation of the tax-stabilization dividends |
| May 5-11, 2019 | National Drinking Water Week |
| May 20, 2019 | Utilities Committee Regular Meeting: Annual reorganization and selection of meeting time and date; discuss SU goals |
| June 2019, Date TBD | MEUW Annual Conference – Location TBD |
| June 7-12, 2019 | APPA National Conference – Austin, TX |
| June 9-12, 2019 | AWWA Annual Conference – Denver, CO |
| June 17, 2019 | Utilities Committee Regular Meeting: Approve the annual Wastewater Compliance Maintenance Annual Report (CMAR); tour of well no. 5 |
| June 25, 2019 | Common Council Meeting: Approve the CMAR |

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| July 15, 2019 | Utilities Committee Regular Meeting: RoundUp Donation; tour of the Utilities Administration Building |
| August 19, 2019 | Utilities Committee Regular Meeting: Approve Declaration(s) of Official Intent; tour the Wastewater Treatment Facility |
| September 13-14, 2019 | WPPI Annual Meeting – Elkhart Lake |
| September 16, 2019 | Utilities Committee Regular Meeting: Approve the Utilities 2019 Budget and five year (2019-2023) Capital Projects Program |
| October 14, 2019 | Utilities Committee Regular Meeting |
| October 27-30, 2019 | APPA Customer Connections Conference – New Orleans, LA |
| November 18, 2019 | Utilities Committee Regular Meeting |
| December 16, 2019 | Utilities Committee Regular Meeting |



Stoughton Utilities

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Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Communications

| | |
|------------------|--|
| October 2017 | October issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW). |
| October 6, 2017 | Stoughton Utilities billing insert regarding the seasonal Wisconsin Home Energy Assistance Program. |
| October 12, 2017 | Stoughton Courier Hub news article, "A bright future," highlighting a recent solar energy installation, and Stoughton Utilities' involvement in the project. |
| October 17, 2017 | Stoughton Utilities news release regarding our recent Public Power Customer Appreciation day. |
| October 17, 2017 | Yahara WINS news release regarding 2016 annual report and accomplishments. |
| October 18, 2017 | Letter from the Friends of Lake Kegonsa Society (FOLKS) providing an update on how the funds received from the RoundUP Program were used, and an explanation on the environmental benefits of the project. |
| October 18, 2017 | WPPI Energy 2018 calendar of meetings and conferences. |
| October 19, 2017 | Stoughton Utilities informational articles submitted to be printed in the Fall/Winter issue of the Stoughton Tower Times. |
| November 2017 | November issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW). |
| November 6, 2017 | Stoughton Utilities billing insert regarding our Holiday LED Light Exchange, to begin November 8 and continue while supplies last. |
| November 7, 2017 | Focus On Energy Success Story publication regarding Thermal Design's solar energy installation. |
| November 9, 2017 | WPPI Energy memorandum "Things You Should Know" from WPPI Energy President and CEO Michael Peters |

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|-------------------|---|
| November 10, 2017 | Fall 2017 issue of the Renewable Report, published by WPPI Energy and distributed to Stoughton's customers enrolled in our Renewable Energy Program. This issue's Member Spotlight is Stoughton. |
| November 14, 2017 | WPPI Energy FY2017 third quarter financial highlights, power supply update, news highlights, company profile, and financial statements. |
| November 20, 2017 | November/December 2017 issue of the American Public Power Association (APPA) "Public Power Magazine," focusing on industry and community collaboration. |
| November 27, 2017 | Energy Assistance postcard mailed to customers that reside in areas with high senior populations. |
| December 2017 | December issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW). |
| December 6, 2017 | Stoughton Utilities billing insert regarding holiday preparation and energy conservation tips. |
| December 7, 2017 | Fall 2017 edition of the WPPI Energy Power Report newsletter, discussing utility-customer relationships, WPPI Energy news, policy updates, a member spotlight on New Holstein, and more. |
| December 7, 2017 | WPPI Energy memorandum "Things You Should Know" from WPPI Energy President and CEO Michael Peters. |
| December 21, 2017 | Stoughton Utilities press release regarding the annual LED Holiday Light Exchange and Food drive. |
| December 21, 2017 | Stoughton Utilities press release regarding the Economic Development Funds donation. |
| December 21, 2017 | News from Yahara WINS newsletter discussing ongoing and planned projects being undertaken as part of the adaptive management phosphorous reduction program. |
| December 29, 2017 | Stoughton Utilities "Focused on Community" advertisement to be placed in a special supplement to Greater Madison InBusiness Magazine highlighting the Stoughton community and what makes it a great place to live and work. |
| January 2018 | January issue of Live Lines, a monthly newsletter published by Municipal Electric Utilities of Wisconsin (MEUW). |
| January 6, 2018 | Stoughton Utilities billing insert regarding current utility rates and the notification of customer rights. |

Encl.

LIVELines

Volume 65, Issue 10 | October 2017

3 Executive Director Report

4 September Safety Notes

6 Hurricane Irma Mutual Aid

9 Classifieds & WUSA Spotlight

Tell the Public Power Story

Public Power week is upon us. October 1st -7th 2017, marks the week this year that we set aside to make sure we inform both our customers and stakeholders about the advantages of Public Power.

As employees of Municipal Electric Utilities, we are well-aware of the distinct advantages Public Power offers to the communities that we serve. Each of us, however, must make a point to help others in our community and state to better understand the benefits provided by Public Power. Make sure you share the following.

Local control allows us to operate in a manner that fits with the character of the communities that we serve. What customers value is changing. By having local control, we are closer to our customers, and can operate our utility in tune with the values of our local residents. Some communities may focus on lower costs, while others value environmental sensitivity. Because we are locally controlled we can respond to local values quickly and more directly than a large Investor Owned Utility.

We also create **Community Value**. Not only do MEUW members provide well-paying jobs to members of our local communities, we also make payments in lieu of taxes that help reduce the property tax burden for our residents and businesses. Our members also work to create services and system improvements that will support economic development in our area.

Reliability, is a hallmark of our Municipal Electric Utilities. Local utilities serviced by local employees who know the area and the utility. We have well maintained facilities, and when there is an outage, our employees don't have to travel far to get the problem fixed. If the problem is large, like Hurricane Irma, Public Power from around the country comes to assist through our Mutual Aid system. When mother nature lashes out, Public Power is the first to respond.

Municipal Electric Utilities also lead when it comes to **Affordability** of electricity. We regularly have some of the lowest rates for electricity for our customers when compared to others in our industry. Lower electricity costs mean more dollars flowing to area businesses, and keeping our local economy strong.

Because MEUW members are not owned by investors, we can focus on delivering **Superior Service** through investment back into utility infrastructure. We can remain focused on building an efficient utility that delivers high quality service for our customers and is efficient in its operations. Our utilities plan for the long term, rather than for the next quarterly stock dividend, allowing us to make decisions that are good for today, and for tomorrow.

This week make sure to tell others about all the benefits of Public Power...

Local Control... Community Value... Reliability... Affordability... Superior Service.

It is a story that is good to tell, and good for our communities.



STATE of WISCONSIN



OFFICE of the GOVERNOR

Proclamation

WHEREAS, the citizens of 82 communities across Wisconsin place a high value on local control over community services and therefore have chosen to operate a community-owned, not-for-profit electric utility and, as customers and owners of their electric utility, have a direct say in utility operations and policies; and

WHEREAS, these Municipal Electric Utilities of Wisconsin (MEUW) member utilities provide our homes, businesses, farms, social service, and local government agencies with reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

WHEREAS, since 1929, MEUW have proven to be valuable community assets which contribute to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness in the communities they serve; and

WHEREAS, MEUW are dependable and trustworthy institutions whose local operations provide many consumer protections and continue to make our communities better places to live and work, and contribute to protecting the global environment; and

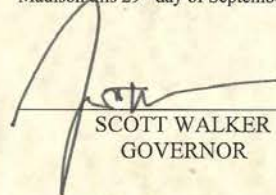
NOW, *THEREFORE*, I, Scott Walker, Governor of the State of Wisconsin, do hereby proclaim October 1 – 7, 2017 as

PUBLIC POWER WEEK

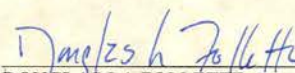
throughout the State of Wisconsin and I commend this observance to all of our citizens.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this 29th day of September 2017.


SCOTT WALKER
GOVERNOR

By the Governor:


DOUGLAS LA FOLLETTE
Secretary of State



MEUW Executive Director Report

From Jeff Stone

Plan for our upcoming MEUW Events!

Fall District Dinners: I hope that all of you are visiting our Website and selecting a convenient District Dinner that fits your location and schedule. These events have been popular in the past, and many of you expressed the desire that I make sure they happen each year.

I want you to know that we are listening to your requests, and that we have scheduled seven locations around that state during October and November where you can join with MEUW and your industry colleagues from around the state. We anticipate each will be an enjoyable and interesting evening with time for discussion and networking as well. These are great events for updating your staff, commissioners and local officials about the value of municipal utilities, and the important issues facing our industry today. Bring them along too!

Please check the [Event Calendar](#) section of our Website and select the meeting location that fits your schedule. We hope that it will be convenient for you to join us at one of our locations for an update on MEUW activities, as well as State and Federal issues impacting Public Power Utilities.

Management Training Program: Also make note that Session C of the Management Training Program is now open for registration. This Session presented by Dave Krause and Linda Pophal focuses on utility planning and risk management.

Areas of focus for this full day session will include:

- Strategic Planning
- Overcoming resistance to change
- Planning and maintenance versus reacting and repair
- Wisconsin law regarding the bidding process for construction projects
- And many more...

Joint Superintendents Conference: Finally, make sure you mark your calendar for the Joint Superintendents Conference, January 17th - 19th at Glacier Canyon Lodge in the Wisconsin Dells!

Jeff Stone

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September Safety Notes

From Mike Czuprynko, MEUW Regional Safety Manager

As Summer is coming to an end and we are moving into the Fall, the Regional Safety Team will be starting to shift into Fall mode as well. We are transitioning from project development that is wrapping up now, and focusing more on delivering trainings. The Regional Safety Team has done a great job completing a number of different projects, including, Fall Protection Inspection Kits, an assortment of audit templates, SPCC train-the-trainer, and Work Zone Safety boards.

The one big project that will take us to the end of the year is MSDSonline. The interest has gone up to 14 communities, putting the current cost at \$1320.14 per community. Again, for each community that comes on, there is a price break. All those that are interested should contact me or your Regional Safety Coordinator. I would like to start getting a final count by the end of October, with a roll-out date starting in the beginning of 2018. Dan Considine with MSDSonline will be setting up a pre-recorded webinar for those that have not been able to attend the live webinars that were scheduled in September. You may also contact Dan yourself via email to set up a 1-on-1 demonstration at Dconsidine@ehs.com or by phone at (312) 881-2331. As always, if there are any other questions, please feel free to contact me directly.

As I look back on a year ago, when I started with MEUW, I think of where the program was, to where we are today. I couldn't be prouder of the Regional Safety Team, and all that has been accomplished. Those that are in the Regional Safety Program, I also want to thank you for the candid conversations that we've had in regards to the services you are receiving. We are constantly looking at improving our services, and as we are finishing up the year, we will have another list of items to help us improve. I look forward to continuing my visits in your communities, and having the great dialog together.

Mike Czuprynko

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Going the Distance

From Steve Isaacson, MEUW Regional Safety Coordinator - Region 8/9

"It's not the age, it's the mileage." While typically meant to amuse, for those of us that are starting to see more of their work life behind than ahead, that phrase takes on a bit more gravitas. Yes, folks, the meter is running. According to the Bureau of Labor Statistics, in 1994 the median age of U.S. employees was 37.7 years old. By 2014, that metric climbed to 41.9 and it is predicted to reach 42.4 by 2024. If you have a physically demanding job, this points to the need to maintain the most

important tool – your body – so that it lasts throughout your career, with motion to spare so you can work on essentials like your golf swing, fly cast or first serve.

So often, when safety specialists talk about protecting the body in the workplace, the conversation involves preventing bodily invasions such as lacerations, crushes, punctures and fractures. Make no mistake, these are very important concerns – so important that the Occupational Safety and Health Administration has written copious regulations organizations must follow to prevent such injuries. Today, however, I'd like to talk about the stresses our jobs place on the muscles and joints and, more specifically, the hands and the wrists.

Bureau of Labor Statistics data suggest that musculoskeletal disorders involving the hand and wrist are associated with the longest absences from work and, therefore, result in greater lost productivity and wages than those of other parts of the body. Good hand and wrist function is vital to maintaining independence and quality of life. Think about all the things you would not be able to do if your hands and/or wrists were limited by loss of movement or severe pain. Your work and home life could be deeply affected.

With hand-intensive work, it is common to make the same motion repeatedly, causing a lot of wear and tear on the joints and tendons being used. Without relief, the damage can be cumulative over time, often resulting in chronic conditions that never fully heal. Performing hand-intensive tasks with a bent wrist – either up and down or side to side – creates considerable stress on the tendons as they are bent across the harder bones and ligaments that make up the outer structure of the wrist.

As with most work-related musculoskeletal disorders, the key risk factors associated with repetitive hand and wrist movements are the duration, frequency and intensity of the motions. Here are a few general tips to reduce your risk of injury:

- Plan the work to avoid unnecessary motions
- Use tools designed to minimize hand and wrist movements
- Allow power tools and machinery to do the work
- Spread repetitive work throughout the day
- Rotate respective tasks among coworkers
- Take pauses to stretch and relax the wrists and hands

It is also a good practice to use full hand gripping motions whenever possible, as opposed to pinching. A full hand grip is five times stronger than a pinch grip. Keep in mind that your grip strength decreases when you bend your wrist, attempt to pick up or hold slippery items, wear poorly-fitted gloves or have cold hands. And finally, remember that your risk of injury increases when you combine risk factors (i.e., repeated gripping with bent wrists).

When it comes to safe work practices, on the job or at home, our hands and wrists are often hidden in plain sight. They are so much a part of everything we do, it's easy to take them for granted. So, let's take this opportunity to think about how we can apply some simple techniques and use our heads to protect our hands.

Steve Isaacson



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MEUW Members Send Mutual Aid to Hurricane Irma Victims

A special thanks goes out to all utilities who responded to MEUW's Emergency Mutual Aid call for help. Mutual aid agreements are a critical step toward planning for the unexpected. If you would like to participate in emergency mutual aid, please [click here](#) to learn more information.

“

"Hurricane Irma ripped through Florida earlier this week causing catastrophic damage and widespread power outages. At peak, nearly 7 million customers were without power, with more than 800,000 of those from Florida's public power communities. In partnership with APPA, FMEA put out a nationwide call for mutual aid assistance and the response from public power communities across the country was extraordinary. More than 1,000 crews from public power in Texas, Nebraska, Kansas, Michigan, Minnesota, Missouri, Wisconsin, Oklahoma, Indiana, Iowa, Illinois, Ohio, Kentucky, Tennessee, Louisiana, Alabama, North Carolina, Georgia, South Carolina, Virginia and across New England came to our aid. Restoration efforts have been actively underway and will not stop until every customer is restored. As of the last outage report (at 3:00 today), the state is down to 3.5 million outages, with a little over 300,000 from public power. This has truly been an unprecedented event on many levels.

FMEA and Florida's public power communities extend our heartfelt appreciation to everyone that has reached out to help us, especially to all the lineworkers that are suffering through significant fuel shortages and severe traffic problem to come to our aid – words cannot describe how grateful we are to each and every one of you. Thank you!" - Amy Zubaly, Executive Director, Florida Municipal Electric Association

”



“
“We are very thankful for the effort made by MEUW crews to assist with recovery of electrical service on our campus.” - Mike Chambers, Chancellor & Vice Provost for Academics, Johnson University
”



“
“Many thanks to the team from Wisconsin who came to help us out following Hurricane Irma. Homestead Public Service - Energy and the community of Homestead will be forever grateful to you for your hard work, knowledge, sweat and diligent efforts to assist us in restoring power safely and quickly to all of our residents. Thank you from the bottom of our hearts!”
- Barbara Quiñones, Director - HPS Energy
”



Wisconsin is filled with extraordinary communities, people and things to see. The Badger State is loaded with amazing destinations! Executive Director, Jeff Stone, will be out and about visiting Wisconsin. Look here for snapshots to figure out...where in Wisconsin is Jeff Stone?

Submit your guess to info@meuw.org and you could win a MEUW prize package.

WINNERS

JUNE (Hartford): Greg Kuhn - Oconto Falls Municipal Utilities

JULY (River Falls): Lori Nyhus - Cumberland Municipal Utilities

AUGUST (Hazel Green) Jim Goffinet - Village of Benton

SEPT. (Two Rivers): Okho Bohn-Hagedorn - Energis, Green Bay

MEUW

Upcoming Events

- Oct. 1-7 Public Power Week
- Oct. 5 [MEUW/WPPI Territorial Seminar](#) - WPPI Energy, Sun Prairie
- Oct. 23 [Districts 7, 9 & 10 Dinner Meeting](#) - Hi-Way Harry's, Johnson Creek
- Oct. 25 [MEUW MTP: Session C](#) - Grand Canyon Lodge Conference Center, Wisconsin Dells
- Oct. 26 [District 4 Dinner Meeting](#) - Machut's Supper Club, Two Rivers
- Nov. 2 [District 3 Dinner Meeting](#) - Woodland Supper Club, Gresham
- Nov. 14 [Districts 5 & 6 Dinner Meeting](#) - Reedsburg Country Club, Reedsburg
- Nov. 15 [District 8 Dinner Meeting](#) - Red's Supper Club, Cuba City
- Jan. 17-19 [MEUW/WI REC Joint Superintendent's Conference](#) - Glacier Canyon Lodge, Wisconsin Dells

Mark your calendars! Visit the MEUW [website](#) for a full list.



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Classifieds

Manitowoc Public Utilities has openings for a **water system operator and journeyman line technician**. The water system operator's responsibilities include the control, operation, and maintenance of the state-of-the-art Microfiltration Water Treatment Plant and related production facilities, and maintenance and repair of the water distribution system and related facilities. The journeyman line technician will be responsible for constructing and maintaining electric power facilities up to 69 kilovolts. [Click here](#) for complete job descriptions and application details.

Marshfield Utilities seeks to hire a **general manager**. This position will be the visionary leader of this public power utility that provides water services for the 19,000 citizens of Marshfield and electric service for approximately 13,000 meters. [Click here](#) for a complete job description and application details.

Waunakee Utilities is accepting applications for a **meter technician position**. The main tasks of the position include being responsible for the testing and maintenance of the utility electrical meters and substations. [Click here](#) for a complete job description and application details.

The Village of Cadott is looking to hire a **Lead Journeyman Lineman**. The candidate must be capable of performing all aspects of electric distribution overhead and underground construction. [Click here](#) for a complete job description and application details.

Send your employment opportunities to info@meuw.org.



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Job Training & Safety Schedule



Utility University

Accounting fundamentals workshop for public utilities

Thursday, Oct. 19, 2017
Wisconsin Dells



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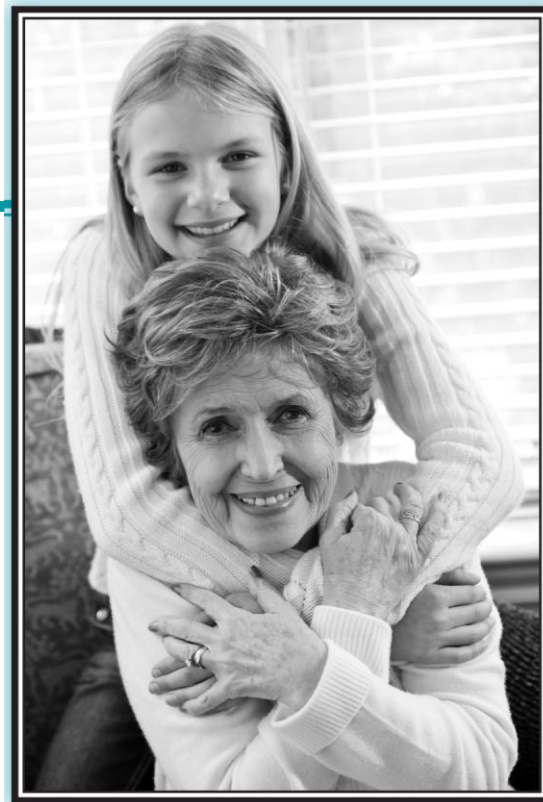
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- Public Power Forward Webinar Series: Best Practices in Battery Storage **Oct. 12**
- Wireless Pole Attachment Webinar Series: Wireless Attachments and Other New Infrastructure Developments Affecting Public Power Pole Owners **Oct. 19**
- Public Power Forward Webinar Series: Smart Meters for Smart Solutions **Oct. 26**




Winter should be a time for comforts, not high energy costs.

Wisconsin's Home Energy Assistance Program (WHEAP) provides for assistance with heating costs, electric costs, and energy crisis situations. The program is operated by local social and human services, and is available to income-qualified households. Energy assistance is a one-time payment each heating season (October 1 through May 15). The amount of the heating assistance benefit varies



according to household size, income level, and household heating costs.

If you qualify for heating assistance, you are also eligible to receive a payment for non-heating electric energy costs through our Customer Credit Program, without having to fill out additional paperwork.

For information on how to apply for energy assistance, call toll-free 1-866-432-8947 (1-866-HEATWIS).

ENERGY ASSISTANCE INCOME GUIDELINES

| Household Size | Three Month Combined Household Income | Household Size | Three Month Combined Household Income |
|----------------|---------------------------------------|----------------|---------------------------------------|
| 1 | \$ 6,650.25 | 5 | \$14,835.00 |
| 2 | \$ 8,696.25 | 6 | \$16,881.25 |
| 3 | \$10,742.50 | 7 | \$17,264.75 |
| 4 | \$12,788.75 | 8 | \$17,648.50 |

Please share this information with others in the community who might benefit from this program.



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http://www.unifiednewsgroup.com/stoughton_courier_hub/news/city-s-largest-solar-installation-benefits-local-business-and-the/article_fe3fb4b6-6347-50e3-9479-c9be81b4b752.html

FEATURED

City's largest solar installation benefits local business and the planet

Bill Livick Unified Newspaper Group Oct 12, 2017



Thermal Design

Ryan Harkins, owner of Synergy Renewable Energy Systems, shows off the solar array the business installed atop of Thermal Design in Stoughton. The business installed a total of 132 solar panels in just over one week.

Photo by Jeremy Jones

If you happen to be flying over the city and a gleaming rooftop catches your eye, chances are it's from a manufacturing facility in the industrial park.

The largest array of solar panels in Stoughton's history went up there last month on Thermal Design's building on Industrial Drive.

The company hired Ryan Harkins, owner of Synergy Renewable Systems in Stoughton, to design and install the 34.98 kW system, which comprises 132 solar photovoltaic panels. Harkins and another installer mounted the panels in just over a week.

"The paperwork took longer," Harkins said.

He worked with Stoughton Utilities to connect the system to the city's electrical grid.

Harkins figures the solar system will provide enough savings in energy costs to pay for itself in five years. He said a typical house would have roof capacity for about 20 solar panels, which pay for themselves through electricity savings in seven to 10 years.

The solar array for Thermal Designs "was sized to offset 100 percent of the facility's electrical use," Harkins wrote in an email to the Hub. "Annually, that would be upwards of 46 megawatt-hours, or the equivalent of five average homes."

Solar panels and other components for commercial installations carry a warranty of 25 years, Harkins explained, which means that “within five years it’ll be 100 percent paid for in savings — and the next 20 years are basically free.” The project cost was \$61,970, minus a \$18,745 Focus on Energy grant.

It will benefit the business by lowering its operating costs, and also the environment by reducing the building’s carbon footprint. Solar panels convert the sun’s energy into electrical energy without producing any emissions, which contribute to global warming and climate change.

Harkins noted it was Thermal Design’s second solar installation. A few years ago, he installed a 10.32 kW solar system at its business office in Business Park North. His dad, Daniel Harkins, owns Thermal Designs, and Ryan runs his business out of the same building.

How it works

Harkins launched Synergy in 2011 and was featured in the Hub two years ago for a solar installation he did in a remote village in Panama.

He worked with Stoughton Utilities to take advantage of its renewable energy program, and called the utility “a strong advocate” for renewable energies.

“They understand the value of having that distributive resource,” he said. “They’re the best energy provider that we’ve worked with, hands down. They not only allow you to do it but actually ask how they can help you do it.”

Thermal Design’s solar energy system allows it to use the utility’s electrical grid to store its excess energy, or redistribute it to other energy users in the area.

At peak solar-energy producing times – a sunny summer afternoon, for example – the system will generate more energy than it uses and export it to the grid, where it can be used locally by its neighbors.

“That reduces the likelihood that the utility will have to kick on auxiliary power generation for those peak times,” Harkins said.

At nighttime or on a cloudy day, “we can kind of pull back that credit, and the meter reads in both directions,” he explained. “It works just like everyone else’s monthly bill.”

At the end of the month, the utility figures the company’s net usage — the difference between what went in and what went out.

“We get a credit at wholesale rate for a system this size,” Harkins said. “The most cost-effective way is to size it so it doesn’t overproduce too much, because excess is not as valuable.”

Utility involved

Cory Neeley, Stoughton Utilities energy services representative, confirmed that the Thermal Design project is the largest commercial installation in the city “at this point.”

He said if the city’s new public works facility planned for construction next year includes solar panels, it will dwarf the system installed last month.

At 100 kW, it would be about three times the size of Thermal Designs’ system, Neeley said.

He hopes the city will choose solar for the new facility because it would save lots of money over time and “it sends a message that we can offset the usage,” he said.

Neeley said solar energy “is a growing thing” for the utility.

“We get a lot more people asking about it, and residential solar is really picking up,” he observed, adding that the utility’s website gives lots of information about the options.

Harkins thinks with the utility paybacks and the return on investment that comes with a commercial solar installation, “I’m not sure if there’s anything that can beat it.”

“If you’re going to put your money somewhere, especially for commercial or municipal buildings where they’re going to be there for the next 20 or 30 years, it makes sense for sure,” he said. “They could pay that system off in five years, and it’s going to save money for the next five decades at least.”

Carbon footprint

Synergy owner Ryan Harkins estimated that the energy offset of Thermal Design's "clean solar-power" system in the first 25 years will save over 1.15 million tons of coal from being burned, avoiding 826 tons of CO2 emissions as a result. That is equivalent to planting 23,117 trees, according to his calculations.

MORE INFORMATION

Sustainable Stoughton organizes redevelopment forum

Kardasz receives service award

Bill Livick



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News Release

Stoughton Utilities

FOR IMMEDIATE RELEASE

October 17, 2017

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

STOUGHTON UTILITIES CELEBRATES PUBLIC POWER WEEK

Each year, Stoughton Utilities holds an annual Public Power Week event that highlights the benefits that “public power” brings to the utility, its customers, and the City of Stoughton.

This year, staff at Stoughton Utilities celebrated Public Power Week with a customer appreciation day on October 5. Over 100 customers visiting the utility office were given a free LED light bulb, cookies, ice cream, and the chance to win a new energy efficient freezer. The winner of the freezer giveaway was Mr. Mike Harvey of Stoughton.

Public power refers to the fact that the City of Stoughton owns and operates the not-for-profit utility to provide reliable electricity to homes and businesses. Local employees provide quick responses when issues arise and assistance with identifying energy-saving improvements. Public power utilities like Stoughton Utilities are supported by customer revenues, not taxes, and provide substantial payments in lieu of taxes to local governments to help keep local economies strong.

“Because we are owned by our customers rather than shareholders, we can focus on local priorities such as helping to sponsor economic development efforts, support high school scholarships, and participate in local events,” said Stoughton Utilities Director Robert Kardasz. “In honor of Public Power Week, we like to give back to all of our customers with a special event.”

Public Power Week is celebrated across the country every year during the first full week of October. The event honors the over 2,000 communities served by a locally owned not-for-profit public power utility. For more information about the event, call the Stoughton Utilities office at (608) 873-3379, or visit <https://www.stoughtonutilities.com>.



Mike Harvey, winner of the Customer Appreciation Day grand prize, is shown next to his new energy efficient freezer.

###

What Makes Public Power Utilities Unique?

Most public power utilities are owned by a city or town, ranging from small villages to large metropolitan cities. They are governed by either a city council or independently elected/appointed board. Above all, they are accountable to the people they serve. Community citizens have a direct and powerful voice in utility decisions and policies. Public power utilities are not-for-profit, locally-owned and operated, and usually lower cost than private utilities.

About Stoughton Utilities

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



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NEWS RELEASE

FOR IMMEDIATE RELEASE

DATE: Oct. 17, 2017

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SUBJECT: Yahara WINS, partners reduce phosphorus to improve water quality

MADISON, WIS. – The Yahara Watershed Improvement Network and its partners last year kept some 29,000 pounds of phosphorus from reaching area surface waters – an important step toward reaching water quality goals set for 2036.

The 2016 reduction came as [Yahara WINS](#) transitioned from a four-year adaptive management pilot effort to the full-scale project. The 20 year project offers the most cost-effective way to achieve water quality goals, providing a savings to watershed residents estimated at \$13.5 million per year.

“We’re pleased to see so many participants take action to improve our local waters,” said Kathy Lake, president of the Yahara WINS executive committee. “It’s rewarding to see this unprecedented level of commitment to the future health of these waterways.”

Yahara WINS pools resources from local municipalities and provides funding for practices that reduce phosphorus runoff. Working with key partners including Dane County and Yahara Pride Farms, the group supports work ranging from cover crop planting and stream bank stabilization to low-disturbance manure injection and improved urban stormwater management.

With more than 300 farmers and 23 communities participating, the group also supports water quality monitoring throughout the basin including permanent installations and a citizen monitoring program. In 2016, Yahara WINS analyzed more than 600 water quality samples for phosphorus. The monitoring now being compiled will serve as baseline and trend data to gauge the project’s success going forward.

“Working together, area farmers, local governments, urban residents and stakeholder groups have made remarkable strides in reducing phosphorus,” said Michael Mucha, chief engineer and director of [Madison Metropolitan Sewerage District](#), which leads the collaborative effort. “Our quality of life and our economy depend on clean water and we intend to build on this success with our partners in the months and years ahead.”

During 2016, reductions reported by Dane County totaled some 18,000 pounds. To achieve this reduction now and for the future, [Dane County Land and Water Resources Department](#) assisted 295 landowners in the watershed, implemented and tracked more than 313 conservation practices such as harvestable buffers and entered into cost share agreements totaling more than \$677,000.

“Dane County is committed to improving the quality of our community’s lakes and streams and we are working on many levels to make a difference,” said Dane County Executive Joe Parisi. “In cooperation with Yahara WINS, these efforts include water quality monitoring, working with farmers and major new projects such as the planned removal of 870,000 pounds of phosphorus-laden muck from streams in the upper Yahara Watershed.”

Area farmers independently made significant strides during 2016 with Yahara Pride Farms reporting its members put practices in place that reduced phosphorus runoff by 11,000 pounds. The reductions include amounts directly supported by grant dollars as well as reductions accomplished by Yahara Pride Farms members without cost share funds.

“Yahara WINS has helped members of the [Yahara Pride Farms](#) group by giving us the opportunity to try new technologies that we wouldn’t otherwise be able to put in place,” said Scott Maier, a Yahara Pride board member who has dairy and field crop operations near Waunakee. “We have the best soil around and we all want to keep it where it’s at – in the field.”

Excess phosphorus entering the water causes algae to grow faster than ecosystems can handle, harming water quality and depleting the oxygen needed for fish and aquatic life to survive. Based on ongoing monitoring, key rivers and streams in the Yahara Watershed register median phosphorus concentrations ranging from 0.12 to 0.24 milligrams per liter during the growing season, above the state phosphorus criterion of 0.075 milligrams per liter. Through modeling, a phosphorus reduction goal of 96,000 pounds per year by 2036 has been established by Yahara WINS to help partners reach overarching goals established by the Wisconsin Department of Natural Resources.

The adaptive management strategy being implemented by Yahara WINS and its partners advances permit compliance efforts by municipal storm water systems and wastewater treatment plants while avoiding tens of millions of dollars in infrastructure investments. The strategy also represents the lowest cost approach to phosphorus reduction throughout the region, with municipalities, businesses and farms all bearing responsibility for watershed goals established by DNR.

For 2017, the Yahara WINS executive committee has approved a budget calling for water quality improvement efforts totaling \$1.09 million. For more, visit: <http://www.madsewer.org/Programs-Initiatives/Yahara-WINS>.

ABOUT YAHARA WINS

The Yahara Watershed Improvement Network, known as Yahara WINS, is a groundbreaking initiative to achieve clean water goals for the Yahara Watershed. In this effort, community partners led by Madison Metropolitan Sewerage District are collaborating on a strategy called watershed adaptive management in which all sources of phosphorus in the watershed work together to reduce nutrient runoff. The work began in 2012 and following a four-year pilot effort has now transitioned to the full-scale project.



Friends of Lake Kegonsa Society, Inc.
PO Box 173
Stoughton, WI 53589

Stoughton Utilities RoundUP Grant
600 South 4th Street
Stoughton, WI 53589

FOLKS Demonstration Shoreline Garden at Fish Camp County Park

We're writing to update you on one of the projects the generous funding from the RoundUP program has made possible. FOLKS recently installed a demonstration planting area along the Lake Kegonsa shoreline at FISH Camp County Park. The Stoughton Utilities RoundUP grant enabled us to buy native bushes, additional plants, soil and plant labels. We plan to add other educational materials for the public garden as a resource for others to use in creating their own shoreline gardens. This garden demonstrates how native plants can be effectively used to prevent run-off into the lake, add color and interest, and attract butterflies and birds to the park. Volunteers from FOLKS are responsible for coordinating site preparation, planting, mulching, watering and weeding.

Why Plant a Shoreline Garden?

Shoreline gardens help protect the water quality in our lakes. Planting native plants along a shoreline helps keep nutrients from the soil from going into the lake during periods of heavy rain. The root systems of the native plant garden form a more effective buffer for nutrient absorption than lawns. Water soaks into the ground gradually in the planted area. A mown lawn can allow 7 times more phosphorus and 18 times more sediment to enter the water than a natural shoreline.

Phosphorus is a naturally occurring nutrient in our lake but excess phosphorous can cause algae blooms. Algae blooms not only look and smell bad but they can be toxic. Algae blooms may reduce oxygen levels in the water harming fish and other aquatic species. Runoff water may include phosphorous, nitrates and other chemicals in excess fertilizers, herbicides, and insecticides from both agricultural lands and residential areas.

Why Use Native Plants?

Native plants are adapted to the local climate and soils, are drought tolerant, and disease resistant. Once established, native plants require very little care. A shoreline buffer of native plants provides plant cover and natural food for pollinators, birds and other wildlife but it may also keep Canada geese from coming up onto the shore.

A buffer strip also greatly reduces soil erosion and the effects of runoff from driveways, roofs and roads. The buffer strip filters polluted runoff that would otherwise run directly to the lake.

Pictures of the FOLKS Garden at Fish Camp County Park:

Site Preparation: Shoreline area before the garden, Marking the area, Killed grass, perimeter trench and paper weed barrier



Planting Native Plants: Bulb auger to dig holes, Planting native plants, Watering in



Mulching: Shoveling, Transporting, Putting mulch in place



Finished Garden – September 15, 2017



Educational Information for the Public:

Plants in the garden are labeled with the common and scientific name and information is included about the expected height and bloom timing. These are incorporated into the garden for the park visitors to be able to identify the native plant species.

FOLKS is currently writing an educational flyer about shoreline plantings and the Fish Camp Park demonstration garden including information to show how the shoreline garden helps keep phosphorous and other chemicals in run-off out of our lake. This brochure will be available at the park near the garden area for people to take with them and will also reference other information sources.

FOLKS is designing other materials including a notebook with laminated pages that contains pictures and information on the native species planted in the garden. The book will also include information on shoreline buffers and native plantings that will be available for the public to use at the garden site.

FOLKS Partners:

The demonstration garden was truly a joint effort. The Dane County Parks Department helped us with site preparation and provided the mulch, the Dane County "Plant Dane" program provided most of the native plants and FOLKS volunteers provided all of the labor. As we mentioned, we've used the Stoughton Utilities RoundUP grant to buy supplies to build the garden and we'll continue to use the funds for additional educational materials.

We sincerely hope you'll visit the garden at Fish Camp County Park and enjoy the new scenery! Thank you again for your support through the RoundUP program. We'll continue to keep you updated.

Janice Kellogg & Connie Hagen,
FOLKS Board Members and Shoreline Garden Committee

| JANUARY | | | |
|----------|-------|---|---------------------|
| Mon | 1 | New Year's Day Holiday Observed – Office Closed | |
| Sun-Tue | 7-9 | APPA - Joint Action Workshop | La Jolla, CA |
| Wed-Fri | 17-19 | MEUW/WI REC – Joint Superintendent's Conference | Wisconsin Dells, WI |
| Wed | 24 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 25 | WPPI - Executive Committee Meeting (AM) | WPPI |
| Mon-Wed | 29-31 | APPA – Winter Education Institute | Anaheim, CA |
| | | Wisconsin Energy Providers Conference | Madison, WI |
| FEBRUARY | | | |
| Thur-Fri | 1-2 | APPA – Winter Education Institute | Anaheim, CA |
| Sun-Tue | 11-13 | APPA – CEO Roundtable | Phoenix, AZ |
| Wed | 21 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 22 | WPPI - Executive Committee Meeting (AM) | WPPI |
| Mon-Wed | 26-28 | APPA – Legislative Rally | Washington, DC |
| MARCH | | | |
| Thur | 8 | WPPI - Joint EC and Finance & Audit Meeting (Audit) (AM) | Teleconference |
| Thur | 8 | WPPI - Board of Directors Meeting (Bond Financing) (AM) | Teleconference |
| Wed | 21 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 22 | WPPI - Executive Committee Meeting (AM) | WPPI |
| APRIL | | | |
| Thur | 5 | WPPI - All-Employee Meeting | WPPI |
| Wed | 25 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 26 | WPPI - Executive Committee Meeting (AM) | WPPI |
| Fri-Sat | 27-28 | APPA – Public Power Lineworkers Rodeo | Raleigh, NC |
| Sun-Mon | 29-30 | APPA – Engineering & Operations Technical Conference | Raleigh, NC |
| Mon | 30 | TAPS - Spring Meeting | St. Louis, MO |
| MAY | | | |
| Tue-Wed | 1-2 | APPA – Engineering & Operations Technical Conference | Raleigh, NC |
| Tue-Wed | 1-2 | TAPS - Spring Meeting | St. Louis, MO |
| Mon-Fri | 14-18 | APPA – Spring Education Institute | Denver, CO |
| Thur | 17 | WPPI - Executive Committee Meeting (PM) | WPPI |
| Fri | 18 | WPPI - Board of Directors Meeting (AM) | WPPI |
| Wed | 23 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Mon | 28 | Memorial Day – Office Closed | |
| JUNE | | | |
| Thur | 7 | Orientation to WPPI | WPPI |
| Mon-Thur | 11-14 | AWWA - Annual Conference | Las Vegas, NV |
| Fri-Wed | 15-20 | APPA – National Conference | New Orleans, LA |
| Tue | 26 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 28 | WPPI - Executive Committee Meeting (AM) | WPPI |
| | | MEUW - Annual Conference | |
| JULY | | | |
| Wed | 4 | Independence Day Holiday – Office Closed | |
| Wed | 25 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 26 | WPPI - Executive Committee Meeting (AM) | Teleconference |

| AUGUST | | | |
|------------------|-------|--|---------------------|
| Tue | 21 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur-Fri | 23-24 | WPPI - Executive Committee Meeting | TBD |
| SEPTEMBER | | | |
| Mon | 3 | Labor Day – Office Closed | |
| Tue-Fri | 11-14 | AWWA - Wisconsin Section Annual Conference | Madison, WI |
| Thur | 13 | WPPI - Annual Meeting | Madison, WI |
| Fri | 14 | WPPI - Board Meeting (AM) | Madison, WI |
| Sun-Wed | 16-19 | APPA – Business & Financial Conference | Anaheim, CA |
| Tue | 25 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 27 | WPPI - Executive Committee Meeting (AM) | WPPI |
| OCTOBER | | | |
| Mon-Fri | 1-5 | APPA – Fall Education Institute | Orlando, FL |
| Wed-Fri | 3-5 | APPA – Public Power Leadership Workshop | Orlando, FL |
| Sun-Sat | 7-13 | Public Power Week | |
| Sun-Wed | 7-10 | APPA – Legal and Regulatory Conference | Charleston, SC |
| Mon-Fri | 8-12 | WPUI - Energy Utility Basics | Madison, WI |
| Mon-Wed | 15-17 | TAPS - Fall Meeting | Lenox, MA |
| Thur | 18 | WPPI - All-Employee Meeting | WPPI |
| Wed | 24 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Thur | 25 | WPPI - Executive Committee/Budget Meeting (All day) | WPPI |
| Thur | 25 | Chief Executives Breakfast | Wisconsin Dells, WI |
| Tue | 30 | Orientation to WPPI | WPPI |
| NOVEMBER | | | |
| Sun-Wed | 4-7 | APPA – Customer Connections Conference | Orlando, FL |
| Thur | 8 | WPPI – Building Customer Connections Workshop | WPPI |
| Thur | 15 | WPPI - Executive Committee Meeting (AM) | WPPI |
| Thur | 22 | Thanksgiving Day – Office Closed | |
| Fri | 23 | Thanksgiving Holiday – Office Closed | |
| Wed | 28 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| DECEMBER | | | |
| Thur | 13 | WPPI - Executive Committee Meeting (PM) | WPPI |
| Fri | 14 | WPPI - Board of Directors Meeting (AM) | WPPI |
| Wed | 19 | WPPI - Finance & Audit Committee Meeting (PM) | Teleconference |
| Mon | 24 | Christmas Eve Holiday Observed – Office Closed | |
| Tue | 25 | Christmas Day Holiday – Office Closed | |

Future Dates

| | |
|--------------------------|---|
| February 25-27, 2019 | APPA – Legislative Rally (Washington, DC) |
| March 31 – April 3, 2019 | APPA – Engineering & Operations Technical Conference (Colorado Springs, CO) |
| June 7-12, 2019 | APPA – National Conference (Austin, TX) |
| June 9-12, 2019 | AWWA – Annual Conference (Denver, CO) |
| September 19-20, 2019 | WPPI – Annual Meeting (Elkhart Lake, WI) |
| October 27-30, 2019 | APPA – Customer Connections Conference (New Orleans, LA) |



Go ahead, deck the halls!

This holiday season, Stoughton Utilities is reminding homeowners and businesses about the benefits and advantages of energy efficient lighting options to help customers stretch their holiday dollar and trim their holiday energy bill. Compared to standard incandescent holiday lights, LED holiday lights use up to 90 percent less energy to produce the same amount of light, cost significantly less to operate, and last longer than standard lights.

To help customers start saving, we are giving customers one strand of LED holiday lights and one holiday light timer for free, while supplies last!

Stoughton Utilities customers can receive one strand of LED holiday lights when they exchange one strand of older incandescent lights. New for 2017, customers may bring in non-perishable food items for donation to the Stoughton Food Pantry to receive a free holiday light timer.

Not only are LED holiday lights energy efficient, but they greatly reduce the risk of fire because they emit much less heat than traditional lights. Since they do not have the same components that cause traditional lights to burn out or combust, they also last for many holiday seasons.

Stoughton Utilities also wants customers to be aware of safe operating practices for all types of holiday lighting.

- Always remember to turn off tree and decorative lights, both indoors and outdoors, before leaving home or going to bed. Use a holiday light timer to make this easier.
- Always check last year's leftover lights for cracked or broken sockets, frayed insulation or bare wires, or loose connections. Throw away damaged cords.
- Before you buy lights for use outdoors, read the packaging and the tag on the cord to make sure they're approved for outdoor use. Never use indoor lighting outside!
- Follow the use and care instructions that accompany your electrical decorations.

For more holiday energy-saving ideas, visit us online at stoughtonutilities.com. Stoughton Utilities wishes you and your family a healthy, happy, and safe holiday season!



Stoughton Utilities RoundUp Program Donates \$1,000 to Friends of Lake Kegonsa

The Stoughton Utilities Committee voted to award the most recent Project Round-Up donation of \$1,000 to the Friends of Lake Kegonsa Society (FOLKS). The Friends of Lake Kegonsa will use these funds to help improve water quality in Lake Kegonsa by reducing phosphorous, which is a major contributor to algae growth. Their efforts include carp removal from the lake, and community education about runoff, leaf management, and the negative impacts phosphorous has on the lake. Currently, the organization is working with Dane County and the Wisconsin Department of Natural Resources to remove 1,000,000 lbs of carp from the lake over 5 years.

Stoughton Utilities began our Project RoundUP program in 2006 as a way to further assist local non-profit organizations in our community. Many of your neighbors participate in the program with voluntary monthly contributions. Each year, over \$2,000 is collected and awarded to local non-profits. The customers that participate in this program are continuing the "neighbor helping neighbor" concept that founded Stoughton Utilities over a century ago.

Stoughton Utilities customers can opt to enroll in the voluntary RoundUP program. Each month, your utility bill will "round up" to the next highest dollar amount. This small tax-deductible contribution may seem like only pennies a month to you, but the dollars add up quickly when many customers participate. All contributions are tax-deductible and a summary for the prior year is mailed each January.

We always welcome new applicants, so if you are aware of any local non-profit organization that would like to be considered for future donations, please have them contact us for an application. If you are a customer and would like to sign up to participate in the program, please log in to *My Account* online at stoughtonutilities.com, or contact us by phone.

Stoughton Utilities Announces Cost-Effective New Wind Energy Resource

Utility customers in Stoughton will soon receive even more of their electricity from cost-effective renewable energy thanks to a recently announced agreement between Stoughton Utilities' not-for-profit wholesale power supplier, WPPI Energy, and Invenergy. Under the agreement, WPPI Energy will purchase the output from Invenergy's 132-megawatt Bishop Hill III Wind Energy Center.

"This highly cost-effective resource is an excellent addition to our utility's power supply", said Utilities Director Robert Kardasz. "When Bishop Hill III comes online in 2018, we will more than double the amount of energy we receive from wind resources, and our power supply will be more than 40 percent emission-free."

The wind energy center, which will be constructed in Henry County, Illinois, is expected to begin commercial operation in 2018. WPPI Energy will purchase the electricity from Bishop Hill III through mid-2040 in order to serve its 51 member utilities across Wisconsin, Upper Michigan and Iowa, including Stoughton Utilities.

"We project that Bishop Hill III will be more cost-effective than other opportunities currently available to meet our member communities' long-term needs," said Mike Peters, president and CEO of WPPI Energy.

The addition of Bishop Hill III will bring to more than 20 percent the total portion of Stoughton Utilities' power supply that comes from renewable energy. The agreement represents WPPI Energy's largest renewable energy purchase to date.

Stoughton leads nation in use of renewable energy

Stoughton Utilities recently earned national recognition for its leadership in the use of renewable energy. The utility ranked tenth in the nation on the U.S. Department of Energy's National Renewable Energy Laboratory (NREL) annual list of leading utility green power programs by customer participation rate.

Based on 2016 customer participation, five percent of utility customers in Stoughton purchased green power equal to all or a portion of their electricity usage. NREL will release the 2017 national average for customer participation later this year.

"We're very grateful to our community for their enthusiastic response to our renewable energy programs," Robert Kardasz, Utilities Director said. "Making the NREL lists shows that even small communities can make a difference when we work together."

Community members in Stoughton purchase electricity from clean, green sources by participating in their utility's Renewable Energy and Green Power for Business Programs. Customers pay \$3.00 per month for blocks of renewable energy equal to some or all of their monthly electric usage. A block is the equivalent of 300 kilowatt-hours of electricity. Stoughton Utilities customers can choose to purchase enough blocks to cover some or all of their energy usage each month. This reduces the amount of energy generated by coal, oil and natural gas. The utility's renewable programs are provided through its nonprofit power supplier, WPPI Energy, and Stoughton Utilities is a member-owner of WPPI Energy.

Using information provided by utilities, NREL develops "Top 10" rankings of utility programs in the following categories: total sales of renewable energy to program participants, total number of customer participants, customer participation rate, and green power sales as a percentage of total utility retail electricity sales. The lists are compiled each year based on United States utilities' green power program performance in the previous year.

NREL is the U.S. Department of Energy's primary national laboratory for renewable energy and energy efficiency research and development. To view NREL's "Top 10" lists for 2016, visit www.nrel.gov/analysis/green-power.html.

Stoughton Utilities customers can easily enroll or increase their participation in the Renewable Energy Program by logging in to *My Account* online, or can learn more about the program and its benefits to the environment and our community at stoughtonutilities.com/renewable.

Give the gift of light



This holiday season, give the gift of light to a neighbor or loved one. Stoughton Utilities is offering gift certificates which can be used towards any customer's utility bill. Gift certificates may be purchased for any amount. Stop by the utility office at 600 South Fourth Street, call us at (608) 873-3379, or email us at CustomerService@stoughtonutilities.com for more information.

Celebrate the holidays safely

Keep your family safe during the holidays by keeping electrical safety in mind and by following these simple safety tips...

Outdoor Lighting

- Before you buy lights for use outside, read the packaging or the tag on the cord to make sure they're approved for outdoor use. Never use indoor lighting outside.
- If your outdoor decorating requires a ladder, always look up first before raising it. Don't raise ladders or other extended objects into or near power lines.
- Planning to string lights in outdoor trees? Make sure tree limbs haven't grown into or near electric lines. Branches and even entire trees can become energized if they contact the line.
- Before using lights outdoors, check labels to be sure they have been certified for outdoor use. To hold lights in place, string them through hooks or insulated staples, not nails or tacks. Never pull or tug lights to remove them.
- Plug all outdoor electric decorations into circuits with ground fault circuit interrupters to avoid potential shocks.
- Don't overload extension cords or allow them to run through water or snow on the ground.
- Don't staple or nail through light strings or electrical/extension cords-you could damage the wire or insulation, which could lead to an electrical shock or fire.



Indoor Lighting

- Check all tree lights-even if you've just purchased them-before hanging them on your tree. Make sure all the bulbs work and that there are no frayed wires, broken sockets or loose connections.
- Never use electric lights on a metallic tree. The tree can become charged with electricity from faulty lights, and a person touching a branch could be electrocuted.
- Inside your home route cords so they won't trip anyone. Additionally, don't place them under rugs, appliances or other objects, as they may overheat if covered or become worn and cause a fire.
- Pets and toddlers sometimes become attracted to electrical cords. It's a good idea to secure cords so that they are not easily reached.
- Don't use electrical ornaments or light strings on artificial trees with metallic leaves or branch coverings. This could create an electrical shock.

Trimming the Tree

- Whether artificial or freshly cut, a tree should be kept a safe distance away from all sources of heat, including fireplaces, radiators or portable heaters.
- When purchasing an artificial tree, look for the label "Fire Resistant."
- Cut a few inches off the trunk of your tree to expose the fresh wood. This allows for better water absorption and will help to keep your tree from drying out and becoming a fire hazard. Be sure to keep the stand filled with water, because heated rooms can dry live trees out rapidly.
- Never use lighted candles on a tree or near other evergreens. Always use non-flammable holders, and place candles where they will not be knocked down.
- It is important to turn off all electrical light strings and decorations before leaving home or going to bed.
- For both inside and outside lighting projects, follow the rule of using no more than three sets of lights on a single extension cord to prevent overheating and reduce the chance of fire.
- Follow the use and care instructions that accompany your electrical decorations.

Stoughton Utilities wishes you and your family a healthy, happy, and safe holiday season!

Winter utility bills

With winter rapidly approaching, Stoughton Utilities would like to remind our customers of the importance of paying their monthly utility bills during the winter months. Each month, SU has to pay our wholesale power provider for the electricity that we distribute to Stoughton homes and business, even if those customers don't pay us. Unpaid bills contribute to increased utility rates for all customers.

Making an effort to keep your account balance under control during the winter months is very important. Here are some tips to help keep your winter electric costs manageable:

- If you are finding it difficult to make the monthly payment, please keep in mind that even partial payments will help keep your balance from growing out of control. Try to pay as much of your bill as you can each month. You can also make weekly payments to keep the payment amounts manageable. Paying online is quick and easy using *My Account*.
- We can work with you to establish a deferred payment agreement to address your balance. These agreements require a down payment, and then regular installment payments until the balance is paid.
- Please continue reading below to obtain contact information for winter Energy Assistance. Eligible customers will receive a one-time benefit to help cover their winter electrical expenses.
- Contact us to enroll in our Budget Billing program to avoid bill fluctuations and have a predictable monthly bill. With this program, your utility bill is a fixed amount each month, with a payment amount equal to the average of your monthly charges. The amount will be reviewed and adjusted twice a year to be sure that the monthly payment stays similar to your monthly usage. You can find out what your Budget Billing amount would be, and easily enroll or cancel by logging in to *My Account* online, or by giving us a call.
- Consider enrolling in AutoPay and having your monthly bill automatically deducted each month. Enrollment is simple, and can be done online by logging in to *My Account*.

Failing to keep up with your account during the winter months can have serious repercussions, potentially including one or more of the following:

- By not paying during the winter, you will inevitably find yourself with a very large balance due in the spring. If the average customer with a \$150 monthly bill goes all winter without paying, they will owe over \$1,000 in April, and that balance may be required to be paid in full or result in a disconnection of service.
- Failure to pay your winter bills may cause Stoughton Utilities to require a mandatory security deposit to be posted on your account. The deposit required for customers who do not pay during the winter will be the total of the four highest consecutive month's bills during the last 12 months of service. Using the average \$150 monthly bill, you may be required to pay a security deposit of \$600 in April, and that's in addition to your full past-due balance.
- Stoughton Utilities may choose to take you to small claims court for any delinquent balance, where we may seek damages of up to three times the unpaid balance.
- Stoughton Utilities may submit your account to the Wisconsin Department of Revenue (DOR) for collections through the State Debt Collection Initiative. The DOR will attempt to deduct payment from your state tax refund, garnish your wages, or place a bank levy on the funds in your checking or savings account. In addition, the DOR will charge an additional fee of 15% of the unpaid balance.



If you have questions about your bill, would like to sign up for our Budget Billing program, or need to establish a deferred payment arrangement for your delinquent balance, please give us a call at (608) 873-3379.

Wisconsin Home Energy Assistance Program



As a customer of Stoughton Utilities, you may be eligible for the State of Wisconsin's Home Energy Assistance Program (WHEAP). This program was established to help members of our state with limited financial resources to cover their winter energy costs, including both electricity and natural gas or other heating fuels.

WHEAP electric (non-heating) assistance is a one-time benefit payment during the heating season of October 1-May 15. The funding pays a portion of the household's costs, but the payment is not intended to cover the entire cost of the non-heating costs, and will not cover any part of your water or wastewater charges.

The amount of the non-heating assistance benefit varies depending on a variety of factors, including the household's size, income, and non-heating costs. In most cases, the non-heating assistance benefit is paid directly to Stoughton Utilities, and is applied to future bills to reduce the required monthly payment.

If you live in a dwelling that is heated using electricity instead of gas or oil, then you are may also be eligible for WHEAP heating assistance. This is an *additional* one-time payment during the heating season that pays a portion of your heating costs.

Under the eligibility requirements, customers at or below 60 percent of the state's median income may qualify for WHEAP assistance, including:

- A single person with an annual income below \$26,601 per year;
- A couple without children with an annual income below \$34,785;
- A family of three with an annual income below \$42,970;
- A family of four with an income of up to \$51,155;
- Guidelines for additional household sizes can be found online at www.stoughtonutilities.com.

To determine eligibility, applicants must provide the following to their local social services or energy services office:

- Proof of income for the past three months for all household members 18 years or older;
- Social Security cards for everyone in the household;
- Utility bills (heating and electric) for the past 12 months;
- If applicable, a rent certificate or landlord's statement verifying that heat is included in the rent.

If you are approved for energy assistance through WHEAP, you will receive bill payment assistance for both your Alliant Energy natural gas bill (or other heating provider), as well as your Stoughton Utilities electric bill.

To apply for energy assistance, please contact Energy Services Inc. at (608) 267-8601 to schedule an appointment. You may apply anytime from October 1 through May 15.

Give them a brake!

Working outdoors in Wisconsin's harsh winters is hard enough, but when utility crews have to deal with dangerous drivers in work zones, it only makes it that much more difficult. Whether it's around electric linemen restoring a power outage or a water crew repairing a water main break, work zones are no place for impatience or aggressive driving. The added seconds you may save while speeding through a work zone are not worth placing your utility's worker's lives at risk.

Tragically, over 1,000 people die across the nation every year in road work zones. Please follow these important tips for safely driving in road work zones. Your life – and ours- depend on it!

- Keep a safe distance from traffic barriers, construction equipment, utility workers, and other traffic.
- Always slow to work zone speed limits, or slower.
- Pay attention. Normal speed limits may be reduced, traffic lanes may be changed and people and vehicles may be working near the road.
- Minimize distractions, such as cell phone use.
- Watch for and follow all warning, lane closure, and construction detour signs.
- Plan ahead and give yourself time to reach your destination.
- Always buckle up.



Tree branches vs. electric wires

Tree limbs that come in contact with power lines are a major cause of electrical outages, and limbs that touch electric power lines can become energized or even break and fall, bringing the lines down with them. This risk is increased over the winter months due to the heavy weight of snow and ice accumulation, as well as the high winds that frequently accompany winter storms.

To reduce outages caused by tree contact, Stoughton Utilities prunes trees away from its power lines on a planned five-year cycle. Our line clearance program is one of many efforts we employ to help ensure the reliability of your electrical service, and for many years, our program has been honored with the Tree Line USA award.

Like the majority of utilities nationwide, Stoughton Utilities does not routinely trim around service drops. The service drop is the wire that runs from the pole to your home or business. This line serves only you, and each individual property owner is responsible for keeping it clear of trees and branches. These overhead service lines have insulation on them to protect the wires from incidental contact with energized lines so individuals who are comfortable and responsible around electric wires can easily and safely remove the branches with appropriate tools and equipment for the job. Individuals that don't feel safe or comfortable around electric wires should always hire a professional tree trimming contractor.

When lights flicker during storms and on windy days, it can usually be explained by trees making contacts with overhead power lines located throughout our service territory. This may be happening on the wires between poles located along streets, alleys, or back and side yards, and may not necessarily be happening in front of your homes or on your service drop wire.

Please alert us to any line issue that requires immediate attention, such as broken or dead limbs hanging on or over power lines. Also, remember to take a look up while planning to plant a tree on private property. If you see power lines where the tree will eventually grow, please plant a type of tree that is appropriate for the location and has a limited maximum height. For more information on our line clearance program or information on maintaining your service drop, please contact us.

Look for air leaks, and stay warm

You tell your kids they're heating the Great Outdoors when they don't keep the windows shut or close the door behind them. You could be doing the same thing without even knowing it. Your heated indoor air could be leaking out of your house through the tiny cracks and holes around phone lines, electrical outlets, plumbing pipes, and around windows and doors.

Now that the warm weather of summer and autumn is giving way to the cooler temperatures and harsh winds of winter, it's important to prepare your home for the change in seasons. Finding and sealing the air leaks that create drafty cold spots in your home is a simple home maintenance chore that can potentially save you 5% to 30% in heating costs over the winter.

Take a walk around the outside of your house and you may see little gaps where the inside light shines through around window frames, wall-mounted air conditioners, exhaust vents and more. To find the cracks and holes too small to see, close all your windows and doors, turn on your kitchen and bathroom exhaust fans, and then hold a smoke stick or lit incense stick near each door, window, and exterior wall outlet. If the smoke rises undisturbed, then you are leak free, but if the rising smoke is noticeably disturbed, then you have a small hole or crack to fill.

Once you find the locations where cold air is leaking in, seal them with caulk or weather stripping to keep your warm air indoors where it belongs.

Momentary Outages

Interference from wildlife is the most common cause of power outages at public utilities. As the weather gets cooler, small animals such as squirrels are more likely to be attracted to electric equipment and the heat that they give off, which can cause disruptions and outages in your electric service.

Momentary outages are a sign our system is working. Occasional momentary power outages have always existed and are, in fact, an indication that our electric delivery system is operating safely and correctly. A number of conditions can affect the electric system and result in a momentary power outage:

- Wildlife and other animals
- Lightning, wind, ice
- Tree branches
- A contractor dig-in into buried facilities

What happens during a momentary outage?

Our electric system is designed to sense unsafe or unstable conditions affecting the flow of electricity on a power line - a tree branch or an animal contacting our wires, or weather conditions such as wind, ice or lightning. When the system senses a disturbance, the electric current is automatically interrupted by a device called a recloser, similar to the fuses or circuit breakers in a home. In most cases, within a few seconds, these electrical devices will instantly and safely reclose the circuit to restore power. Occasionally, the device will retrip because the problem still exists on the line. This will cause momentary interruptions and flickering lights. Normally, after three consecutive operations, the recloser locks in the open position. This results in an extended outage requiring the attention of a utility crew.

Using reclosers and other devices for temporary disturbances actually increases the reliability of the circuit. Their operation means that our system is operating exactly as it was designed in order to protect the public from hazardous situations and minimize extended power outages. Without automatic reclosing, a power interruption would continue until a utility employee could travel to the location of the problem, determine the cause and manually restore the power.

Can anything be done to minimize the impact?

There are ways customers can minimize the effect of momentary interruptions on voltage-sensitive devices or equipment. If you're a business customer, our service representatives can provide information about UPS equipment-Uninterrupted Power Supplies and about CVTs (Constant Voltage Transformers) which are used in many commercial and industrial applications to maintain service and voltage levels.

We are very concerned about power interruptions of any length - and are committed to providing safe, reliable electric service. When power is interrupted, be assured that our crews are dispatched quickly to safely restore electric power to our customers.

How Common are Momentary Outages?

The national average for momentary service interruptions is five times per customer per year. In parts of the country where lightning strikes are more common, momentary outages are more frequent. Our system is designed and maintained to help minimize the frequency of momentary outages.

Be prepared for power outages

Wisconsin winters always seem to bring very unpredictable weather, and even a small snowstorm can result in a large power outage. Our overhead power lines and poles are directly exposed to the wind, snow, sleet, and ice, all of which have the power to cause severe damage. Once the lights go off it's too late to prepare for a power outage, so don't get caught searching in the dark for a flashlight or candles.



Medical Equipment

If you or a family member relies on medical equipment powered by electricity, create an emergency plan and create a designated neighbor, friend, or family member that you can temporarily relocate to during prolonged outages. We cannot assure any customer that a storm or equipment problem will not interrupt power, so you should consider purchasing a battery backup system to keep your critical needs equipment running during brief outages.

Remember: Keep emergency numbers near medical equipment and regularly test the equipment's back-up power sources. If your condition warrants immediate attention, always contact 911 for assistance.

Sump Pumps and Cordless Phones

Your sump pump runs on electricity, so consider a battery back-up. Choose one that will switch on automatically if an outage occurs. Your cordless phone will not work during a power outage; consider a spare plug-in telephone, or keep your cell phone handy for emergency situations.

Generators

Test your generator every 30 days to make certain that it is in good operating condition. Always follow manufacturer's directions for safe operation. If back-feeding your generator into your home's electrical system, ALWAYS use a transfer switch or disconnect your main breaker switch. Failure to do so could injure or kill our lineman working to restore our system, or bystanders who come into contact with wires on the ground.

Assemble An Emergency Kit

Prepare one today by gathering a few basic emergency supplies and placing them in an emergency kit that's easy to locate in the dark. We suggest including these items:

- Working Flashlights
- Battery-Operated Radio for news & weather reports
- Batteries for Flashlights & Radio
- Candles & Matches
- Blankets! This is extremely important during the winter since your furnace can not run without electricity.
- Bottled Water (City customers will still have water to their faucets, rural customers may not)
- Canned or Dried Food
- A Corded Telephone (cordless phones don't work when power is out.)



Other Things to Keep in Mind

- Remember that electric garage door openers will not function during a power outage. Place your unit on "manual" if possible.
- Electric sump pumps and pumps used for rural customer's wells also will not work during a power outage.
- Protect electrical equipment from possible surges when power is restored. Use surge suppression devices to protect sensitive equipment such as computers, fax machines, answering machines, televisions, stereos and major appliances - or simply unplug them.
- A power outage may affect the operation of security and alarm systems.
- Protect food from spoiling by keeping freezer and refrigerator doors closed as much as possible. Food will stay frozen up to 48 hours if the door is not opened frequently.
- Blinds and curtains will help shield against the heat of the sun, so while the air-conditioning is off you should keep your windows covered.
- If you leave your home or business, switch on a light that can be seen from the street. Our crews often "spot check" to ensure all customers have their electricity back on. Try to shut all other appliances and electrical equipment off.
- For the safety of everyone, stay clear of crews, vehicles and equipment in the area.
- After the power is restored, you can safely reconnect appliances and equipment, and reset devices that operate on timers.
- Stoughton Utilities' drinking water and wastewater treatment processes will be active during an outage.

Create a Family Plan

Parents: make sure your children know what to do if an outage happens while they are home alone or with a caretaker. Make sure they know how to stay warm, and check in with them frequently.

Online E-Billing and E-Pay

Go green, go paperless!

How would you like to never again open your mailbox to receive your Stoughton Utilities statement, or to never have to write another check to pay your bill? You can make this happen, simply by enrolling in paperless E-Billing, making your payments online using *My Account*, or enrolling in our AutoPay program.

These choices are simple, convenient, and smart. With paperless billing, there are no bills to mail, file, or to clutter your mailbox. You can manage the entire bill-paying process online, including access 24 hours a day to view past bills, payment activity, and flexible payment options. Going paperless also keeps you in control of the security of your personal information, as well as reduces your impact on the environment. By enrolling in AutoPay, the billed amount due will be deducted each month on the due date from your checking or savings account, or charged to your credit or debit card.

Log in to *My Account* online at stoughtonutilities.com to go paperless today.

In addition to payments and E-Billing, *My Account* also allows you to manage other payment and billing options, including Budget Billing, RoundUP, and renewable energy. We have also added new and improved ways to monitor and review your energy and water consumption. You can compare your bills to those of other customers near your neighborhood, analyze your present and past bills to learn more about how your usage has changed over time, see how the weather may be affecting your consumption patterns, and more.

Is it really flushable?

A lot of personal hygiene products claim to be sewer and septic safe, but before you actually flush them down the toilet, think again. There are only two items that should ever be flushed: human waste and standard toilet paper. All other products such as baby wipes, moist towelettes, "flushable" wipes, paper towels, rags, cloth diapers, cleaning pads, and more should always be discarded in the trash, not the toilet. These products do not break down in the sanitary sewer system, and can clog laterals, sewer mains, pumps, all of which can lead to sewer backups into homes and businesses.

What we put down our drains and toilets can not only clog our sanitary sewer and septic systems, but they also can negatively impact our environment and put our health at risk. Hazardous materials such as motor oil, antifreeze, paint and paint thinners, mercury, and even unused pharmaceutical drugs can remain in our waterways even after treatment.

If you need to discard hazardous materials, visit the Dane County clean sweep collection site. You can find more information at danecountycleansweep.com.

If you need to dispose of unused prescription pharmaceuticals, over-the-counter medicines, and vitamins, you can safely do so at any MedDrop site, including the drop box located outside the Stoughton Police Department's main entrance. More information, as well as a listing of other MedDrop sites can be found at safercommunity.net/meddrop.php.

There's no natural resource like community

At Stoughton Utilities, "local" isn't a buzzword. It's a promise. We've been a part of the Stoughton community for 126 years, and have always promised our neighbors a few things. Clean, affordable power; giving back through public investment; scholarships and education; helping folks with energy-saving advice and ways to lower utility bills. And to put Stoughton's future – *your* future – first.

Stoughton Utilities believes affordable public power strengthens our community and helps our neighbors. That's why, through WPPI Energy, we're partnering with other local not-for-profit utilities to share resources and lower costs.

With public power from Stoughton Utilities, the decisions we make, and the good we do for the environment happens right here. To learn more, please visit us online at WhyPublicPower.org or at stoughtonutilities.com.

LIVELines

Volume 65, Issue 11 | November 2017

2 Executive Director Report

3 Safety Notes

8 Events

9 Classifieds

A Word From Jake Kallies

First off, I would like to begin by extending my heartfelt thanks and appreciation to all the workers that volunteered to go to Florida. Just as importantly, I want to share my gratitude with all the managers, coworkers and family members of these individuals as well.

Put simply, it was truly an awesome group of men that stepped forward to go work in Florida. It was my honor going with this group and I would do it again at the drop of a hat. That group effort extends beyond each individual worker to their loved ones, bosses and coworkers – people who had to take on the burdens of an extra work load at home or work while worrying for the guys as they embarked to unfamiliar territory.

Our group ran the gamut of experience ranging from a first day apprentice to a lineman in his last year of work before retirement. With such a range of knowledge and personalities it was an experience that I wish everyone could get. They did everyone in Wisconsin proud even though most of them will just tell you they were doing their job. I know that each and every single one of them wished they could have done even more while they were there. They didn't want to leave until every person in Florida had their power restored.



We learned some new things while working in Florida and had to add in some rather odd safety reminders to the morning tailgates. Cottonmouth snakes are mean, will strike at you and are currently in areas they shouldn't be due to the hurricane. If bitten, call 911 for a ride to the hospital and a large dose of antivenom. Great for a bunch of boys from Wisconsin! While climbing poles make sure you keep a hammer with you to take care of the scorpions that live in the holes – they come out as you climb! Finally, my favorite,

there are gators everywhere and when or if you come across one, do not run straight away. You must zig-zag because of the way their eyes are on their heads, they must turn their body to see you and that slows them down. Apparently, they can catch you on a straight away even with those short stubby legs! All I can picture with this is two of us taking off to run and going smack dab into each other and becoming gator food. I will take the bears and wolves here in Wisconsin any day!

...continued on page 7



MEUW Executive Director Report

From Jeff Stone

It has been a fast first year for me here at MEUW. It seems like I just became a part of the team, and yet so much has happened in the 12 months since I took on the role of Executive Director.

Over the course of the year I have been able to travel Wisconsin and visit over 40 of our members in their communities. This has been a great experience getting to know more about our members and their utilities, as well as the communities that they serve. Whether it's George in Cuba City, or Greg in Oconto Falls, I like being able to picture each of you and your communities when you contact the office for service or with a question.

I have been impressed with the caliber of staff in our MEUW communities, and their openness and willingness to share with me about their utility, their local community, and how MEUW can better serve their needs as one of our members.

When I arrived here last year I didn't fully appreciate the number and scope of all the events that MEUW conducts during the course of the year. Kicking off with the Joint Superintendents Conference in January, our Annual Conference, Management Training, Customer Service Roundtables, Watt Hour Meter Workshop, Accounting and Customer Service Seminar, through the year to our Fall District Dinners, we present trainings and opportunities for our members to network on a regular and frequent basis.

I need to mention our advocacy programs as well. Both the APPA Rally in DC, as well as our Legislative Day in Madison are other great events that allow our members to come together around issues of mutual concern. We have had success this year on the legislative front fending off efforts to restrict our revenue from private companies that want to place attachments on our facilities or poles. We must remain vigilant and be continually engaged with legislators and regulators in order to protect our members from changes like this that could negatively impact our members.

I also have been impressed with the extent of service that MEUW provides to our members beyond the traditional advocacy that is normally provided by an association like ours. Our Regional Safety Program is substantial, reaching beyond our members and into the communities that they serve. The program has strengthened this year under Mike Czuprynko's leadership, and we anticipate more positive developments as we move into the new year.

Job Training and Safety is also a core benefit to our members. Steve Hedden has generously shared his valuable institutional knowledge with me throughout the year, while the addition of Jake Kallies has given us a strong addition with a fresh perspective on how we can help our linemen make safety a top priority. I was very impressed by the professionalism both displayed in coordinating and delivering our mutual aid response to hurricane Irma.

This year we also took on additional activities in order to help our association and our members meet new and pressing challenges. Working with WPPI we held two timely events. One was the Cyber Security Desktop Exercise done in conjunction with APPA and the Department of Energy. The second was a Territorial Seminar led by attorney Anita Gallucci directed at helping our members better understand legal and regulatory issues regarding their service territory.

Finally, we have embarked on the creation of a strategic plan to help lead MEUW into the future. MEUW has been through tremendous change internally, and faces a rapidly changing business and regulatory environment. By laying out a strategic plan for our organization, we are working to strengthen MEUW so that we can effectively assist our members in safely navigating the fast-changing utility environment that we all face, both now and in the future.

Jeff Stone



Safety Notes

From Mike Czuprynko, MEUW Regional Safety Manager

2018 is just around the corner, and the Regional Safety Program is ready to make another step forward. We are looking to expand our team to help with workloads, and give us the resources to serve other communities that are not currently in the Regional Safety Management Program (RSMP). Whether that would be for anybody that would like to go through an ala-cart training, and/or to join our program and receive the full benefit of our safety services. The team and I are very excited for this opportunity; we have been working very hard this past year to enhance our training by adding new equipment and revamping our deliveries, updating our written program templates, streamlining our audits and inspections with new reporting software...the list goes on. We would love to show how we can help those that are not benefiting from the program. I would encourage anybody that has even the slightest interest, to reach out to me and we can discuss how our program would benefit your community.

We are here to interpret and help execute safety regulations, which are state and federal laws, so ask yourself, what happens when you're not complying with a state and federal law? What are the repercussions? Nobody wants to be in that position, and that's where we come in. The Department of Safety and Professional Services (DSPA) are very familiar with MEUW's safety program; we have a reputable product that we are ready to serve to others.

Staying on topic with improvements, there is still time to join MSDSonline through MEUW: We have 17 communities that are currently interested, which puts the price per community at \$1127 per year, that's 60% cheaper than what the cost would be if you decide to go on your own! And we can continue to keep driving that price down with more participants. Each participant makes a difference, there is a price break for every community that joins. The following is a high-level price breakdown (note-these are annual costs): 1 Member- \$2,742, 10 Members- \$1,664, 20 Members- \$977, 30 Members- \$678, 40 Members- \$549.

If you're looking for peace of mind with your Safety Data Sheets and labels, without worry about if you have an updated version if they're in GHS format, or even if you have an SDS for a product, then MSDSonline is the answer for you.

Again, anybody that has interest, please feel free to contact me.

This is an exciting time for our Regional Safety Program, and we want to share this excitement with you, we know we can provide a great, quality product, our team has worked very hard all year to do that, and take the program to the next level. With that said, don't be afraid to reach out and learn more about how you can benefit from the RSMP.

Mike Czuprynko

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10-Hour OSHA Seminar

From Steve Hedden, MEUW JT&S Instructor

November 29-30, Marshfield, WI - [Click here to register!](#)

The MEUW will again be hosting a 10 Hour OSHA seminar provided by Matt Edmonds of SET Solutions LLC. This 10-hour OSHA Seminar is specifically designed by SET Solutions, to cover safety regulations that apply specifically to electric utilities. Attending this seminar will be beneficial for supervisors, utility directors, general managers, foreman, lineman and anyone who has an active role in the safety of the utility and its employees. This course will help you to understand the rules which dictate required safe work practices, and relevant tool and equipment requirements. The knowledge gained in this seminar will help you to make decisions on the jobsite and in directing your utility to reduce risk. In addition, for those who supply equipment or tools that help utility workers to meet OSHA requirements this course will provide you with knowledge needed to choose the correct equipment. Training will conform to OSHA Training Institute (OTI) requirements and will include a review of OSHA's new electric power standards, OSHA's role in worker safety, contractor/host employer information sharing requirements, switching and tagging requirements and fall protection. The instructor Matt Edmond's comprehensive curriculum and thought-provoking stories will help you relate the materials to your utility operations and give you a clear picture of what you need to do to achieve or maintain compliance. Each participant that successfully completes the class will receive a certificate of completion and an OSHA pocket card.

The course will be held at the Hotel Marshfield in Marshfield Wisconsin on November 29 – 30, 2017. This hotel has been beautifully remodeled and will provide a great location for this seminar. Please mark your calendars and join us there. Registration information will be available soon on the MEUW website.

Steve Hedden

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Why Should We Put Policies and Procedures in Writing

From Mike Martin, MEUW Regional Safety Coordinator - Region 4

If your municipality is small or large or if it operates under a close-knit management group, policies may be “understood.” This means that while you may not have written policies, supervisors and foreman have good idea of what the expectations of the municipality are regarding issues that pertain to employees.

Relaying on “understood” policies, however, may lead to misunderstandings. For example, the Electric and Light Department Supervisor calls a meeting and launches into a tirade about the number of employees he sees not wearing appropriate personal protective equipment (PPE). One foreman may interpret it as a decided shift in the municipalities policy toward this requirement. He responds with a crackdown on lapses in following PPE requirements in his area, disciplining every employee who fails to wear PPE when appropriate. Another foreman that was present at the same meeting, does not take the supervisor’s tirade as seriously. He knows that lapses will occur. Besides, he is certain that the supervisor was not directing his comments at his area. He knows there are other areas within the Electric and other departments that are far less strict about PPE than he is. So, he decides to sit tight for a while and wait for this “storm” to blow over before he does anything drastic.

Just imagine the kind of resentment and frustration a situation like this might create. What if a few of the employees from the department eat lunch together and begin to compare notes on how their foreman reacted to the supervisor’s tirade? The individual whose foreman disciplined him will have good reason to be upset. On an organization-wide basis, this can mean lower morale and productivity, more grievances, and understandably poor relations between the foreman and employees. In addition, neither foreman has done anything that will consistently improve employee compliance with the requirement to wear PPE.

Supervisors and foreman who have worked for the same municipality for a number of years may think they understand its policies. Usually all they really have is a sense of how their peers and predecessors have handled similar situations in the past. Other supervisors go on instinct, dealing with each situation as it arises and relying on their own “good” judgment to make the right decisions. Either approach will almost certainly result in inconsistencies. These inconsistencies can result in misunderstandings, grievances, and even lawsuits. There have been many instances where supervisors and foreman have taken a single supervisor’s decision – with no written policy to back it – as “policy setting.” The decision has then influenced many similar decisions by other supervisors and foreman throughout the organization. If the original decision was sound, this may not result in any immediate disastrous consequences. What happens, however, if that supervisor acted illogically, irrationally, or even illegally? Supervisors and foremen who think they are in accordance with “municipal” policy may repeat the original error in judgement many times.

These kinds of situations illustrate why a policy manual is absolutely essential in today’s complex, competitive, and regulation-ridden work environment. Employers cannot expect their supervisors or foreman to keep up with the many forces that continually shape a municipality’s policy. Among these forces are the latest changes in the law, changes in the character of the work force and its expectations, and changes in operations. There should be a single, current, authoritative source of guidance and information that they can use when making decisions or enforcing policy. This will reduce the tendency to act on memory or instinct. With a policy manual, supervisors and foreman will be able to act decisively, fairly, legally and consistently. Employees will also know that their supervisors or foreman are acting in accordance with municipal policy as well as applicable federal and state regulations.

Of course, a policy manual may not answer all your problems. Your supervisors and foreman must know what your policies regarding employee safety and health are, and understanding the reasons behind them. Without this understanding, you cannot expect them to carry the policies out with the commitment that is so vital to their effectiveness. Take for example your right-to-know program as an example. Let’s say a supervisor must hire a large number of summer workers and get them in the field quickly. The supervisor knows it is your policy to provide all new hires in that department with right-to-know training as the Occupational Safety and Health Act requires. However, the supervisor has projects that need immediate attention and would like to ignore the requirement, especially since the employees are short term. If supervisors do not understand how the failure to comply with OSHA might result in injury to employees and/or fines to the municipality, they may not cooperate with your effort to provide employees with a safe and healthful workplace.

Mike Martin



Hitting the Ground Running

From Eric Searing, Marketing and Member Services Manager

I just want to say thank you to everyone for the warm welcome since I have joined the staff here at the MEUW! I am looking forward to meeting more of you in the days, weeks and months ahead.

To say that things have been busy since I came aboard the MEUW team here in September would be an understatement. All of us here have been working hard to ensure that we are doing our best to deliver valuable seminars and training for you and your staff.

Earlier last month we partnered with WPPI to hold a Territorial Seminar conducted by Boardman and Clark Attorney Anita Galluci that covered the right-to-serve and territorial challenges facing publicly owned utilities. As October came to a close, Dave Krause of Krause Power Engineering and Linda Pophal joined us and close to 40 of our MEUW Management Training Program participants to discuss the finer points of risk management, succession planning and strategic planning.

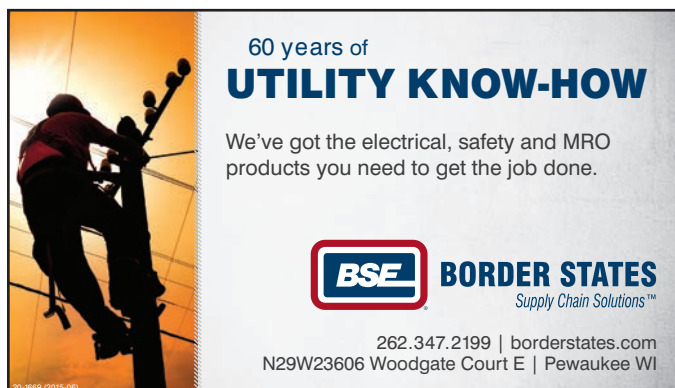
The end of October also saw us restart an old MEUW favorite, the return of district dinner meetings. According to our records, it appears that 2014 was the last time we held district dinners around the state. We kicked off the first of our 7 scheduled dinner meetings by hosting Districts 7, 9 and 10 at Hi-Way Harry's in Johnson Creek followed by District 4 at Machut's Supper Club in Two Rivers.

Please be sure to check the MEUW website for locations and to register for the remaining upcoming dinners. Moving forward, we hope to hold these with regularity every Fall in the years to come. The dinners are a terrific way to break bread with your neighboring utilities and communities, hear about what is going on at the state and federal level and to share what is happening in your area.

Some of you have begun asking about the Joint Superintendents Conference in January. We are working diligently to put together an interesting and informative program. Stay tuned!

Now that November is here, I would like to give early thanks ahead of Veterans Day to all our members who have served or are serving in the Armed Forces. For those that may have served in the Marine Corps, I also want to say "Happy 242nd Birthday!" If you're heading out for gun deer season, have a safe and successful hunt. Lastly, have a Happy Thanksgiving!

Eric Searing



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A Word From Jake Kallies *continued...*

Overall, the people of Florida were great and very appreciative of the help. Most were amazed at the amount of work the crew did while we were there. We even heard a comment that the group was crazy for going at the pace they did for so long. What we were able to accomplish is the result of the work ethic instilled in us here in the Midwest and the drive of our guys to help those in need.

However, it would not have been so successful without the foremen in charge of the crews and the extra work they put in. Those foremen stepped up and ensured that everyone worked safe and efficiently on the crews and put up with the constant phone calls and extra duties of the crew leader position. Thank you to those foremen and their crew members:

Tony Schuchardt (Mike Parker, Steve Attoe, Ryan Rhoehrborn, Tony Luell, Neil Jack, Corey Huntley, Barry Breitrick, Ben Samsa, Austin Neis, Dennis Duren)

Jim Seefluth (Robert Olwell, Jon Vissers, Jared Hartl, Brad Wood, Scott Miltimore, Luke Heideman, Aaron Reichlin, James Bleeker)

Adam Carrol (Aaron Retzlaff, Gage Wainio, John Salscheider, Justin Bearman, Jacob Zipperer, Matt Kiecker)

Troy Murphy/Shawn Dilley (Dave Koenig, Dylan Severson, Curt Krielkamp, Keith Priesgen, Matt Robison, Jordan Robertson, Carl Deans, Kurt Meyer)

Also, we can't forget the Plymouth Tree crew. They worked with every one of our crews, always did what was asked of them, whether it was trimming or being a ground man for the lineman, and they worked hard at it. Thank you, Gary Schallock, Mitchell Krewald, Bruce Pfeifer.

So, in conclusion, I can't put into words how grateful I am for all these professionals and the work they did. My number one goal was to go down there, be safe and bring everyone back in the same shape they left. My second goal was to help as many people as we could in our time there. I believe that we greatly exceeded both of those goals and everyone should be extremely proud of all those that went.

Thanks So Much!

Jake Kallies

MEUW Job Training and Safety



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Management Training Program: Session C Wraps Up

Pictured From Left to Right Are Dave Krause from Krause Power Engineering, Shawn Marsh of Marshfield, Melissa Barnes of Marshfield and MEUW Executive Director Jeff Stone. Shawn and Melissa were two of five graduates who successfully completed the MEUW Management Training Program at Session C in October.



Districts 7, 9, 10 - Dinner Meeting

MEUW Executive Director Jeff Stone gave updates on what is happening at the State and Federal Level at Hi-Way Harry's in Johnson Creek during the District Dinner Meeting held for district 7, 9 and 10. We had 28 attendees that included utility managers, commissioners and locally elected officials from MEUW member communities.



Upcoming Events

- Nov. 2 [District 3 Dinner Meeting](#) - Woodland Supper Club, Gresham
- Nov. 14 [Districts 5 & 6 Dinner Meeting](#) - Reedsburg Country Club, Reedsburg
- Nov. 15 [District 8 Dinner Meeting](#) - Red's Supper Club, Cuba City
- Nov. 28 [District 2 Dinner Meeting](#) - Skyline Golf Course, Black River Falls
- Nov. 29 [District 1 Dinner Meeting](#) - Lehman's Supper Club, Rice Lake
- Nov. 29-30 [OSHA 10-Hour](#) - Hotel Marshfield, Marshfield
- Jan. 17-19 [MEUW/WI REC Joint Superintendent's Conference](#) - Glacier Canyon Lodge, Wisconsin Dells
- Feb. 26-28 [APPA Legislative Rally](#) - Mayflower Hotel, Washington, D.C.

Mark your calendars! Visit the MEUW [website](#) for a full list.



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Classifieds

Manitowoc Public Utilities has openings for a **water system operator** and **journeyman line technician**. The water system operator 's responsibilities include the control, operation, and maintenance of the state-of-the-art Microfiltration Water Treatment Plant and related production facilities, and maintenance and repair of the water distribution system and related facilities. The journeyman line technician will be responsible for constructing and maintaining electric power facilities up to 69 kilovolts. [Click here](#) for complete job descriptions and application details.

The Village of Cadott is looking to hire a **Lead Journeyman Lineman**. The candidate must be capable of performing all aspects of electric distribution overhead and underground construction. [Click here](#) for a complete job description and application details.

Send your employment opportunities to info@meuw.org.



Jeff recently had to travel outside of the state of Wisconsin, can you guess where this solar generator is?

.....

Wisconsin is filled with extraordinary communities, people and things to see. The Badger State is loaded with amazing destinations! Executive Director, Jeff Stone, will be out and about visiting Wisconsin. Look here for snapshots to figure out...where in Wisconsin is Jeff Stone?

Submit your guess to info@meuw.org and you could win a MEUW prize package.

WINNERS

- JULY (River Falls): Lori Nyhus - Cumberland Municipal Utilities
- AUGUST (Hazel Green) Jim Goffinet - Village of Benton
- SEPT. (Two Rivers): Okho Bohn-Hagedorn - Energis, Green Bay
- OCTOBER (Manitowoc): Jason Bieri - Sturgeon Bay

Job Training & Safety Schedule






Utility University

Accounting fundamentals workshop for public utilities

Thursday, Oct. 19, 2017
Wisconsin Dells



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- From Procurement to Recovery: Understanding the FEMA Grant Process Webinar Series
FEMA Basics for the Municipal Utility **Nov. 14**
- Workforce Webinar Series
Game Changers and Gaps in the Energy Workforce Pipeline **Nov. 15**
- Customer Engagement Webinar Series
Using Online Customer Engagement Strategies to Improve Satisfaction and Program Participation **Nov. 16**

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At Stoughton Utilities, we believe affordable public power strengthens our community and helps our neighbors. That's why, through WPPI Energy, we're partnering with other local not-for-profit utilities to share resources and lower costs.

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Success Story

Thermal Design Solar Project

Thermal Design, Inc. is a recognized innovator in the metal building insulation industry with over 30 years of history developing and manufacturing effective insulation systems including Simple Saver System[®] and AutoCeil[™]. Based in Wisconsin and Nebraska, Thermal Design, Inc. assists contractors, designers and building owners with commercial energy code compliance solutions and provides products and services which integrates the design of insulation, HVAC, lighting, controls and power generation specifically tailored for pre-engineered metal buildings.

The goal was to compliment their existing energy efficient manufacturing facility by investing in a solar electric system that would prove to be economical while simultaneously reducing the company's carbon footprint. Synergy Renewable System's proposed Thermal Design, Inc. with a new 34.98kW roof mounted array, comprised of 132 (265 watt) panels, and was sized to offset 100% of the facility's electrical use with a kw demand offset of 17.49. Annual savings are estimated at 45,995 kilowatt hours and \$5,519.40. The RECIP funding award of \$18,398 from Focus On Energy helped Thermal Design, Inc. outline an incredible estimated payback of only five years for the new solar electric system.



Above is a picture of the Big Check Presentation at Thermal Design Inc. The 8 employees of Thermal Design are standing on the left. Continuing from the left is Ryan Harkins, Synergy Renewable Systems; Brian Hoops, Stoughton Utilities; and Jeff Danielson, Focus on Energy.



Above is a picture of the solar array on the roof at Thermal Design. From Left: Ryan Harkins, Synergy Renewable Systems; Brad Rowe, Thermal Design

things you should KNOW

Michael W. Peters, President/CEO

Monthly Wrap-Up for October, 2017

Issued Nov. 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.

Budget Update: Member Webinar Dec. 7 and Board Meeting Dec. 15. At its October meeting, the Executive Committee reviewed in detail the WPPI Energy 2018 budget. We anticipate that, at its November meeting, the EC will take action on a recommendation for the Board of Directors to approve the proposed 2018 budget. While all members are welcomed and encouraged to participate and engage at any stage during the budget development process, December brings two specific opportunities for review and discussion by all members. I hope you will save these dates on your calendars:

Webinar. We will host a webinar for all members to review the 2018 budget in detail at 1:30 PM on December 7. We will send the proposed budget to all members on November 29 for your review in advance of the webinar.

Board Meeting. The Board of Directors will take up approval of the proposed 2018 budget during its December 15 meeting at WPPI Energy. We will again also offer the opportunity for participants to attend the December board meeting via videoconference from Crystal Falls. The agenda and materials for the board meeting will be sent out on December 6.

Energy Policy Advocacy: Lend Your Voice to Protect Those You Serve. One of the many advantages of being a locally owned utility is your ability to directly serve your friends and neighbors. For many WPPI Energy members, this advantage comes with a sense of duty to weigh in on the energy policy issues that could impact local customers and the community. Working together on outreach to our policy makers helps make each WPPI Energy member's voice stronger. I want to be sure that you are aware of two such current opportunities.

Legislative Rally in Washington, DC. The American Public Power Association's annual Legislative Rally is crucial to ensuring that members of Congress hear the voices and concerns of WPPI Energy members. The dates for this event in 2018 are February 26-28. We offer a travel grant for the chief elected official from each WPPI Energy member community covering all rally-

related expenses (flight, hotel room for two nights, registration and stipend), and an airfare grant for all other WPPI Energy member attendees. Please watch for more information later this month.

In-District Energy Advocacy Series (IDEAS). An in-district meeting with your legislator is an opportunity to showcase the value your utility provides to local constituents and to build strong working relationships with the policy makers elected to represent your customers. WPPI Energy regularly coordinates in-district visits with legislators hosted by member utilities.



Above: U.S. Rep. Bergman with WPPI Energy members and staff in Norway.

Top right: Wis. State Sen. Miller with WPPI Energy members and staff in Stoughton.

Bottom Right: U.S. Rep Gallagher with WPPI Energy members and staff in Kaukauna.

Recently, we have held in-district meetings with U.S. Reps Jack Bergman and Mike Gallagher, and Wisconsin State Sens Sheila Harsdorf and Mark Miller. We have scheduled a Dec. 4 meeting with State Sen. Howard Marklein, hosted by Boscobel Utilities, and we still hope to set up a few more visits yet this year.

The meetings have provided a great opportunity to bring together elected officials with utility managers, commissioners, mayors, administrators, council members and WPPI Energy staff to discuss both utility-related and local issues, including:

- Preserving the tax-exempt status of municipal bonds – an especially timely topic given the U.S. Congress' current focus on tax reform
- Topics related to the local economy, development, and jobs in the district, such as:
 - The value of public power

- Utility regulation
- Municipal utility energy efficiency efforts
- Cybersecurity
- Distributed generation
- ...and more

If you would like an in-district visit with your legislator, please contact Joseph Owen at jowen@wppienergy.org or 608-834-4517.

Promoting the Value of Your Utility: Badger Sports Partnership and More. Public Power Week was celebrated in the first full week of October, with WPPI Energy members hosting a variety of special events ranging from customer luncheons to scavenger hunts, and a unique new “Made with Public Power” campaign in River Falls. Not just during Public Power Week, but all year long, utilities from across the membership use funding and promotional materials from WPPI Energy to help tell the story of all the good that local utilities bring their communities.

Last fall, we introduced a new component of our “Value of Public Power” toolkit in the form of a partnership with Wisconsin Badger Sports to increase customer awareness of your utility and the benefits it provides. At the direction of our Member Services Advisory Group, we are now entering the second year of this campaign, which includes:

- 30-second radio ads during Badger men’s hockey games across a statewide radio network of 41 stations.
- In-game mentions sponsoring up to three power plays per game.
- A twice-monthly full-page ad in the digital magazine, *Varsity*.
- Web ads throughout uwbadgers.com.

To ensure equity for our Iowa and U.P. members, we’ll make proportional advertising efforts in their local markets.

For more information about this effort and the wide variety of additional materials and support available to help you promote the value of your utility, please contact your Energy Services Representative or Manager of Marketing Programs Steve Lightbourn at 608-834-4519 or slightbourn@wppienergy.org.

Municipal Territory: Protecting Your Utility’s Ability to Grow. This past month, we hosted at WPPI Energy a Municipal Territory Seminar offered in conjunction with the Municipal Electric Utilities of Wisconsin. We know that the long-term sustainability of public power utilities will depend in part upon their ability to grow and serve more customers, and based on the strong level of interest and participation in this recent event, it is clear to me that our membership continues to take this issue seriously.

It is for this purpose that the WPPI Energy membership established in 2015 our Electric Service Territory and Customer “Right to Serve” Program. Through the program, WPPI Energy can assist members with legal and/or consulting fees to address challenges related to electric service for specific customers or broader boundary issues with surrounding suppliers. Members may request funding support up to a maximum of \$10,000 per year and must provide a 50% match for the funds requested. For more information, contact Lauri Isaacson at lisaacson@wppienergy.org or 608-834-4571.

Outage Management Task Force Meets December 4. As we discussed at the Annual Meeting, utility outage management can encompass a wide variety of tools, technologies and practices. Early in 2017, the Executive Committee formed a member Outage Management Task Force to consider how our joint-action model might be applied to help meet members’ needs in this area. The task force’s next meeting is on December 4, when several vendors will present their outage management solutions. As with all of our board advisory groups and committees, these meetings are open to the entire membership. If you’re interested in sitting in or have questions about this initiative, please contact Chris Chartier at cchartier@wppienergy.org or 608-834-4514.

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.

FALL 2017

Renewable report

Shared strength through  WPPI Energy



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Eyes on the Sky

If you were like most Americans, you were looking up (with approved glasses, of course) at the sky around 1 p.m. central time on August 21st. Although total solar eclipses happen somewhere on earth every 18 months or so, this was the first time in 99 years that the eclipse's shadow crossed the entire U.S. mainland from west to east. An estimated 20 million people gathered in the path of totality and celebrated—from the Oregon Solar Fest in Madras, OR to the Chattanooga Belle Farm & Distillery Eclipse Fest in Long Creek, SC – with music, food and other festivities. A University of Michigan study estimated that over half of all American adults ventured outdoors to watch the eclipse, and NASA's live stream drew 4.4 million people – the most of any event in the agency's history.

- The eclipse was expected to require utilities to replace solar generation with other sources as the skies darkened over solar panels across the country. However, Reuters reported that there was no major impact on electricity supply in most areas, as regional operators noted that cooler temperatures and lower air conditioning usage reduced demand. Most people were probably out watching the event and not using electricity, anyway.

Solar Energy Production During the Eclipse



Here's how the eclipse affected solar energy production at the Bekkum Memorial Library in WPPI Energy member community Westby, WI. The dip in production is clearly seen from the start of the eclipse to the finish, with the sun's maximum coverage occurring around 1:00 p.m.

- If you were lucky enough to be in the path of totality, you probably had a special experience. For one couple in Greenville, SC, one of the cities along the path, this day was particularly notable—their baby daughter was born at 8:04 a.m. In keeping with the spirit of the occasion, they named her Eclipse.



sustainable LIFE HACK

Eat Local and in Season!

When possible, it's always beneficial to select locally grown produce. Supporting your local farmer's market is not only a healthy and cost-effective choice, it's also sustainable. Buying directly from the farmer creates less demand for out-of-season produce, which means less transportation and refrigeration. Fall is a great time to take advantage of local harvests – try this recipe to warm you and your family on the cool days ahead:

Butternut Squash Soup

- 1 medium butternut squash, halved
- 1 medium onion, chopped
- 2 TBs butter
- 2 cloves of garlic, minced
- 6 cups vegetable or chicken stock
- 1/4 cup cream
- Nutmeg
- Salt & Pepper
- Toasted pumpkin seeds for garnish

Submitted by Cory Neeley, Evansville

Bake squash at 350°F for 45 minutes until tender. Once tender, remove squash from the skin. Sauteé butter, garlic and onion in a large stock pot. Once the onions are nearly translucent, add the cooked squash and broth. Simmer on low for 20 minutes. Use immersion blender or food processor to blend the soup to a creamy texture. Add cream and bring to a boil. Reduce to low and serve. Add nutmeg, salt, and pepper to taste. Use pumpkin seeds for garnish.

What do you do in your home that saves energy or helps the environment? Submit your Sustainable Life Hack to renewablereport@wppienergy.org to be featured in the next issue. If your hack is chosen, you'll win a pack of LED light bulbs!



Stoughton Utilities is 1 of 45 utilities throughout Wisconsin, Michigan and Iowa that offer the Renewable Energy Program through WPPI Energy. Together we support sustainable, green power for our communities.

MEMBER SPOTLIGHT: STOUGHTON, WIS.

Located about 20 miles south of Madison, Wis., Stoughton is a tight-knit community known for its Norwegian heritage and small town charm. 395 Stoughton Utilities' customers participate in the utility's renewable energy programs. Their enthusiastic response to the programs consistently earns the utility and community recognition from the

U.S. Department of Energy's National Renewable Energy Laboratory.

"The Renewable Energy Program is a super easy way to do the right thing. As we progress toward easily available alternative energy sources, it feels good to contribute to that goal."

- Chris David, program participant



Local businesses that purchase enough blocks to power 100% of operations with renewable energy:

- Brown's Bait & Landing
- Famous Yeti's Pizza
- Shaw Builders & Design
- Oceanhawk Counseling Alternatives
- Woodland Studios

Renewable Energy Program



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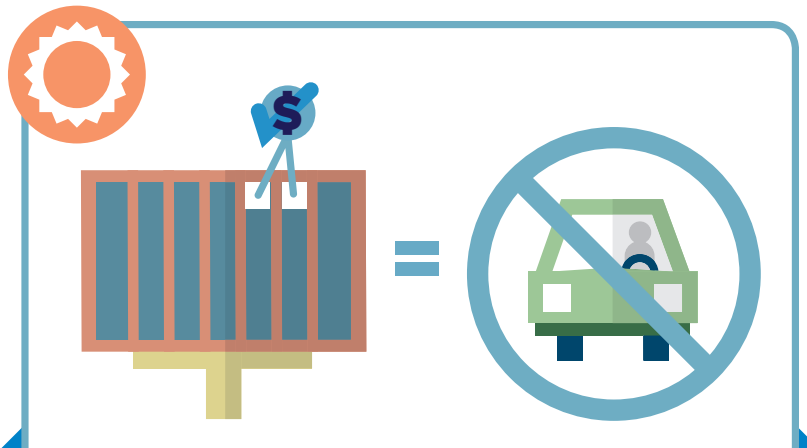
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Purchasing two blocks of renewable energy each month is equivalent to the carbon dioxide reduction of taking your car off the road.

FISCAL YEAR 2017

THIRD QUARTER HIGHLIGHTS



November 14, 2017

Financial Highlights

In the third quarter of 2017, WPPI Energy's change in net position was \$18,744,561 compared to \$4,054,133 in same quarter last year. This was primarily the result of implementing seasonal wholesale rates. The seasonal rates, which were effective starting January 1, 2017, reflect higher demand charges during the summer months compared to the rest of the year.

The seasonal rates were designed to recover additional revenue from members during the summer period when additional capacity costs are imposed on the system. While WPPI Energy's peaking capacity needs are driven by the system's summer peak demand, the cost associated with that capacity was generally paid throughout the year. Therefore, the seasonal rates create a mismatch between booked expenses and revenues on a monthly basis. The adoption of the seasonal rate design is not expected to have a material impact on year-end financial results compared to the prior year.

Energy sales to members totaled 1,352,239 megawatt-hours (MWh) in the third quarter of 2017. This is 70,132 MWh or 4.9% less than the same quarter last year. Total operating revenues for the third quarter were \$145,849,209 or 6.3% higher than the same quarter last year. Total operating expenses for the third quarter were \$123,626,035 or 5.0% lower than the same quarter last year.

Power Supply Update

WPPI Energy's 20% share of Boswell Unit 4 generated 206,304 MWh at an average capacity factor of 79.9% during the third quarter. This compares to generation of 217,271 MWh and an average capacity factor of 84.15% in the same quarter last year.

WPPI Energy's 8.33% share of the Elm Road Generating Station units generated 175,721 MWh at an average capacity factor of 75.3%. In the same quarter last year, the units generated 197,776 MWh at an average capacity factor of 84.8%. Unit 1 was out of service for 9 days in September to repair tube leaks and Unit 2 was out of service for a total of 25 days during the third quarter to repair tube leaks.

News Highlights

In August, WPPI Energy and Chicago-based developer Invenergy announced an agreement that advances plans for constructing the 132-megawatt Bishop Hill III Wind Energy Center in Henry County, Illinois. Bishop Hill III is scheduled to begin commercial operation by mid-2018.

WPPI Energy will buy all of the electricity from the facility through mid-2040. Bishop Hill III is projected to be the most cost-effective option currently available to WPPI Energy, and the addition of more wind energy resources will increase the diversity of the organization's power supply portfolio.

Company Profile

WPPI Energy is a regional power company serving 51 customer-owned electric utilities. Through WPPI Energy, these public power utilities share resources and own generation facilities to provide reliable, affordable electricity to more than 200,000 homes and businesses in Wisconsin, Michigan's Upper Peninsula and Iowa.

FINANCIAL STATEMENTS

Statements of Net Position (Unaudited)

| September 30, | 2017 | 2016 ¹ |
|--|----------------|-------------------|
| Assets | | |
| Current assets | \$ 167,001,535 | \$ 156,380,743 |
| Non-current assets | 234,057,272 | 244,102,691 |
| Electric plant, equipment, and land, net | 388,184,028 | 395,461,069 |
| Construction work in progress | 7,858,730 | 7,384,741 |
| Total assets | 797,101,565 | 803,329,244 |
| Deferred Outflows of Resources | | |
| | 20,652,735 | 24,593,543 |
| Liabilities | | |
| Current liabilities | 70,524,071 | 67,500,079 |
| Non-current liabilities | 8,031,909 | 5,685,303 |
| Long-term debt, net | 406,819,818 | 435,403,771 |
| Total liabilities | 485,375,798 | 508,589,153 |
| Deferred Inflows of Resources | | |
| | 60,716,851 | 62,766,075 |
| Net Position | | |
| | \$ 271,661,651 | \$ 256,567,559 |

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

| | Quarter Ended September 30, | | Fiscal-to-Date | |
|---|-----------------------------|-------------------|----------------|-------------------|
| | 2017 | 2016 ¹ | 2017 | 2016 ¹ |
| Operating Revenues | \$ 145,849,209 | \$ 137,256,809 | \$ 369,854,817 | \$ 360,554,472 |
| Operating Expenses | | | | |
| Purchased power | 100,426,314 | 107,025,888 | 277,991,610 | 278,324,229 |
| Fuel expense | 8,968,284 | 9,301,455 | 25,398,939 | 24,516,616 |
| Operation and maintenance | 2,891,686 | 3,110,128 | 8,529,353 | 8,925,218 |
| Customer service and administrative and general | 5,560,454 | 5,007,315 | 15,538,014 | 14,267,676 |
| Depreciation and amortization | 4,023,836 | 4,006,687 | 12,271,821 | 12,029,301 |
| Taxes | 1,755,461 | 1,719,110 | 5,301,186 | 5,176,539 |
| Total operating expenses | 123,626,035 | 130,170,583 | 345,030,923 | 343,239,579 |
| Operating Income² | 22,223,174 | 7,086,226 | 24,823,894 | 17,314,893 |
| Non-Operating Revenues (Expenses) | | | | |
| Investment income | 3,254,389 | 2,751,810 | 9,475,980 | 9,194,376 |
| Interest expense | (4,814,392) | (5,088,017) | (14,994,167) | (15,606,865) |
| Other | (1,918,610) | (695,886) | (5,942,128) | 2,764,486 |
| Total non-operating revenues (expenses), net | (3,478,613) | (3,032,093) | (11,460,315) | (3,648,003) |
| Change in Net Position² | \$ 18,744,561 | \$ 4,054,133 | \$ 13,363,580 | \$ 13,666,890 |

¹ Some 2016 amounts were reclassified to conform to the 2017 presentation.

² Refer to the Financial Highlights section for more detail.

WPPI Energy is the power supplier for the following locally owned utilities:

WISCONSIN

Evansville
Algoma
Black River Falls
Boscobel
Brodhead
Cedarburg
Columbus
Cuba City
Eagle River

Florence
Hartford
Hustisford
Jefferson
Juneau
Kaukauna
Lake Mills
Lodi

Menasha
Mount Horeb
Muscodia
New Glarus
New Holstein
New London
New Richmond
Oconomowoc
Oconto Falls

Plymouth
Prairie du Sac
Reedsburg
Richland Center
River Falls
Slinger
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Waupun
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Whitehall

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Baraga
Crystal Falls
Gladstone
L'Anse
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PUBLIC POWER MAGAZINE

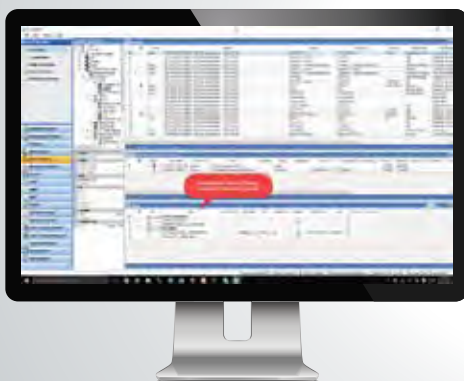
AMERICAN PUBLIC POWER ASSOCIATION

THE COLLABORATION ISSUE

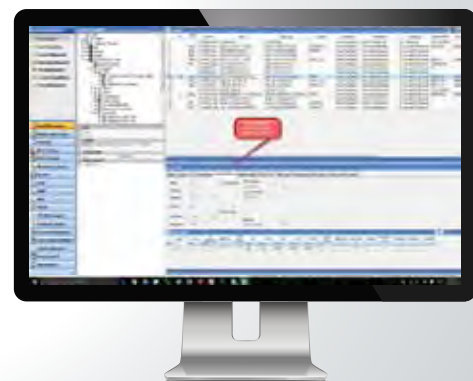


Centralized Asset and Maintenance Management for Public Power

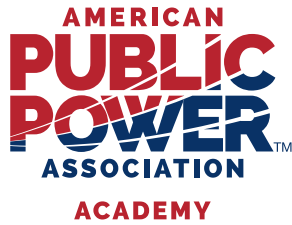
- Centralized Asset and Maintenance Management for **Public Power**
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- Single, easy to access repository for all critical Assets, plus time-based, predictive and condition-based Maintenance Planning and Execution



Work Execution Asset View Screen provides Maintenance History and detailed Task Listing to improve Field Work Execution



Asset Type Explorer Screen shows Listing of Assets and pre-populated Asset Type Data



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- Utility Drone Programs
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- Small Cell Wireless Pole Attachments



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PUBLIC POWER MAGAZINE

NOVEMBER-DECEMBER 2017

THE COLLABORATION ISSUE

FEATURES

6 Public Power Wholesale

See how joint action agencies and state and regional associations leverage economies of scale to help power strong communities

12 Industry and Government Partner to Secure the Grid

Learn how the Electricity Subsector Coordinating Council, a collaboration between the electric utility industry and the federal government, helps the grid be resilient and more secure.

18 Grid Security: It Takes a Community

Share this infographic that describes a community of government and industry partners who keep each other aware and prepared.

20 Restoring Community Relationships

Find out how Tacoma Power turned a legal dispute into a partnership to save the fish and engage the community.

26 Look Who's Coming to Town

See what it takes to attract big business to your community, teaming up with state and local governments and other key players.

32 Meet Community Choice Aggregation

Read how community choice aggregators, first cousins of public power are making a name for locally-owned power in California.



INSIGHTS

- 4** Public Power Lines
by Sue Kelly
- 37** Washington Report
- 38** Going Public
- 39** Workforce
- 40** Last Word



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ABOUT THE AMERICAN PUBLIC POWER ASSOCIATION

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

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PUBLIC POWER LINES

SUE KELLY, PRESIDENT & CEO, AMERICAN PUBLIC POWER ASSOCIATION

Who Is Bringing the Pie?

This time of year is ripe for thinking about collaboration. As many families come together for Thanksgiving, there is much to celebrate — growing families bringing new traditions, recipes, and perspectives to the table.

Of course, this effort can also bring headaches. Getting a large group together means squeezing to find space to fit house guests, planning a dinner menu that accommodates a host of dietary restrictions and plain old picky eaters, and fielding many calls and texts to work out who is bringing the pie and who is buying the potatoes. As families grow, that means more time spent figuring out complex travel logistics and higher potential for heated arguments over differing political views and favorite sports teams. And somebody always has to do the dishes!

Collaboration in our world is no different. There are the upsides — connecting with experts across an array of topics, strengthening our numbers through policy alliances, and leveraging economies of scale to access power supply and other services at more affordable rates (see page 6).

But there are also challenges. Sometimes, collaboration means compromise, such as taking longer or spending more on a major infrastructure project to accommodate another group's needs. Or taking the heat when a partner on one issue is on the opposite side of a different issue. Collaboration requires us to move out of our comfort zone — to reach out to companies or groups that have been past competitors, or even adversaries, and find common ground, as Tacoma Power in Washington did with local communities (see page 20).

Here in Washington, D.C., we are no strangers to collaboration. As you explore and implement new technologies, we are strengthening our connections with associations representing those technologies, such as the Energy Storage Association (see page 40). As we keep up the fight to preserve tax exemption for municipal bonds, we are part of a growing number of coalitions dedicated to the issue (see page 37).

The past few months have refocused and strengthened long-held alliances in our industry. The outpouring of support for utilities impacted by this season's hurricanes and the California wildfires reaffirmed what mutual aid is all about.

It was very heartening to facilitate member collaboration through daily mutual aid calls and to help our members offer crews and resources to each other. It was also good to see the cross-utility sector cooperation — public power and investor-owned utilities both requested and accepted mutual aid “across the aisle.”

Throughout, we coordinated closely with industry and government partners through the Electricity Subsector Coordinating Council (see page 12) to support unity of effort and unity of message on power restoration efforts.

Moving forward, we continue to look to you, our members, to let us know the ways in which you'd like to see us collaborate, the issues you remain passionate about, and who you think should join our family table.



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PUBLIC POWER WHOLESALE: SAVINGS AND QUALITY

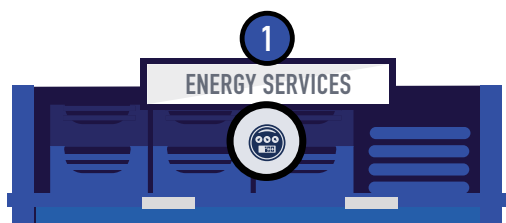
HOW JOINT ACTION AGENCIES AND STATE ASSOCIATIONS
HELP POWER STRONG COMMUNITIES

JOINT ACTION AGENCIES AND STATE ASSOCIATIONS

Public power is no stranger to collaboration. In the 1950s and '60s, joint action agencies began to form to help smaller public power utilities pool resources, negotiate for better wholesale power prices, and build shared generation for economical power supply.

And since the formation of public power utilities, state and regional associations have been keeping an eye on legal, regulatory, and other issues that impact member utilities and advocating to help these utilities keep powering strong communities.

Today, joint action agencies and state and regional associations continue to serve their original purpose, while also expanding their roles. They leverage economies of scale in new ways to help public power utilities deliver reliable, affordable power to their communities.



POWER SUPPLY

As some public power utilities see their communities grow, or their loads change because of increased distributed generation, joint action agencies are finding ways to be more flexible based on member needs. For example, the Southern Minnesota Municipal Power Agency undertook a contract realignment process that allowed members that developed their own generation to pay for only a portion of energy, based on need, while smaller utilities can continue to be full members.

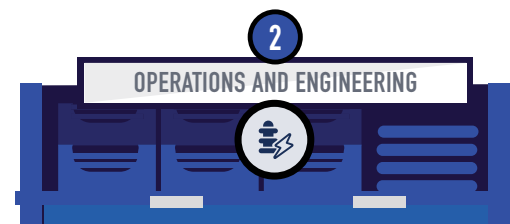
POWER PURCHASE

Agreements: Joint action agencies may be pressured to add renewables to an already full generation portfolio, which can lead agencies to sell owned resources into the market at a loss. In a time when agencies may face the realities

of decreased load, the Nebraska Municipal Power Pool conducts regular integrated resource planning studies to help members forecast rates and plan for more economical scheduling of generating resources.

DISTRIBUTED GENERATION

The Southern Minnesota Municipal Power Agency developed a template community solar program for its members, including providing a joint 5-megawatt solar farm. So far, five of the agency's 18 members have implemented a community solar program. They've realized significant savings compared to the cost of building independent facilities. A flexible model allows customer subscriptions to be priced based on the individual utility's energy rates, inflation assumptions, and discounts.



CYBERSECURITY

Detecting and stopping potential threats to the electric grid are critical functions that take time and expertise. The Missouri Public Utility Alliance arranged for members to sign up for cybersecurity monitoring services at a discount to detect threats and help utilities protect networks, data, and assets.

INSPECTIONS/EARLY DETECTION

Technology can make utility operations more efficient but can mean a significant upfront cost. Missouri River Energy Services has advanced equipment to help members and their customers proactively inspect and test equipment to find problems before they cause a power outage or equipment failure.

MUTUAL AID

When a natural disaster or other catastrophic event severely impacts a member utility and that utility requests assistance, associations connect it to other utilities that are able to send help. In most cases, association staff serve as state or regional coordinators for the national public power mutual aid network. For example, after Hurricane Irma, the Florida Municipal Electric Association coordinated the movement of crews and equipment to the areas affected, matching member needs with the help available.



SUCCESS

often grows from finding just the right partner.



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WORKFORCE DEVELOPMENT AND TRAINING

Associations and agencies are often located in a central area accessible to members, so they can host training sessions for members at a significantly reduced cost. In addition to bringing in experts to train member staff, Kansas Municipal Utilities developed a comprehensive Lineworker Apprenticeship Program that member utilities can use to develop lineworkers within their community.

SAFETY TRAINING

State associations often provide opportunities for members to send staff to safety trainings, where lineworkers and others can learn the latest safety policies and procedures. To reach utilities that may not have a full-time safety professional on staff or that would have difficulty traveling to training, the Minnesota Municipal Utilities Association developed a series of nine safety training videos that address safety practices reinforced in the American Public Power Association's Safety Manual, the National Electrical Safety Code, and appropriate OSHA standards. MMUA funded development of the video series through a DEED research grant from the American Public Power Association.

WORKFORCE EXTENDERS

Electric utility operations require individuals with specialized skills and knowledge that may be hard for smaller utilities to get and retain. Many joint action agencies, including the Oklahoma Municipal Power Authority, employ lineworkers and other specialists that members can "subscribe" to as needed. According to Drake Rice at OMPA, members request a percent of a lineworker's time in a two-year contract and get discounts with higher levels of request. OMPA's two linemen split their time between seven members in northwestern Oklahoma and contract time out to other areas as needed. Now, OMPA is considering adding additional staff to serve members in the southern part of the state.



SMART METERS

Installing advanced metering infrastructure can be an exhaustive process, involving the vetting of multiple vendors to align with the utility's business goals and capabilities. American Municipal Power created an aggregated purchasing agreement with a suite of vendors and partners that align with member needs. The program has enabled members to acquire meters and communications components from vetted vendors and at a reduced cost. The program also provides a shared service for back office applications, IT infrastructure, and support staff.

DATA MANAGEMENT AND HOSTING

Managing and validating the volumes of data collected by advanced metering infrastructure is complex and requires substantial technical resources and expertise. WPPI Energy offers members access to a common meter data management platform for reporting and analysis, and cost-effective access to system support staff.

WPPI Energy also hosts a customer information system that allows members to modernize and streamline their billing systems, making it easier to bill for future rate changes, and customer programs and services. Member utilities pay an annual fee based on the number of customers served and sales revenue. The joint purchase of additional software allows members to access enhanced features of the system for less cost. As members are on the same platform, WPPI staff can serve as members' first line of technical support.

ENERGY EFFICIENCY

Platte River Power Authority provides a program that centralizes information on rebates and incentives for energy efficiency upgrades. The joint action agency also offers a directory of efficiency advisers and contractors for members to share with customers. The program has helped reduce system load in Northern Colorado by more than 4 percent since 2002.

ELECTRIC VEHICLE INFRASTRUCTURE

Electric vehicles are coming, and customers will increasingly be looking for ways to charge their vehicles at the lowest possible cost. Massachusetts Municipal Wholesale Electric Company teamed up with charger manufacturer ChargePoint to offer significant incentives for member utilities' customers to install EV chargers. Members are able to offer EV owners a Wi-Fi-equipped level 2 residential charger for free or at a reduced cost. Customers are responsible for the cost of charger installation and must sign up for the utility's scheduled charging program, which helps reduce costs and offset peak electric load during the late afternoon and early evening hours.

Whether it is keeping up with the latest activities, filing comments, or building grassroots level support, the collaborative nature of state associations allows for policymakers recognize the strong voice of public power.



ADVOCACY

Representing and preserving the interests of public power in state and local legislation is the lifeblood of associations. Whether it is keeping up with the latest activities, filing comments, or building grassroots-level support, the collaborative nature of state associations allows policymakers to recognize the strong voice of public power. For example, when a bill proposed in 2015 would have impacted how a member of the Tennessee Municipal Electric Power Association could select its board of directors, the state association's professional lobbyist helped to oppose the bill, which ultimately did not pass. TMEPA notes that it can "be an asset to oppose any bill municipal electric systems deem harmful," as any local bills could set a precedent that could affect all 60 of its members. TMEPA membership is a cost-effective way for members to have lobbying assistance on any issue or bill.

LEGAL SERVICES

Florida Municipal Power Agency's legal team helps members deal with rate filings and citizen information requests, mostly in the form of advice and review. Jacob Williams, CEO and general manager of FMPA, estimates that about half of members have taken advantage of the service.

RENEWABLE PORTFOLIO STANDARDS

In states with renewable portfolio standards, joint action agencies can step in to procure renewable energy certificates for members or provide other support to ensure the standards are met. ElectriCities of North Carolina has a full-time staff dedicated to ensuring renewable energy portfolio compliance by member utilities.



FINANCING/CONTRACTS

Securing favorable rates for major projects can save utilities — and customers — considerable money in the long term. American Municipal Power in Ohio offers members a variety of financial services, including "on behalf of" bond financing for member projects. According to AMP, "because AMP is in regular communication with bond counsel, investment bankers, and bond buyers, communities also benefit through reduced costs and excellent rates." AMP has financed more than \$750 million of short-term bond anticipation notes on behalf of its member communities.

MAINTENANCE OF BUSINESS CONTACTS/PARTNERS

Like well-connected friends, joint action agencies and state associations keep up relationships with community leaders — such as at the chamber of commerce, corporations, and neighborhood development groups — and put members in touch with those leaders who can help start, finance, or get approval for new projects, or help maintain a healthy economy.

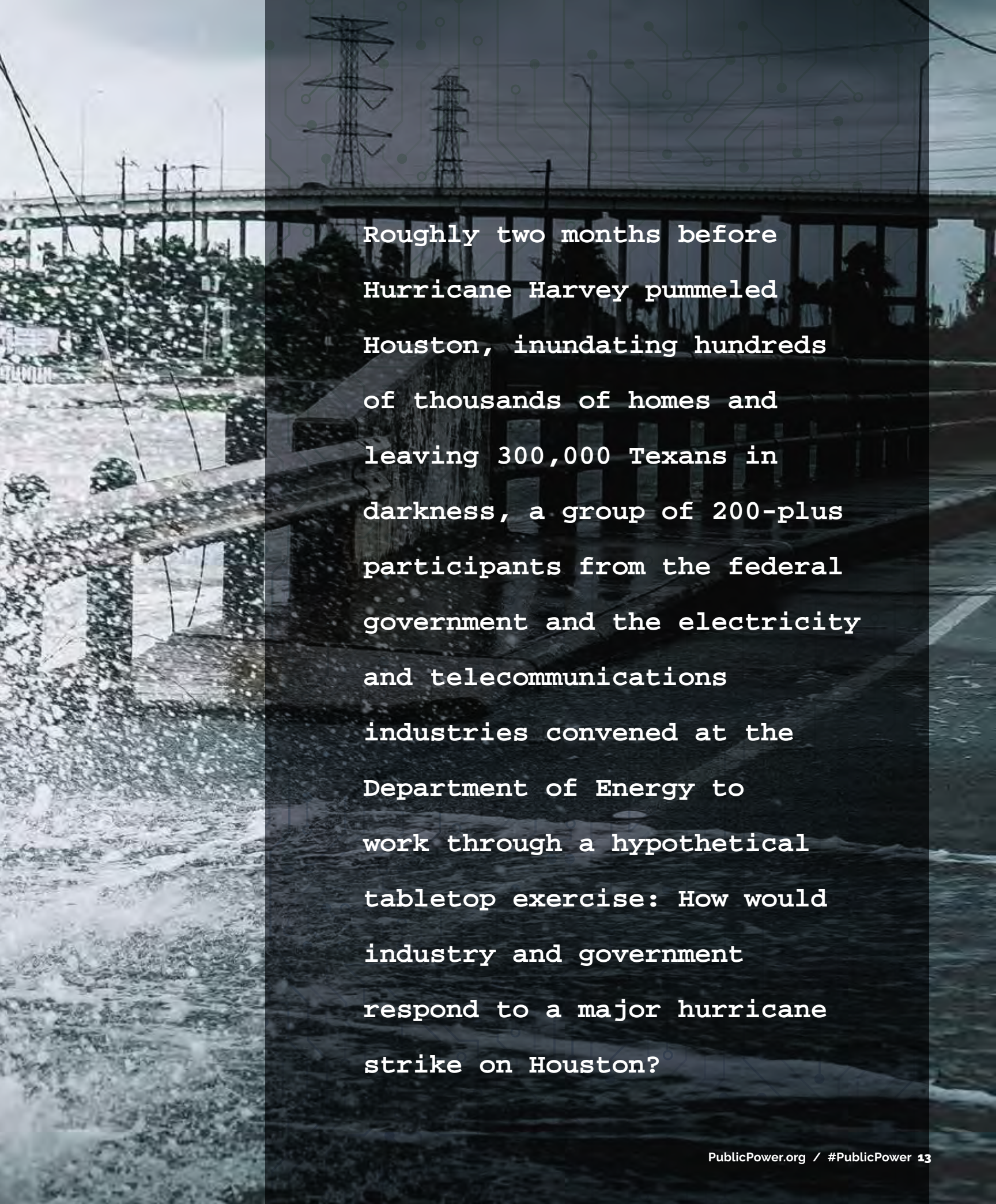
MEMBERSHIPS/SUBSCRIPTIONS

Sometimes, membership in a state/regional association or joint action agency comes with additional memberships in professional societies and associations. Or members may be able to access subscriptions to technical or academic publications. For example, Kansas Power Pool worked out agreements so that all its members get dual membership in the Kansas Association of Municipal Utilities and the American Public Power Association.

A photograph of a snowy industrial site. In the foreground, a path is covered in snow. To the left, a building is partially visible. In the center, a sign reads "NO PARKING ANYTIME" with an arrow pointing left. In the background, there are power lines and a utility structure. The sky is overcast.

INDUSTRY AND GOVERNMENT PARTNER TO SECURE THE GRID

BY NIDHI CHAUDHRY, CONTRIBUTING WRITER

The image is a composite. The background is a photograph of a flooded road with a bridge in the distance. The water is turbulent and white with foam. In the foreground, there's a concrete barrier. The sky is overcast. Overlaid on the right side of the image is a dark, semi-transparent panel with a white circuit board pattern. The text is centered on this panel in a white, monospaced font.

Roughly two months before Hurricane Harvey pummeled Houston, inundating hundreds of thousands of homes and leaving 300,000 Texans in darkness, a group of 200-plus participants from the federal government and the electricity and telecommunications industries convened at the Department of Energy to work through a hypothetical tabletop exercise: How would industry and government respond to a major hurricane strike on Houston?

“When you have, on a Monday night, 7.8 million electric utility customers knocked out, and the following Saturday you have 800,000 more, and in five days you’re able to restore power to 7 million of those customers ... it could not have happened without collaboration, not only within the industry but also with the government.”

KEVIN WAILES

CEO, LINCOLN ELECTRIC SYSTEM



he exercise was the fifth in an annual series, called Clear Path, that focuses on disaster preparedness and response across all levels of the energy sector. “The people in the room during that tabletop exercise included officials from the local government of Houston, gas industry, telecommunication industry, and electric utility industry,” said Joy Ditto, president and CEO of the Utilities Technology Council, a trade association serving utilities and critical infrastructure providers. “When Hurricane Harvey hit, it absolutely helped to have that additional knowledge of going through that exercise together, of knowing each other and establishing priorities in advance.” For Houston, exercises like this and lessons from past hurricanes, including Ike in 2008, spurred investments into improving grid operations. So even when Hurricane Harvey dropped more than 4 feet of water over the city in two days, electricity kept flowing to more than 90 percent of its residents.

Together as an industry, public power, rural cooperatives, and investor-owned utilities have a good track record of collaborative mutual aid, research and development, and education programs. And as the grid has gotten more complex, threats have evolved, and storms have intensified, the need for a united effort across the sector and with federal agencies has become more critical.

“When you look at the North American electric grid, it is one big machine with thousands of owners and operators,” said Scott Aaronson, executive director of security and business continuity at the Edison Electric Institute, a trade association representing investor-owned utilities. “We’re critical to the life, health, and safety of Americans, and to our national and economic security.” When electric

power does not work, neither does almost anything else. Most financial, telecommunications, transportation, and water networks depend on electric power at some point.

“It’s hard to say that something as devastating as superstorm Sandy was beneficial,” said Aaronson. “But it really crystallized, for both the government and the industry, the value of a group at the CEO and senior government official level that can do blue-sky planning but can also be a center of gravity to respond when incidents happen.” What emerged was the Electricity Subsector Coordinating Council, a collaboration between the electric utility industry and the federal government at the highest levels, for grid resiliency and grid security. CEOs from 30 electric utilities — five public power, five cooperative, and 20 investor-owned — participate in the ESCC, which is proportioned based on the number of customers served by these utilities in the United States. Aaronson serves as the ESCC secretary.

Disaster response and coordination is a key mandate for the ESCC, and 2017 — with its string of devastating hurricanes — has served as a test of its value. “During both Harvey and Irma, there were daily calls during the critical parts of those storms and their recovery,” explained Kevin Wailes, CEO of Lincoln Electric System in Nebraska and a member of the ESCC leadership. “Secretary [of Energy] Perry, his chief of staff, and Department of Homeland Security representatives were on the bulk of those calls from beginning to end, asking, ‘What do you all need that you don’t have?’”

Access to the highest levels of government meant ESCC could help entities on the ground swiftly cut through the red tape. For instance, during Harvey, when Houston’s CenterPoint Energy wanted to check on a submerged substation without endangering utility personnel, ESCC arranged for a waiver from the Federal Aviation Administration so CenterPoint could deploy a drone and then worked to have temporary flight restrictions on airspace lifted within

INDUSTRY AND GOVERNMENT PARTNER TO SECURE THE GRID

a few hours so assessments could be done and power restored expeditiously.

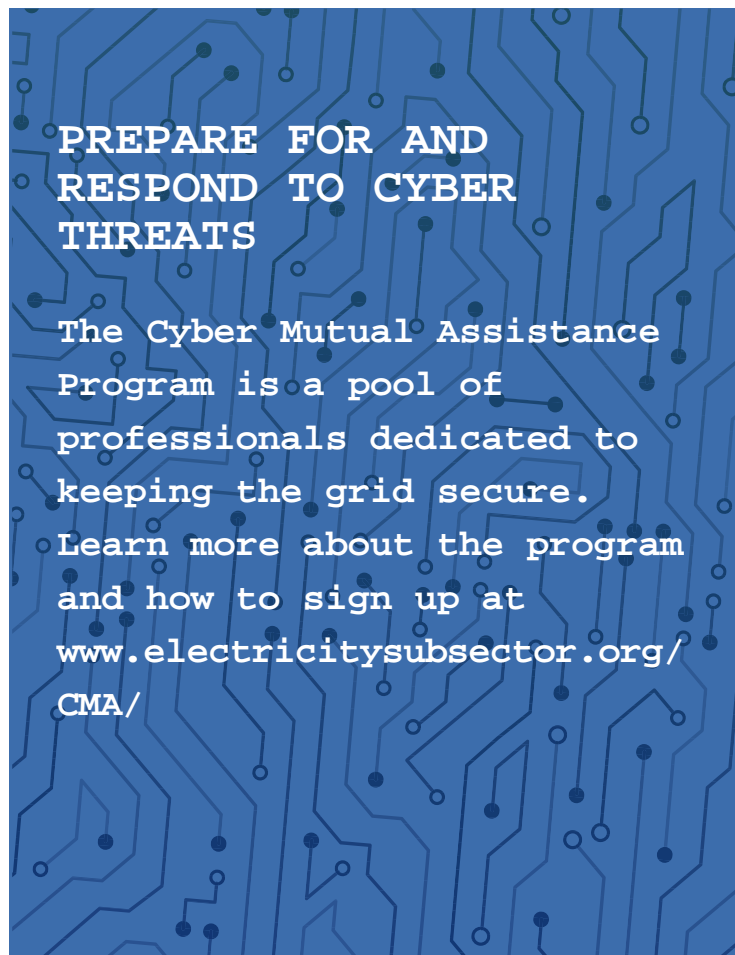
Even long-standing mutual assistance programs worked more efficiently, with the ESCC helping the industry to coordinate the 60,000 additional mutual aid and contract crews that poured into Florida following Hurricane Irma. “When you have, on a Monday night, 7.8 million electric utility customers knocked out, and the following Saturday you have 800,000 more, and in a period of five days you’re able to restore power to 7 million of those customers, it demonstrates that it could not have happened without collaboration, not only within the industry but also with the government,” said Wailes.

“In extreme events, public power CEOs connect with the highest level of the federal government,” said Nathan Mitchell, senior director of electric reliability standards and security at the American Public Power Association. “This happens because we keep an open dialogue with senior government leaders on how to prioritize power restoration during major events, and how we can efficiently respond when the next disaster strikes.”

“We weren’t the ones restringing lines, repairing poles, or restoring power directly, of course, but what we were able to do was provide a coordinating function across all segments of the industry,” said Aaronson.

PREPARING FOR CYBERATTACKS

In recent years, as cybersecurity has emerged as a critical risk to the quality and reliability of the power infrastructure, ESCC’s focus on resilience through mutual assistance has come to extend beyond natural disasters to include manmade incidents. In November 2015, a month before Ukraine’s distribution system suffered a cyberattack, the North American Electric Reliability Corporation conducted GridEx III, an extensive cyber and physical security exercise involving more than 4,400 participants from 364 industry and government organizations in the U.S., Canada,



PREPARE FOR AND RESPOND TO CYBER THREATS

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INDUSTRY AND GOVERNMENT PARTNER TO SECURE THE GRID

Another program, officially called Supplemental Operating Strategies but nicknamed “the MacGyver Project,” explores whether the electric grid can be operated under suboptimal circumstances in case of an incident. Or as Aaronson described it, “How do we hold the grid together with bubblegum and duct tape?” Within this program, the ESCC is working with grid experts to explore whether resorting to manual operations, engaging in planned separations, leveraging secondary and tertiary backup systems, or operating in other downgraded states are response measures that can be planned for and practiced in advance of an incident.

One more area is supply chain security, which is the security of all critical hardware and software that enables utility operations. “The critical infrastructure you deploy is not manufactured by your electric utility; it’s a product you buy,” explained Ditto. “We’ve seen example after example over the last 10 years of very well-known manufacturers who have had security breaches in their products.” The ESCC, in response, invited security and technology vendors to participate in the group to identify and address threats to the supply chain.

While it is still the electric utilities, the security firms, and the NERC standards that work

on the ground at a granular level, a collaborative effort like the ESCC is what keeps the wheels moving, even if there are roadblocks. “Think of the ESCC as an umbrella organization that works across all manners of threats and all segments of the industry, including associations like the American Public Power Association, who in turn work with their members,” explained Aaronson. “It doesn’t matter why the lights are out — physical, cyber, act of war, or act of God — we want our entire grid to be as resilient as possible if the unexpected, or maybe even the expected, happens.”



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GRID SECURITY

it takes a
community

Keeping the grid secure is a lot like keeping a neighborhood safe. It works best when the community comes together and shares information so everyone is aware, prepared, and ready to help each other.



Cybersecurity starts with monitoring. There are many unknown threats, and careful monitoring of your system helps identify when something isn't right.



Like a neighborhood watch, the **Electricity Subsector Coordinating Council** brings together stakeholders from industry and government to monitor threats and prepare electric utilities, trade association leaders, senior White House officials, relevant Cabinet agencies, federal law enforcement, and national security organizations to manage threats to critical infrastructure.



When cyber incidents strike, utilities often work together to share experiences and solutions. Industry-government partnerships help stakeholders look out for one another.

A safe utility = a safe grid.



Just as something around the house always needs fixing or could be improved, preparedness and resiliency take continuous effort. **Conduct regular assessments, participate in security exercises, and have a contingency plan handy.**

THREE THINGS YOUR UTILITY CAN DO TODAY:

- Sign up at EISAC.com to learn about cyberthreats.
- Join the Cyber Mutual Assistance Program www.electricitysubsector.org/CMA
- Ask us about conducting an onsite cyber vulnerability assessment: email Cybersecurity@PublicPower.org.

#PublicPower



RESTORING COMMUNITY RELATIONSHIPS, AND A RIVER

BY JEANNINE ANDERSON, CONTRIBUTING WRITER





The Skokomish River, like many waterways of the Pacific Northwest, used to be plentiful with a variety of salmon and steelhead trout. The river changed dramatically in 1926 and 1930, when the two dams that make up the Cushman Hydroelectric Project were completed. The dams were considered engineering marvels at the time and are credited for helping to develop the city of Tacoma, Washington. However, the dams also blocked salmon from returning upriver to their native streams to spawn. And the people of the Skokomish Tribe — which means the “people of the river” in native Twana — felt the effects as the population of migratory fish declined.

Hydropower is the largest source of generation for Tacoma Power, the public power utility in Tacoma. The utility operates seven dams on four rivers in western Washington.

When Tacoma’s original license for the Cushman project expired in 1974, the city utility applied for a new one from the Federal Energy Regulatory Commission. Getting that new license took more than 30 years and required extensive negotiations with the Skokomish Tribe, as well as coordination with local, state, and federal agencies and groups.

Among the complications: The Skokomish Tribe filed a lawsuit in the late 1990s against Tacoma and the federal government for \$5.8 billion in damages attributed to the hydro project.

View of placing steel for pouring of first slabs of spillway chute from vicinity of western side of spillway apron, facing south. September 1928 - Cushman No. 1 Hydroelectric Power Plant, Spillway, North Fork of Skokomish River

FROM ADVERSARIES TO ALLIES

Tacoma Power operated the Cushman project under short-term licenses as the litigation proceeded. In early 2009, after two intensive years of negotiations, Tacoma signed a settlement agreement with the Skokomish Tribal Nation and state and federal agencies, which paved the way for it to secure a new long-term license for the project.

The licensing agreement, which received final approval from FERC in July 2010, addressed issues that had sparked contention for many years: river restoration, instream flows, fish habitat and fish passage improvements, wildlife habitat restoration, and restoration of fish populations.



Cushman Dam No. 1, at 275 feet high and 1,111 feet long, sits on the North Fork of the Skokomish River near Hood Canal and forms Lake Cushman, which has a 23-mile shoreline. Just downstream, Cushman Dam No. 2 forms the much smaller Kokanee Lake. Dam No. 2 measures 235 feet above bedrock and is 575 feet long. The powerhouse for Cushman No. 2 sits several miles below the dam, overlooking scenic Hood Canal along U.S. Highway 101.

Tacoma’s new 50-year license from FERC, issued in 2010 but applied retroactively since 1998, allows the city to operate the hydropower project until 2048. It also has sparked a broad range of intensive efforts to improve conditions for salmon and steelhead trout.

Over the last several years, Tacoma Power has worked closely with the Skokomish Tribe, as well as a variety of local and federal agencies, to improve conditions for the migratory fish and thereby the surrounding communities.

“The Skokomish Tribe has worked very hard for many years to restore fish passage and salmon populations to the upper North Fork of the Skokomish River,” Dave Herrera, fisheries policy representative for the tribe, told ThurstonTalk, an online news platform, in 2015. “After many years of dispute, the tribe and Tacoma Power are now partners, working together to implement the conditions contained in the operating license for the Cushman project,” he said.

RESTORING COMMUNITY RELATIONSHIPS, AND A RIVER



MUTUALLY BENEFICIAL RESTORATION AND RENOVATION

To boost populations of the fish, Tacoma Power worked with state and federal natural resource agencies, the Skokomish Tribe, and other stakeholders to build two new hatcheries at the Cushman Hydroelectric Project on the Skokomish River and rebuild two more on the nearby Cowlitz River. The North Fork Skokomish Salmon Hatchery, located next to Lake Kokanee, is dedicated to rearing spring chinook salmon, winter-run steelhead

trout, and coho salmon. The Saltwater Park Sockeye Hatchery, on Hood Canal, is dedicated specifically to the rearing of sockeye salmon. Completing the hatcheries is one of the final pieces in Tacoma Power's recent expansion of its Cushman fisheries programs and facilities as part of its federal license to operate the dams.

The utility also built new, innovative fish collection and passage systems aimed at establishing salmon and steelhead runs upstream of the Cushman project.

Tacoma's "floating fish collector," attached to Cushman Dam No. 1, collects young salmon that are migrating to the ocean. The 50-foot-wide, 100-foot-long barge pumps water and screens off fish. The utility also built a collector to catch adult fish.

As it was building the two hatcheries and fish collection system at the Cushman project, Tacoma Power noticed that migrating salmon and steelhead trout would gather below Little Falls in Mason County, Washington, unable to successfully ascend the waterfall and continue to the adult collector.

To allow salmon to be able to get up two channels of the North Fork of the Skokomish at Little Falls, the public power utility built resting pools, carved out of rock, to allow salmon to jump up the falls in a series of bursts. Weirs were put in place to maintain water elevations.

Tacoma Power noted on its website that it is not aware of any other fish passage structure created entirely out of existing bedrock.

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As part of its 2010 license for the Cushman project, Tacoma Power was authorized to build new generation to capture some of the energy from the flows released into the North Fork Skokomish River. The 3 megawatts of electricity produced from that project “will help Tacoma Power meet renewable energy targets mandated by state law,” the utility said.

The terrain was difficult, and a helicopter had to be used to deliver tools and equipment. Despite setbacks, the utility was able to finish the work in less than four months.

RECOGNITION OF STEWARDSHIP

In May 2017, Tacoma Power received its sixth straight Outstanding Stewards of America’s Waters Award from the National Hydropower Association, the fourth award in a row that NHA has awarded to Cushman-related projects. The award, for “recreational, environmental and historical enhancement,” honored Tacoma this year for building the two new hatcheries.

The hatcheries were recognized for their “incorporation of pioneering fish management approaches, such as circular tanks for rearing fish, an exceptional incubation system, an ul-

tramodern chiller system for thermally marking fish, and cutting-edge computer monitoring and alarm systems,” Tacoma Power noted in a May 2017 news release about the award.

“As part of its environmental stewardship efforts, Tacoma Power’s state-of-the-art hatcheries will help reintroduce and restore fish populations in the North Fork Skokomish River,” said NHA Executive Director Linda Church Ciocci.

Tacoma Power said it has begun an extensive monitoring program to gather data on the results of its new fisheries programs. A committee made up of fisheries scientists from Tacoma Power, federal and state agencies, and the Skokomish Tribe will review the data and make recommendations on the future of the programs, the utility said.

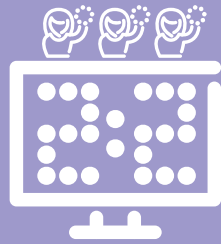


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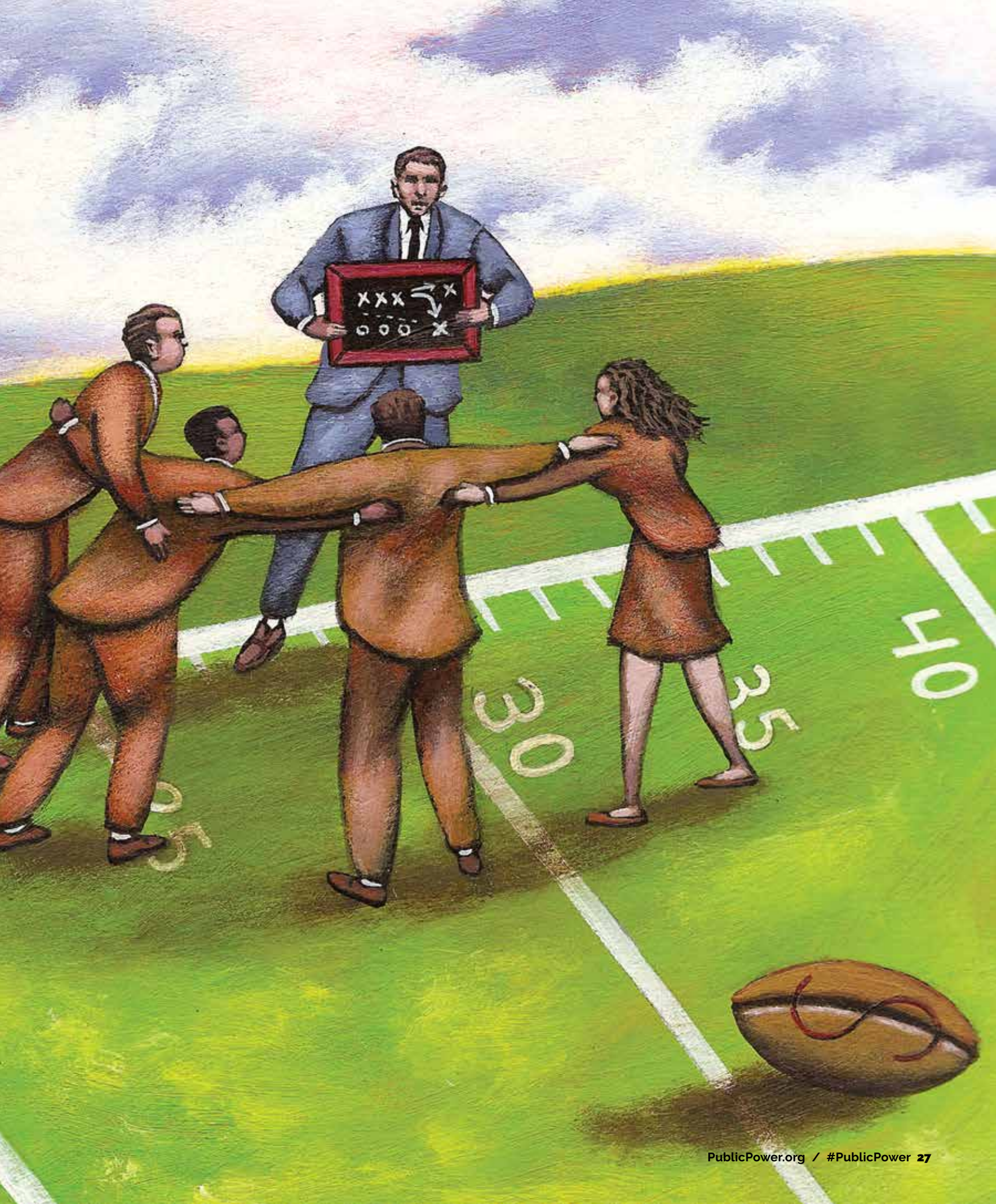


Look Who's Coming to Town

PARTNERSHIPS BRING IN BIG BUSINESS

BY JESSICA PORTER, CONTRIBUTING WRITER





P

ublic power utilities work to serve their communities. One way to help communities flourish is to draw in big corporations. Corporations bring jobs during construction, boost jobs during operations, and provide a large, steady electric load to the utilities — a win for all involved.

Drawing corporations into a town is a team effort. Attracting and retaining big corporations involves creating a desirable environment, which includes

business-friendly taxes and regulations, and also meeting specific business needs and community characteristics. Particularly in the Midwest, corporations are looking for new locations for data centers and homing in on areas with low energy rates, renewable energy options, energy incentives, and welcoming communities.

To attract big business and improve their local economies, utilities team up with state and local governments and other key players. Here are a few ways public power utilities are working to draw businesses to their communities.

OPTIONS FOR COMPETITIVE RENEWABLE RATES

Recognizing that many major corporations aim to use 100 percent renewables in the future, the Omaha Public Power District in Nebraska recently launched a new rate program that allows qualifying companies to pick any level of renewable energy they wish. The rate program, Rate 261M, is an extension of the already established Rate 261 — a high-voltage service level where the energy is priced on an hourly basis by the Southwest Power Pool.

“We’re part of the Southwest Power Pool, so that market index is their market price, and companies can have their renewable asset in the market,” says Tim O’Brien, OPPD’s director of economic development and external relations. “If wind or solar is \$20 in the market and the market [index] is \$20, there’s a net wash on the cost of their energy. They can hedge their consumption needs by using the market renewable source.”

To qualify, a company must require at least 20 megawatts of demand for 161-kilovolt service and 200 MW of demand for 345-kV service. The customer also must own or acquire its own substation. OPPD manages the process and provides fully integrated service for qualifying customers.

This rate structure makes OPPD highly competitive when it comes to bringing in big business.

261M is the result of a long-term effort between OPPD, the Omaha Chamber of Commerce, and local government officials to attract large corporations to the area and grow the economy. The effort aimed to create a strong tax and political environment that's business friendly.

"We wanted to know what bleeding-edge companies are doing and build a solution to help them do that," said O'Brien. "It was a true definition of partnership and understanding."

The Omaha area already has big names, such as Yahoo, Fidelity Investments, and Travelers Insurance. Working with these companies has allowed OPPD to learn about the various needs of data centers and large corporations.

OPPD worked with the city to develop a master plan for an area ideal for a data center by building out zoning, water, and sewer infrastructure. When OPPD saw that Facebook was considering opening a new data center, the team was able to pitch a tailored plan and showcase the area's benefits to the social media giant.

Facebook chose to build its data center, which is expected to be online by 2020, in Papillion, Nebraska. Facebook announced the new project in April and broke ground shortly thereafter. OPPD is moving quickly to expand a substation and install all necessary infrastructure to meet the deadline.

The data center expects to bring hundreds of millions of dollars in its lifespan and to provide 1,000 construction jobs in the Omaha area right now. It also will provide a large, steady power load for OPPD.

"Facebook is the project we always wanted. They are one of the biggest corporations in the country and a wonderful corporate citizen," said O'Brien. "This project happened because of a partnership with Facebook, the community, and the state of Nebraska."

The Omaha area already has big names, such as Yahoo, Fidelity Investments, and Travelers Insurance. Working with these companies has allowed OPPD to learn about the various needs of data centers and large corporations.

GIVING COMPANIES ROOM TO GROW

In 2013, the Salt River Project in Arizona was contacted by a site selector working for a client interested in operating in the area. The client was looking for a site that had ample space, adequate transmission capacity, and a qualified local workforce.

SRP worked with the city of Mesa, the Arizona Commerce Authority, and Rosendin Engineering to ensure the site would fit the client's needs.

The client turned out to be Apple — and by late 2014, an agreement was signed to build the Apple iCloud Command Center in Mesa, Arizona.

Apple chose Mesa because the community was able to show that it could meet all the requirements. The site was formerly owned by a clean-tech firm, which resulted in plenty of space for Apple to operate and offered room to expand the existing substation infrastructure.

Beyond the jobs and economic boost the command center will bring to the area, Apple and SRP developed a plan to add renewable

energy to SRP's system in a way that benefits Apple and residential customers alike. Apple is building a 50-MW photovoltaic solar power plant located east of Mesa in Florence, Arizona. Power from the plant will be delivered to SRP's transmission system using an onsite substation, and SRP will build a substation to connect Apple's substation at the solar facility to SRP's transmission system.

SRP will purchase power generated from the solar plant at a wholesale market rate. That power will feed directly into SRP's grid — which also provides power to Apple.

"All SRP customers benefit from the addition of renewable energy on the system," said Dean Duncan, senior director of strategic planning for SRP. "[Customers] benefit from the economic boost of new jobs and the environmental benefits of renewable energy ... and SRP customers did not pay for any of the project."

COMBINING GOALS, ALIGNING BUSINESS

With an interest in capturing carbon from fossil units, the Nebraska Public Power District was looking for ways to expand its energy portfolio. It wasn't long before NPPD connected with Monolith Materials, which manufactures carbon black — an ingredient in common products such as tires, batteries, rubber, and plastics.

To make carbon black, Monolith Materials uses a high-temperature process to dissociate the natural gas, leaving hydrogen as a byproduct. “Monolith wanted to use hydrogen in a way that would provide economic and environmental benefit, so they were looking for a utility with a coal-fired plant interested in doing that,” said Tom Kent, NPPD's vice president and chief operating officer. “From their standpoint, it was an opportunity to do something positive.”

Although NPPD entered Monolith's location selection process late, the utility quickly rose to the top because of its diverse energy mix and competitive rates. To finalize the deal — which will bring the largest industrial electric load in Nebraska — NPPD worked with the state of Nebraska and the local department of environmental quality as well as the health and economic development departments. The utility also worked with the Norris Public Power District, which will be the retail power supplier for Monolith Materials.

“During the review process, we quickly saw the environmental benefits and economic growth opportunities for the state of Nebraska,” explained John Swanson, generation strategies manager for NPPD. “We kept waiting for the shoe to fall, to figure out what could be wrong with the situation. In the end, it was sound environmentally, economically, and in regard to benefits for the state.”

NPPD will use the hydrogen byproduct — which produces almost zero greenhouse gas emissions — to replace coal at its Sheldon Station Unit 2 in Hallam, Nebraska.

Now that the deal is complete, NPPD is working to alter Sheldon Station to make it able to produce hydrogen. NPPD will need to rebuild and expand the boiler, changing it from a coal-fired boiler to a hydrogen-fired boiler.

When the transition is complete and Monolith is up and running, Sheldon Station Unit 2 will produce 2,125 MW of nominal hydrogen — the same amount of energy produced when it was a coal-fired plant — and will result in more than 60 percent of NPPD's generation being carbon-free. All hydrogen energy will go directly into the electric grid.

Monolith is building a facility, Olive Creek 1, less than a mile from the Sheldon Station, and its facility will be connected to NPPD's station using a hydrogen pipe and control system. Olive Creek 1 is expected to go live in 2018 and create 30 to 50 new full-time jobs. In 2021, Monolith is expected to complete a second facility, Olive Creek 2, which will create another 50 full-time jobs. Monolith also will build its headquarters in Lincoln, Nebraska, just 20 miles north of Hallam, creating more jobs.

“Monolith could have put their own generator in to burn their own hydrogen; that's the typical co-gen opportunity,” said Kent. “But they wanted to focus on their core business, which is creating carbon black. They aren't good at generating electricity, and we aren't good at producing carbon black, so they wanted a partner.”

INCENTIVES TO EXPAND

Competition is fierce to attract big corporations to communities across the United States. When determining where to expand, corporations consider electric costs, renewable energy sources, the labor force, and development sites available. Communities that want to attract these businesses must offer top value in many — if not all — of these aspects.

After losing a few projects that would have brought big names to its community, the Indiana Municipal Power Agency decided to make a change.

In early 2017, IMPA launched the Economic Development Rider for its 61 communities in Indiana and Ohio. The rider aims to provide communities and local economic development officials with an incentive to draw in new companies, as well as retain already established companies and encourage them to expand.

The Economic Development Rider provides a five-year discount on electric rates for qualifying customers. In the first year, companies can receive a 20 percent discount on their electric rate, followed by a 15 percent discount in the second year, a 10 percent discount in the third and fourth years, and a 5 percent discount in the fifth year.

To qualify, companies must meet two criteria: a \$1 million investment at one location and 1 MW of new load from that location. The discount applies to companies interested in newly investing in the area as well as companies interested in expanding.

“When we looked into what competitors were doing, we wanted to offer something to compete with that. When companies evaluate the short- and long-term benefits of operating in our area, they can see how we would be competitive,” said Bryan Brackemyre, IMPA’s director of marketing and economic development. “We rely on our competitive rates, and, in the long term, that’s a great option for investing in our community too.”

The effort is relatively new, but IMPA has received a lot of support from stakeholders in its communities. And as the rate discount only impacts the wholesale side of operations, not utility revenue, member utilities have also reacted positively.

“The best-case scenario from the Economic Development Rider is to see a continued influx into our communities. Eligible companies would be in the community for the long haul,” said Brackemyre. “When they are investing that much money and have equipment requiring that load, they will be major players in the community for years to come.”

IMPA launching the initiative is just the first step in attracting new business. Now, it’s up to member utilities and their local governments to put the incentive to work.

“We rely on our competitive rates, and, in the long term, that’s a great option for investing in our community too.”

BRYAN BRACKEMYRE
DIRECTOR OF MARKETING
AND ECONOMIC DEVELOPMENT
INDIANA MUNICIPAL POWER AGENCY

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Meet Community Choice Aggregation, Public Power's First Cousin

BY SUSAN PARTAIN, SENIOR EDITOR AND CONTENT
STRATEGIST, AMERICAN PUBLIC POWER ASSOCIATION

In

a white paper released in May 2017, the California Public Utilities Commission estimated that as much as 25 percent of the retail electric load of investor-owned utilities in California will shift to another source by the end of the year, and as much as 85 percent within the next decade.

A major contributing factor to this dramatic shift is the rapid rise in community choice aggregators — units of local government that provide an alternate energy supply to customers in a defined city or region.

Put another way, that means more than 20 million Californians may soon get their electricity from nonprofit local government agencies. And that doesn't include the more than 20 percent of Californians already served by public power utilities.

As of 2017, seven states have adopted some form of community choice aggregation, although the entities take on different meaning from state to state. Community choice, also called municipal or community aggregation, has been adopted into law in California, Illinois, Massachusetts, New Jersey, New York, Ohio, and Rhode Island.

In California, CCAs can operate only in the service areas of investor-owned utilities. The investor-owned utility still provides transmission and distribution services and all the metering, billing, collection, and customer service to retail customers. But the energy delivered to customers is based on what the CCA purchases — and for the most part, CCAs are focused on delivering more carbon-free energy.

A BOOM FOR LOCAL ENERGY CONTROL

California passed legislation allowing community choice in 2002, following the 2001 energy crisis, but the growth and operation of CCAs began in earnest only in the past few years.

A major reason for the high adoption in California is because customers in a CCA's territory are automatically opted in to the CCA. When customers are informed that they are within a CCA territory, they receive basic information about what it means to be served by the CCA, options for choosing different plans within the CCA, and their choice to opt out. Marin Clean Energy, the first CCA to form in California, in 2010, serves more than 260,000 customers in 33 communities and offers customers the option to get either 50 percent or 100 percent renewable energy, or 100 percent solar energy.

CCAs also benefit from a common sentiment in California that favors local control over power supply and a hunger for more renewable energy and non-emitting sources. And in a state with an aggressive renewable portfolio standard, local government officials are taking notice of CCAs and looking to them as a relatively quick way to meet clean energy goals.

"Cities make a commitment to renewables, but when they don't have ownership of the local utility, they can only encourage the utility to be more green," said Barry Moline, executive director of the California Municipal Utilities Association. "This leapfrogs the system. Cities are saying, 'We're going to go out and buy our power from the same companies you use for power supply, but our portfolio will offer customers choice and be green.'"

Moline also noted that in California, CCAs likely benefit from the positive reputation that public power utilities have in their communities and among state policymakers. "The contrast between public power and IOUs is in our rates, but it's also what we do to support our communities. We're doing a good job, so when people

Put another way, that means more than 20 million Californians may soon get their electricity from nonprofit local government agencies. And that doesn't include the more than 20 percent of Californians already served by public power utilities.

get the choice, they accept the opt-in element of CCAs. And legislators see how local control can happen," he said.

Customers also are mindful of the cost of electricity, and increasingly CCAs in California have touted how their rates are competitive compared with the IOUs' rates. For example, Lancaster Choice Energy conducts an annual rate comparison with Southern California Edison and prominently features cost comparison calculators for residential and commercial customers on its website.

GROWING PAINS AND HURDLES

Investor-owned utilities in California are not taking the shift lightly. As large metropolitan areas, including Los Angeles and San Diego, consider forming CCAs, the IOUs serving these areas are supporting rules and regulations that could stop CCA expansion in its tracks.

The California Public Utilities Commission, which has jurisdiction over IOUs but not CCAs, is currently reviewing the cost impact of CCAs. As directed by the Commission, CCAs charge customers a per kilowatt-hour fee called the Power Charge Indifference Adjustment. Through this adjustment, the Commission is searching for a balanced way for customers of CCAs and those who remained with IOUs to share the cost recovery of long-term power supply contracts that the IOUs may no longer need. Depending how the cost recovery shifts to CCA customers, it is possible that CCA rates could become much less competitive, and growth could stall significantly. Of concern to CCAs and public power in general, this review provides a platform for the Commission to establish some authority over CCAs, which could set a precedent in expanding its jurisdiction.

As a community, CCAs are in different stages and have varying needs. Some are focused on acquiring and connecting with customers, some are trying to form and going through the legal process, and others are finding ways to make their operations more advanced and innovative. The California Community Choice Association, or CalCCA, is a newly formed group that is working to bring CCAs together across the state and represent their interests to the legislature and regulatory agencies.

"We have an ambitious workplan," explained Beth Vaughan, executive director of CalCCA. "With the rapid expansion of community choice programs, it is important that we educate emerging CCAs, provide tools and templates to guide them, and create opportunities to learn from each other."

As CCAs look for more sources of renewable energy, they are seeking partners to build new projects. Many CCAs are new, so they have not yet established credit ratings to help them finance the investment in utility-scale solar or wind generation projects. CCAs may see an incentive in partnering with public power utilities to gain an ownership share in generation — and strengthen the connection to locally owned energy.

MORE LIKE PUBLIC POWER THAN NOT

C CAs in California are not utilities; they do not own or operate the transmission or distribution system. But to the average customer, a CCA sounds a lot like a public power utility: a nonprofit energy provider governed by locally elected officials. Just as public power utilities hold board meetings open to their communities, so do CCAs.

“CCAs are certainly first cousins,” remarked Joe Nipper, president of Nipper Consulting and former senior vice president of advocacy and communications at the American Public Power Association. “They aren’t municipal utilities, but they are more like us than they are not like us.”

“There’s a lot of overlap in our basic DNA,” noted Moline. “It is a benefit to us as community-owned utilities to help them, to move them in the right direction, to be as well-trained as possible. To see eye to eye.”

Because of the similarities and potential for mutual benefit, the American Public Power Association’s board is voting on a proposal to add a special membership category for CCAs. If approved, membership would grant CCAs access to certain resources and discounts on educational opportunities, but would not include access to the full suite of utility member benefits, such as advocacy efforts.

“We want CCAs to succeed, because in the eyes of a customer in Marin County, California — they might as well be a public power utility,” said Jeff Haas, vice president of membership and strategic development at the American Public Power Association. “They are community-oriented enterprises that have customer interests in mind. If we can help them succeed, it helps public power...and if we are misconstrued as CCAs that are not performing well, that could be problematic.”



“This is a very complicated business these days. Public power utilities have a lot of assistance to be able to provide CCAs — education and training is key among them,” said Nipper. “The knowledge that folks in public power have is a great advantage for CCAs to gain access to.”

“We are in the public power business and CalCCA is interested in exploring opportunities for collaboration with municipal utilities,” said Vaughan. “One of our goals is to create a network of professionals dedicated to the successful launch and ongoing operations of CCAs around the state.”

Public power utilities have already begun to share their expertise with CCAs. Notably, three CCAs in California are led by former public power utility CEOs, and other CCAs include senior leadership and employees with public power experience.

“That gives them a level of expertise and legitimacy because they’ve got experienced people at the top. When you’ve got a former CEO, you have a lot of knowledge. It’s not amateur hour,” said Moline.

In September 2017, the Sacramento Municipal Utility District announced a joint venture with the Valley Clean Energy Alliance, a new CCA that will begin serving several communities in California’s central valley in 2018. SMUD will help VCEA to set up a variety of technical and energy services, including data management, wholesale energy services, credit support services, and business operations support.

ONE SIZE DOES NOT FIT ALL

Community choice aggregation, as it has evolved in California, has so far been embraced by public power, with CCAs and public power utilities working cooperatively in the state. While the success of California’s CCAs could prove to be a model for other regions, CCAs in other states are not necessarily aligned with public power utilities.

“From state to state, the concept of CCAs is not the same. That’s a problem, in that their quality of operations and purpose are different in different locations,” said Moline.

While there isn’t necessarily a clear picture of what community choice will look like in the future or how it will evolve, California’s CCAs continue to have many supporters and an optimistic outlook from across the industry.

“The CCAs that exist today are doing a great job. The communities that have them are pleased with them,” noted Moline. “There’s a reasonable chance that [community choice] will bleed out to other locations, but the idea that California has done it doesn’t always work for other places. People are torn about CCAs — they like the idea of communities taking the bull by the horn, but at the same time, want to make sure they’re doing it right. If a community is allowed to leave an IOU and the rest of the customers lose, that’s not a good economic model for sustainability. There has to be something that makes sense for CCA customers to depart,” he added.

“Nothing breeds success like success. We have every reason to believe that CCAs will be successful and will continue to grow,” said Nipper.

INSIGHTS



WASHINGTON REPORT • GOING PUBLIC • WORKFORCE • LAST WORD

WASHINGTON REPORT

Common Bonds: Our Allies in Advocacy

BY JOHN GODFREY, SENIOR GOVERNMENT RELATIONS DIRECTOR,
AMERICAN PUBLIC POWER ASSOCIATION

The probability that the tax exemption on municipal bonds will be eliminated is low, but the cost of elimination would be steep — \$5 billion a year for public power. And we are not alone. Beyond hampering the ability to finance projects that enhance the electrical grid, an unprecedented tax on municipal bonds would do irreparable harm to state and local governments' ability to economically finance a diverse array of infrastructure investments that make commerce possible and keep our communities livable.

As the potential cost is so high, the American Public Power Association is determined to preserve the tax exemption. We continue to seek out allies to aid in the effort. These allies help us identify new threats, create new approaches for our advocacy, and reach new audiences.

The constant drumbeat of our combined efforts sends a clear message about the strength of our coalitions. We are making headway in convincing lawmakers that tax-exempt municipal bonds have a tremendous net benefit to communities.

The Public Finance Network is a long-standing, albeit ad hoc, group of more than 60 associations representing state and local governments and state and local elected officials. This group is largely led by the National Governors Association, the U.S. Conference of Mayors, the National League of Cities, the National Association of Counties, the National Association of State Treasurers, and the Government Finance Officers Association. The group formed in the wake of the Tax Reform Act of 1986, which imposed significant restrictions on tax-exempt financing, and the American Public Power Association has been active with the group since its inception. Members of the network meet regularly with administration officials, Hill staff, and lawmakers on a host of state and local finance issues, including the defense of the tax exemption for municipal bonds.

As a complement to the efforts of the Public Finance Network, in 2012, many of the same associations — plus private sector stakeholders in the municipal bonds debate — formed Municipal Bonds for America. This

group includes bond dealers, fixed-income firms, and investment advisers. Our president and CEO Sue Kelly sits on the board of Municipal Bonds for America, and our staff stays involved with its working committees. Our partnership with this group not only supports our own advocacy efforts, it also allows us to ensure the public power utility perspective is infused into the group's advocacy efforts and resources. In addition to providing a constant voice of support for tax-exempt municipal bonds, MBFA educates policymakers in an annual Hill briefing on bond-related developments and maintains a list of bond-financed projects in key congressional districts on its website.

We recently joined another group: the Infrastructure Working Group formed by the Associated General Contractors of America and the National Association of Manufacturers. This working group brings together a diverse range of voices from the public and private sectors — including end users, construction and design

firms, financiers, and labor unions — to collaborate in support of infrastructure. Participation in the group keeps us aware of important developments in policy affecting infrastructure and aligns us with yet another industry that supports the retention of the tax exemption for municipal bonds.

Within our industry, we continue to work closely with state and regional public power associations, the Large Public Power Council, and the Transmission Access Policy Study Group. We are fortunate to have joint action agencies that have long helped in getting local utility voices heard on Capitol Hill.

Even as we join and work with these groups, we continue to rely on our members. Without your voice, we cannot share the real and immediate impact the loss of tax-exempt financing would have on public power's retail customers. We need your guidance to ensure we are fighting for what is most important to you.

GOING PUBLIC



Mugged! Your Daily Shot of Collaboration

BY MEENA DAYAK, VICE PRESIDENT, INTEGRATED MEDIA & COMMUNICATIONS, AMERICAN PUBLIC POWER ASSOCIATION

I sometimes feel like I spend my life in meetings. I often wonder, when am I going to have time to follow up on all that was discussed? When I'm having one of those days, I sigh and stop to replenish my coffee. As I pick up my mug, the inscription jumps out at me: "Meena, you are powering strong communities." And I immediately feel better.

The mug reminds me that I am part of a team, aligned to the core mission of my organization and members. And that meetings are a cog in the wheel of internal collaboration, which drives my success as a communicator.

These personalized mugs were given to all staff members when we launched a new brand for the American Public Power Association in January 2017. The promise of the brand was captured in our tagline "Powering Strong Com-

munities." Within this tagline lies a story to be told, felt, and lived by everyone on staff. Nothing like a message ingested with your daily caffeine to rev you up, right?

As communicators, we spend a lot of time thinking about our external audiences. But we often forget — or take for granted — our internal audiences. We don't always stop to educate, engage, and learn from our own colleagues, whether we have five of them or 500.

Internal collaboration is critical to the success of all communication efforts. Consider these four reasons:

■ Mission alignment

As communicators, we cannot set our goals in isolation. We help ascertain, articulate, and amplify the mission and vision so everyone can work toward common targets.

■ Unity of message

We are not the only ones talking to the world outside. And if we want everyone to sing the same songs, we need to do more than give out copies of the hymnal. We need to practice the songs together, at every opportunity.

■ Nurturing ambassadors

As we figure out how to break through the noise to reach our customers, we design elaborate phone, email, and social media campaigns. But we often overlook our most important channel — fellow employees — who can help spread the word about every cause and campaign.

■ Content development

Communicators are curators. The content we crave comes from our colleagues who are the subject matter experts. But they might not even realize the potential of all they know; it's up to us to draw it out of them.

Many organizations have silos, often unconscious and even well-intentioned, simply because of form and function. Communicators are best positioned to bust these silos. We serve everyone and get to talk to all departments in our work. Why not connect the dots and help bring people and missions together?

Effective collaboration is an art, not a science. What are some tools, other than mugs and meetings, we can use?

Technology puts an array of resources at our disposal. At the Association, our communica-

tions team loves how our project management system helps us share calendars, schedules, and files among ourselves and with our clients in other departments. We're looking for better ways to share metrics and dashboards as well as insights about audience preferences — and would love to learn what has worked well for you.

Cross-functional project teams are a tried and tested route to effective collaboration. The Association established a three-year strategic plan with six key initiatives that we kicked off in 2016. Each of these initiatives is staffed by team members drawn from different departments — which has led to a richer process and better results. Working together from the get-go also ensures that we'll get better buy-in for the end product.

Formal tools and processes for collaboration are all valuable, but opportunities to hang out and do something together are the most worthwhile in building strong relationships that translate to strong communications. For example, we have an annual movement challenge at the Association. We compete, in randomly drawn teams of five, to see which team can rack up the most miles in five weeks.

My "Team Awesome" would win if I made a few more coffee runs to contribute miles. Winning aside, those quick lunchtime walks with my teammates are when I learn about the cool things they're working on. That might never happen at a meeting.

Go forth and collaborate, caffeinate, and communicate — it's a robust blend.

Test Driving Utility Careers: Higher Ed Is a Powerful Partner

BY MICHELE SUDDLESON, DEED PROGRAM DIRECTOR,
AMERICAN PUBLIC POWER ASSOCIATION

With the deployment of advanced technology across the electric utility industry, the demand for people with higher technical skills is increasing. The workforce continues to age, compounding the need for utilities to find new employees. The U.S. Department of Labor estimates that between 2014 and 2024, the number of lineworker positions will grow 11 percent, which is almost twice as fast as the anticipated overall job growth.

To attract new talent and fill in skills gaps for the utility of the future, public power utilities are working with community colleges, universities, and other higher education institutions.

The long arc of workforce development begins by sparking interest in energy careers. Electricities of North Carolina and North Carolina Public Schools, with funding from the American Public Power Association's DEED research and development program, will deliver workshops for teenagers and young adults in North Carolina public power communities. The workshops will offer information about the energy industry, available careers, and educational resources to prepare students for specific jobs.

The hope is that young adults will recognize the opportunities in the electric industry, especially in an area that has seen a reduction in employment opportunities in other industries.

Individuals learn about job opportunities, schools raise awareness of their offerings and better align their curricula with industry needs, utilities have a broader talent pool to choose from, and communities see unemployment go down.

For the industry as a whole, the Center for Energy Workforce Development has developed relationships with more than 200 schools to create its National Energy Education Network. The network pairs institutions with electric utilities to create educational opportunities to prepare people for utility jobs.

The Pacific Northwest Center of Excellence for Clean Energy at Centralia College is one of 10 centers in the state of Washington that offers industry-specific workforce development opportunities.

To ensure that the training and curriculum options remain in line with industry needs, the center created the Power Utility Training Consortium, which brings together representatives from utilities throughout the Northwest. The consortium's programming has also helped utilities, including Lewis County People's Utility Dis-

trict and Tacoma Power, find new talent for jobs and internships.

At the Northwest Water and Energy Institute at Lane Community College in Eugene, Oregon, a new initiative is experimenting with energy workforce development collaborations beyond the college's service area. The community college has long offered a two-year energy management technician program, which includes curriculum and a mentoring component in collaboration with the area's five utilities, including the Eugene Board of Water and Light. Through a three-year grant from the National Science Foundation, the college plans to extend the program to an online degree that preserves the real-world field projects and cultivates employment opportunities with the energy sector.

The fieldwork mentoring can be as simple as walking a student through a checklist, said Roger Ebbage, energy/water education programs coordinator at Lane Community College. Ebbage noted that, in part thanks to a partnership with the Northwest Public Power Association, at least 10 utilities in the Pacific Northwest have already showed support for the program. Ebbage noted that utilities see benefit to the mentoring component "because they get to test drive a student's ability without any commitment."

Building partnerships with utilities outside the area allows people from rural or underserved communities to take the online program and gain real-world skills without leaving home. Ebbage said that the school hopes to eventually offer the program to anyone, especially in rural communities, nationwide.

Beyond workforce development, higher education institutions can also provide resources and staff to carry out research and development programs related to utility operations. For example, Iowa State University partnered with Algona Municipal Utilities to analyze customer load based on advanced metering infrastructure data. Through funding from the Association's DEED program, researchers at Iowa State will cull through Algona's data to identify customer load patterns and any causes of changes in energy consumption. The university aims to develop a software tool that will enable smaller public power utilities to more easily analyze and use AMI data to understand and adjust customer energy use.

There are many exciting partnerships between public power and higher education institutions. I invite you to share your experiences, and consider how a DEED scholarship or research grant can help form or strengthen a higher education partnership in your area.



READ MORE

Read the unabridged Workforce column on PublicPower.org

LAST WORD:

KELLY SPEAKES-BACKMAN

In July 2017, Kelly Speakes-Backman became CEO of the newly formed Energy Storage Association. Before that, she was the senior vice president of policy and research at the Alliance to Save Energy and served as a commissioner at the Maryland Public Service Commission.

What are your priorities as CEO of the Energy Storage Association?

This is such an exciting time to be a part of the conversation around storage and how it can help the grid become more efficient, cost-effective, sustainable, and resilient. I'm exuberant about it.

It's pretty clear to me that the storage industry is going through unparalleled growth. We are looking for 35 gigawatts by 2025. That vision was set out well before I got here. A report that we expect to issue later this year will detail how we'll achieve that 35 GW by 2025 [the report was issued in early November]. That is, first and foremost, our North Star for priorities for the energy storage industry as a whole.

My other priorities as CEO are to figure out how we play in the overall energy markets; to figure out what our role is in effecting that cleaner, more modern, more flexible grid; and to work with our members to lay out this clear and actionable path that's going to get us to that 35 GW.

What benefits could a public power community derive from the use of energy storage technology?

Of course, there's the big money savings and being able to integrate more sustainable energy, if that should be the local community's desire.

But there's also a need for resiliency. Communities have an increasing need to ensure that there are islands of refuge in the cases of external forces or any major outage events. They must be able to have storage distributed across the grid in the local public power community.

The Department of Energy's [August 2017] staff report talked about highlighting the importance of energy storage, not just for regular operations but also for resiliency of the grid. That's going to be a big play for public power utilities.

Is there an ideal approach for states to remove barriers to the deployment of energy storage?

There are a number of approaches to take, and it depends on the jurisdiction. Because storage is new to so many of these jurisdictions, we're learning what's the best path for each state. California is setting up the target of 1.3 GW — that is pretty amazing; we were happy with that. We're also happy with procurement targets. We're not saying that there has to be a specific mandate in every state. We're not going for a one-size-fits-all for every state.

What we're going for is encouraging the deciding bodies to include [energy storage] in the analysis. Whether that is participating in restructured markets with storage targets or including storage in integrated resource planning, we're for a fair and open apples-to-apples comparison of what value storage can

bring overall. And may the best resource win.

Do you expect to see energy storage chosen over traditional transmission and distribution investments (as Arizona Public Service recently did) more frequently in the years ahead?

We certainly hope to see it. Storage can offset or defer costly transmission upgrades, while at the same time providing value on the shorter-term markets like regulation, ramping, etc. You're getting multiple values from a singular response to a need, so I can see non-transmission alternatives being critical to future grid planning and modernization. Technology and markets are changing rapidly, and as planning is a long-term [proposition], you've got to be nimble and able to react quickly to the technologies that are coming on.

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Please take a few minutes to let us know how we are doing.

1. How frequently do you read content in

- Public Power Daily
- Public Power Magazine
- PublicPower.org
- Our other publications or outlets (please specify where and how often)

2. How well are we covering the following topics?

- | | | |
|----------------------------------|------------------------------|------------------|
| Bills and Rates | Distributed Energy Resources | Reliability |
| Bonds and Financing | Electric Vehicles | Safety |
| Communications and Customer Care | Electricity Markets | Smart Energy Use |
| Community | Energy Storage | Smart Grid |
| Cybersecurity | Environment | Solar |
| Disaster Response | Power Sources | Workforce |

Is there another topic you'd like to see more/less/the same of?

3. What are the top three topics of interest to you?

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- Industry news and updates
- Features/case studies from other public power utilities
- Infographics
- Statistics and charts
- Reports/ in-depth analysis
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5. On a scale of 1-10, how likely would you be to recommend/share content from the following outlets with a colleague?

- 1 – Not at all likely, 10 – Highly likely
- Daily
 - Magazine
 - Website

6. What other publications do you get industry news from?

Send responses to News@PublicPower.org or complete the survey online at <http://www.surveygizmo.com/s3/3972381/2017-Reader-Survey>



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For some customers, including seniors on fixed incomes, energy expenses can be a financial burden. Wisconsin's Home Energy Assistance Program (WHEAP) provides for assistance with heating costs, electric costs, and energy crisis situations.

Applications for assistance are accepted from October 1 through May 15.

Maximum income eligibility for 2017-18 is as follows:

Household Size 3 Month Household Income

| | |
|---|-------------|
| 1 | \$6,650.25 |
| 2 | \$8,696.25 |
| 3 | \$10,742.50 |
| 4 | \$12,788.75 |

For information on how to apply for energy assistance, call toll-free 1-866-432-8947 (1- 866-HEATWIS).

LIVELines

Volume 65, Issue 12 | December 2017

2 Executive Director Report

3 Safety Notes

6 Member News & Tidbits

7 Classifieds

2018 Joint Superintendents Conference is Almost Here

The new year is around the corner and we are quickly coming upon the 2018 Joint Superintendents Conference at the Glacier Canyon Lodge in January. Mark your calendars, make your arrangements and be prepared for a great event.

We have put together a very solid lineup of speakers for both the MEUW Day as well as our Joint Day with the Wisconsin Electrical Cooperatives Association.

Topics covered on the first day of the conference will include: cyber and physical security, GIS mapping, maintenance best practices, and a presentation on how to use your website and social media channels in 2018.

Some of you might be asking, why website and social media marketing for utilities? Well, it's an important topic and with the advancement of easier to use web design and social media applications, it's not going anywhere. In fact, virtually anyone with a little time on their hands can quickly figure out how to utilize Facebook for a variety of uses – beyond just keeping up with friends and family.

Your website or social media page can be a valuable resource for your customers in the event of an emergency such as severe weather to communicate with them about potentially hazardous situations or service disruptions.

Our presenter for this session, Don Stanley is an award-winning faculty member at the University of Wisconsin Madison and owns 3Rhino Media and he will touch on a host of important topics during his presentation.

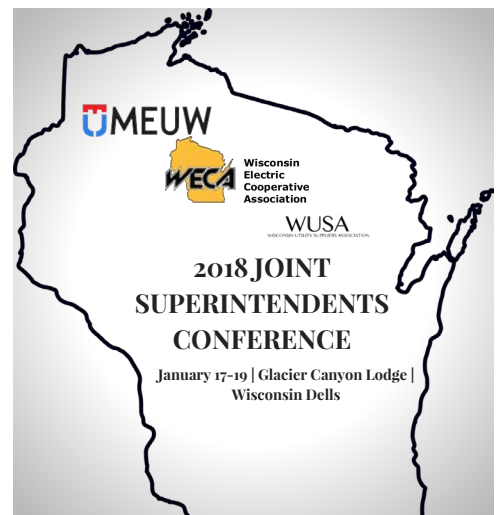
On our second day, we are fortunate to have the “Canine Man” Hector Hernandez coming in to talk to us about “Dealing with & Responding to Difficult Clients.” Hector honorably served in the United States Marine Corps Reserve and is a former law enforcement officer and is an active police K-9 instructor. I have no doubt he will provide everyone with some great lessons.

For our keynote speaker, we have Wylie Davidson from DiVal Safety presenting Safe 4 the Right Reasons. This presentation breaks down our basic human nature and delivers a personal motivation to each employee to value their safety. DiVal Safety has given this presentation around the country and to various corporations and safety organizations. We are very excited to have Wylie Davidson discussing this important topic with our members.

Lastly, MEUW wants to say thank you to all of the organizations that have agreed to sponsor this event at various levels and to the other scheduled presenters we have for both days. You will be seeing many knowledgeable and familiar faces discussing a host of important and interesting topics. In addition to the folks mentioned above, we owe a big thanks to ATC, Kaukana's Eric Miller, Paul Schlies of Energis, our own Steve Hedden, Dairyland Power as well as Dave Krause and Bob Pecor for agreeing to join us in January.

Have a safe and festive Holiday Season – see you next year!

Eric Searing
Marketing and Member Services Manager





MEUW Executive Director Report

From Jeff Stone

I have just completed this year's fall district dinner meetings around the state. These events were attended by well over 100 staff, utility commissioners and local officials who represented almost half of our member utilities.

It was an opportunity not only for our members to be updated on MEUW activities, but also to share items of interest with other member utilities and communities in their area. It is valuable for our members to share information as well and build connections with others in our MEUW family.

Over my first year here at MEUW it has become clear that one of the keys to a strong future for of our organization is helping our members to work together. Some business associations focus on growing their membership numbers. Here at MEUW we will need to grow by strengthening our members and by bringing them together as part of a larger group.

As our industry moves into an era of greater change, many of our utilities will confront challenges of how to adjust to the new reality of the energy and utility world in which we work. We have already addressed some of these issues such as personnel hiring and retention, and the increased technology demands in our industry. The economics of electricity are changing also. With load growth slowing or even slightly declining in some cases, there will be more competition for territory as a way for utilities to grow in the future.

As MEUW works to help our members to deal with a changing business and political environment we also must understand the value that each of our members represents. Part of the strength of our association comes from our numbers and our geographic dispersal across our state. Each of our member utilities whether they are large or small helps connect us to a community and represents a constituency that is important when we need to connect with elected officials in the state or federal government.


By having members across the state in various legislative districts we have more elected officials who represent communities with a Municipal Electric Utility. Elected leaders are naturally responsive to interests from the communities that elect them. Even though some of our members may be small utilities they still can play a big role in helping to connect with more legislators and to help them understand the value we provide to the communities they represent.

Looking to the future we need to do all we can to help keep every Municipal Electric Utility in Wisconsin strong and viable. Each of our members is important, and each one of them makes MEUW a stronger resource for the support of all our members, large or small.

Jeff Stone



Pictured here in Belmont are members from surrounding communities.



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Rubber Gloving

From Steve Hedden, MEUW JT&S Instructor

At this point I am sure many of you have heard the MEUW Safety & Education Committee is working on replacing the new “Cradle to Cradle, Ground to Ground” rubber gloving rule found in Section 407 c) in the APPA Safety Manual. Many have voiced their concerns about the rule and have questioned whether they would follow the rule. First off, yes, the S&E Committee is working on an Addendum which will replace section 407 c). Second, until it is reviewed and approved by the MEUW Board of Directors and your local council or commission, our member’s lineworkers are required to follow the rule as stated in 407 c). Local approval will be needed as they have adopted the APPA Safety Manual as their safety manual, so any changes made to it will need to be approved them also.

The changes are not being proposed to make it easier for the lineworkers. The main objective to the change made by the APPA in section 407 c) was to eliminate accidental electric contacts. The Safety & Education Committee has the same goal but is targeting it in a different more effective manner. The problem with the cradle to cradle rule is that it hopes by increasing the time and area that gloves are required that these contacts will go away. However the current minimum approach distance rule should already accomplish this. While going through the process of revising the OSHA 1910.269 and 1926 Subpart V standards OSHA considered changing from the minimum approach distance rule to the cradle to cradle method. After carefully considering this they finally said that what must happen is that employers need to do a better job training employees in regards to the minimum approach distance. I agree with this however I also believe that there needs to be better enforcement of the minimum approach distance rule by the supervisors and managers and the linemen must discipline themselves and hold each other accountable to truly do away with the accidental contacts.

This three headed approach of Training, Enforcement, and Accountability will make lineworkers understand that not following the Addendum is unacceptable. To accomplish this we will also provide a gloving guidelines that will be added to appendix of the safety manual. This appendix gives detailed explanation of how to apply the minimum approach distance rule. The MEUW is also targeting this to be required annual training as it a core competency of every lineworker and we do need to do a better job teaching rubber gloving practices. The other two are up to you our members. We have to drive home the message that not wearing rubber gloves or sleeves when they should be on is unacceptable.



Again patience will be needed and the cradle to cradle rule has to be followed until the approval processes are complete and on-board training is done during JT&S Session 5. Zero accidental contacts are a sustainable goal because we will be proactively guiding behavior based on training, enforcing, and holding each other accountable. The job is not dangerous because of the tasks our linemen are being asked to do. It is dangerous because of complacent behaviors and work practices which are allowed to exist. There is no room for this type of behavior in our industry anymore.

Steve Hedden

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Kidde Recalls 37.8 Million Fire Extinguishers

From Mike Martin, MEUW Regional Safety Coordinator - Region 4

Some vital information I would like to pass along to everyone regarding the Kidde fire extinguisher recall. We may see some of these fire extinguishers in our communities, but more than likely you will have one of the recalled ones in your home. Also, these fire extinguishers were sold with commercial trucks, recreational vehicles, personal watercraft and boats.

I was informed that a township in my area actually has these fire extinguishers in their buildings. They figured it was cheaper to buy new ones every year than to hire a company to come in and service them. So please make sure you check not only at home, but at work also.

The Kidde recall includes over 37.8 million fire extinguishers, including models dating back to 1973. The recall is for extinguishers with plastic handles due to a failure to discharge and nozzle detachment: One death has been reported.

I have included the full details of the recall below. Don't take your safety for granted, take a few minutes to see if you have one of these models.

Description:

- This recall involves two styles of Kidde fire extinguishers: plastic handle fire extinguishers and push-button Pindicator fire extinguishers.
- Plastic handle fire extinguishers: The recall involves 134 models of Kidde fire extinguishers manufactured between January 1, 1973 and August 15, 2017, including models that were previously recalled in March 2009 and February 2015. The extinguishers were sold in red, white and silver and are ABC- or BC-rated.

Hazard:

- The fire extinguishers can become clogged or require excessive force to discharge and can fail to activate during a fire emergency. In addition, the nozzle can detach with enough force to pose an impact hazard.

Sold At:

- Menards, Montgomery Ward, Sears, The Home Depot, Walmart and other department, home and hardware stores nationwide, and online at Amazon.com, ShopKidde.com and other retailers for between \$12 and \$50 and for about \$200 for model XL 5MR.
- For more information call Kidde or follow the link below in consumer contact where you will find a comprehensive list of model numbers along with direction on the next step in the recall process.

Consumer contact:

- Kidde toll-free at 855-271-0773 from 8:30am – 5:00pm ET Monday through Friday, 9:00am – 3:00pm ET Saturday and Sunday or online at www.kidde.com and click on "Product Safety Recall" for more information.

Mike Martin

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Member News & Tidbits



'Tis The Season To Be In Black River Falls

Black River Falls shows off their festivity in this picture of their downtown Christmas lights.



Arcadia - New Installation

Nick Koval (left) and John Leavitt (right) pose for a picture with Arcadia's recent addition of a street light pole.



Wisconsin is filled with extraordinary communities, people and things to see. The Badger State is loaded with amazing destinations! Executive Director, Jeff Stone, will be out and about visiting Wisconsin. Look here for snapshots to figure out...where in Wisconsin is Jeff Stone?

Submit your guess to info@meuw.org and you could win a MEUW prize package.

WINNERS

AUGUST (Hazel Green) Jim Goffinet - Village of Benton

SEPT. (Two Rivers): Okho Bohn-Hagedorn - Energis, Green Bay

OCTOBER (Manitowoc): Jason Bieri - Sturgeon Bay

NOVEMBER (Nevada, Crescent Dunes Solar Energy Project):

Dave Pahl - Kaukauna Utilities



Classifieds

Menasha Utilities is accepting applications for the position of Apprentice/Journeyman Lineman. Menasha Utilities is a Wisconsin municipal utility serving over 9,100 electric customers in a community of 17,437.

Responsible for performing skilled electrical distribution tasks to include; construction, maintenance, repair, monitor, and field verification work within and on the Electric Distribution and Transmission System maintained by Menasha Utilities in accordance with standard trade and utility practices and standards.

For a complete job description, qualifications and a list of benefits please visit the Menasha Utilities website.

Qualified candidates should apply at www.menashautilities.com by 4:00 p.m. on December 15, 2017.

Send your employment opportunities to info@meuw.org.



Upcoming Events

- Jan. 9-10 [MEUW Underground & Overhead Design Seminar](#) - Holiday Inn, Manitowoc
- Jan. 17-19 [MEUW/WI REC Joint Superintendent's Conference](#) - Glacier Canyon Lodge, Wisconsin Dells
- Feb. 26-28 [APPA Legislative Rally](#) - Mayflower Hotel, Washington, D.C.



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- A Public Power Guide to Understanding the U.S. Plug-in Electric Vehicle Market **Dec. 13**
- Workforce Series: Game Changers and Gaps in the Energy Workforce Pipeline **Jan. 11**
- Governance Series: Communicate the Public Power Advantage **Jan. 24**

Get cooking.

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It's time for extra cooking and baking. Did you know:

- Keeping the oven door closed saves energy, but so does using glass or ceramic pans (turn down the oven temperature by 25 degrees), turning off the oven 15 minutes early, and using a microwave or slow cooker when possible.
- Leaving the refrigerator door open while taking out needed items is more efficient than opening and closing it several times.
- Running a load of dishes in the dishwasher uses almost 40% less water than washing by hand. If washing dishes in the sink, fill the wash and rinse basins instead of letting hot water run.

*Happy
holidays*
to you and
your family!



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Serving Customers Well in a Changing Industry

.....
Our member utilities have always made customer service a top priority. As technology, the industry and customer expectations evolve, it's especially important to be in tune with customers. This issue of the Power Report explores what it means to serve customers well in a changing industry.
.....

The Utility-Customer Relationship

Members sought feedback during a customer panel at WPPI Energy's annual meeting in September. The panel featured representatives from three large businesses in member communities:

- Steve Krueger, Special Projects Manager at Steel King Industries in New London, Wis.
- Richard Petersen, Superintendent of Technical Services and Reliability at Expera Specialty Solutions in Kaukauna, Wis.
- Jedd Winkler, Energy Programs Manager - Facilities Operations at Aurora Healthcare (Aurora is headquartered in Milwaukee, Wis., but has locations in several member communities).

Here's what they shared:

Keeping Costs Low Is a Top Priority

A business' ability to keep costs low and remain competitive is a major factor for its survival, yet changing markets, high production costs, regulations and other factors can sometimes make it difficult to do this.

Utilities are in a unique position to assist. By helping businesses boost their bottom line — through energy efficiency projects, incentive funding, special rates and other money-saving measures — they give those businesses a competitive edge.

For example, Kaukauna Utilities, WPPI Energy and Focus on Energy provided incentive funding to help Expera pay for energy efficient installations/upgrades to variable frequency drives, piping, lighting and the plant's steam system.

When Steel King expanded its facilities, New London Utilities and WPPI Energy offered a limited-term, market-based discount on its electric rate. The discount, which is intended to encourage local economic growth, is available to businesses building a new facility or expanding an existing one in a member community.

"The discount was a big factor in Steel King building a new 135,000-square foot addition in New London instead of moving to our Georgia location," said Krueger.

Continued on page 7...



Pictured from left: Moderator Jake Oelke, VP of Energy Services at WPPI Energy, Krueger, Petersen and Winkler

Doing More Together: The State of WPPI Energy

The following is an overview of the presentation Board Chair and General Manager of Kaukauna Utilities Jeff Feldt and I delivered on the state of WPPI Energy at our annual meeting in September:

The state of WPPI Energy is strong. From building a reliable, diverse power supply and an effective voice for advocacy to creating comprehensive, best-in-class services, our member utilities have always done their best work together. This remains true today.

Our member-driven model is our biggest strength. This past year, all 51 WPPI Energy members helped shape the objectives for the current five-year business plan that directs our day-to-day efforts. Active member engagement ensures that we remain on the right track to serve our members and their customers well.

Members created WPPI Energy more than 35 years ago for the purpose of supplying wholesale electric power that is cost-effective, reliable and responsible; this remains our core business priority. We are positioned well in this regard, with a diverse and cost-competitive power supply mix. We have space for additional generation resources in the next few years, giving us flexibility to rely on cost-effective market power or to consider new resource opportunities that are projected to lower our costs over the long term.

Renewable energy proved to be the most cost-effective option when we added two new resources this year: the 99-megawatt (MW) Point Beach Solar Energy Center, which will be Wisconsin's largest solar energy facility when it comes online in 2021, and the 132-MW Bishop Hill III Wind Energy Center that will more than double our membership's wind energy resources when it begins operating next year.

We know that competitive costs are a key priority for WPPI Energy members, and we have held our average wholesale power supply costs to members steady over the past five years. In fact, our costs in 2016 were the lowest since 2011. Going forward, we anticipate modest annual increases over the next few years.

We also know competitiveness isn't all our members expect. Customers of all types are increasingly seeking to engage with their utilities online to track and manage their usage, pay bills, schedule service, sign up for programs and more. Together through WPPI Energy, our member utilities have access to cost-effective shared technology systems, professional expertise, staff training and programs to support these needs. Our business strategy includes furthering these offerings to ensure that our membership can continue serving customers well as utilities of the future.

Today's utility industry, the technologies we use and the expectations of those we serve are evolving. The member utilities of WPPI Energy are strong and well-positioned to take on this changing world together. Now and in the future, we will succeed as we always have—by doing more together.



Member Spotlight: New Holstein, Wisconsin

The Community

New Holstein's motto, "Linked to the Past, Focused on the Future," is fitting. The city was founded in 1848 by immigrants from Holstein, Germany, a region that was created as a county of the Holy Roman Empire in 1111.

The modern day New Holstein is a tight-knit community of just over 3,200. With plenty of parks, a good education system and low crime rate, the city has started to attract a younger demographic. It provides residents with the perks of small town living, while located just 30-60 minutes from larger communities, such as Appleton, Fond du Lac, Sheboygan, Manitowoc and Green Bay.

The Utility

New Holstein Utilities (NHU) is a locally owned, not-for-profit utility that provides customers in the New Holstein area with electric, water, water softening and waste water services.

The NHU team — led by General Manager Randy Jaeckels and directed by a five-person utilities commission — strives to provide economically priced, reliable services, as well as an excellent customer experience.

"We ask our employees, no matter what their job is, to do it every day with excellent customer service in mind. It doesn't matter if you're a lineman, a water technician or one of our office staff; it's important to try to do the best that you possibly can for the customer," says Jaeckels.

A Partner for Local Businesses

One of the ways NHU provides excellent service to its local business customers is through the work of Energy Services Representative Frank Barth.

Barth provides individualized support to some of NHU's larger business customers, including Metko Inc., Buechel Stone Corp., A-1 Polishing and Finishing Inc., M-B Companies Inc. and Ameriquip Corporation. He performs strategic energy assessments to help them identify



Kiwanis Park is one of several beautiful public parks in New Holstein.

opportunities to save energy and money, connects them with utility and state programs and helps plan and execute projects to optimize their electrical usage.

"It's important to help keep our businesses healthy so they can be competitive in their respective markets, keep producing product and want to expand in the community," says Jaeckels.

NHU and the Community

Commitment to the community is a hallmark of public power that Jaeckels says comes naturally to the NHU team.

"We have a lot of people at the utility who just naturally want to help people. I don't have to talk to the employees about the importance of being a part of the community; they just really care about the community and want to see it succeed."

About two-thirds of the utility's employees live in the community, and many of them regularly volunteer through groups such as the Lions Club, Kiwanis, church groups, the Chamber of Commerce, and the New Holstein Economic Development Corporation.

NHU and WPPI

NHU was a founding member of WPPI Energy in 1980 and NHU employees have

Continued on page 4...



NEW HOLSTEIN FAST FACTS

County: Calumet

Number of customers: 2,600

Utility website: www.nhutilities.org

Did you know?

- New Holstein was originally named Altona. The U.S. Postal Service requested a name change, because it was too similar to another Wisconsin city, Altoona.
- Internationally acclaimed cabaret singer and pianist Hildegarde grew up in New Holstein in the early 20th century.
- Edward Schildhauer, chief engineer on the Panama Canal project, was born in New Holstein.

been active with the organization ever since.

“WPPI Energy provides such good value to the membership,” says Jaeckels. “It’s nice to have a dedicated team working to make sure our power supply is reliable and cost-effective. Also, the programs and services WPPI Energy offers are tremendous.”

Being a member also gives NHU access to the knowledge and support of 50 peer utilities.

“There is not a week that goes by when NHU employees don’t have some kind of contact with another WPPI Energy member,” says Jaeckels.

The New Holstein Utilities Commission shares Jaeckels’ enthusiasm for WPPI Energy. In 2015, the WPPI Energy Board of Directors asked members to extend the terms of their long term, all-requirements power supply contracts.

Jaeckels remembers “having some preliminary conversation” on the subject during a WPPI Energy Executive Committee meeting.

Upon returning to NHU, Jaeckels says he “just mentioned it to the commissioners so we could discuss and see where they



The H.C. Timm House, built in 1873, belonged to Hermann Christian Timm, the first president of New Holstein, his wife Augusta (Muenster) Timm and their seven children. It remained in the family until 1974.

were at...well, they were so eager to act we included the extension as an action item on the next month’s meeting agenda,” he says.

“They wanted to be one of the first to approve the contract extension, and actually ended up doing so before WPPI Energy had made a formal request. The commission sees a lot of value in what WPPI Energy provides,” he says.

The Future of the Electric Industry

Jaeckels believes the electric industry can provide “a lot of good opportunities” for people entering the job market, and encourages them to re-think any stereotypes they might have.

“Some people think working in the electric industry must be boring. I’ve been in this industry for almost 34 years, and it’s been far from boring; it’s ever-changing, challenging and rewarding. I’ve seen a lot of technological advancements change what we can do for customers,” he says.

He also believes people with a variety of skill sets can thrive in the industry.

“Just because you didn’t come from a line-worker program doesn’t mean that there isn’t work for you. What we really need are bright, young people who are willing to learn and who will continue to move public power forward in the future.”



Members with milestone anniversaries were recognized during the annual meeting. Pictured are representatives from Kaukauna Utilities, which this year celebrated its 105th year of service.

WPPI ENERGY NEWS

WPPI Energy Annual Meeting

In September, WPPI Energy members, staff, local elected and appointed officials and others attended WPPI Energy’s annual meeting in Wisconsin Dells, Wis. Speakers gave presentations on topics ranging from customer service to the future of renewable energy. President and CEO Mike Peters and Board Chair Jeff Feldt gave a state of WPPI Energy address. The Board of Directors met the following day.

Moody’s: Wind Energy Purchase Is Credit Positive

Moody’s Investors Service published a report in August stating WPPI Energy (A1 stable) had entered into a credit positive agreement to purchase output from the Bishop Hill III Wind Energy Center. Bishop Hill III is a cost-effective resource that will enhance the diversity of WPPI Energy’s power supply and improve its carbon footprint by doubling the wind generation in its supply portfolio.

MEMBER NEWS

Members Receive Awards

WPPI Energy members were recognized for excellence during a special awards luncheon at the annual meeting. Jim Stawicki, General Manager of Sturgeon Bay Utilities and Chair of the 2017 Awards Judging Committee, presented the awards, which are as follows:

Distinguished Service Award

Awarded to a public official in a member community for active participation with WPPI Energy and outstanding contributions to the success of the organization:

Jim Brooks (Evansville)

Individual Achievement Award

Recognizes a utility manager or employee who contributes significantly to WPPI Energy's success through work on committees, task forces and advisory groups:

Randy Jaeckels (New Holstein)

Community Service Award

Recognizes public officials and utility managers who go above and beyond to contribute to the success of the utility and its image in the community:

Stewart Fett (Sturgeon Bay)
Dave Graff (Crystal Falls)
Mark Allwardt (Menasha)



Pictured from left: Stawicki, Mengert and Mike Peters, President and CEO of WPPI Energy

Shining Star Award

Awarded to utility managers or employees who have shown notable growth and leadership over the past year:

Eric Anthon (Columbus)
Nancy Johnson (Algoma)
Darlene Mengert (Sturgeon Bay)

Utility Leadership Award

Recognizes a member utility that displays excellence and leadership. This utility leads by example by helping to advance strategic initiatives, providing benefits to the membership and supporting public power and joint action:

Waupun Utilities

Congratulations to our award winners, and thank you for your outstanding service to your communities, WPPI Energy and the public power industry as a whole.

POLICY UPDATES

Federal

FERC Now at Full Strength - In November, the U.S. Senate confirmed two new members of the Federal Energy Regulatory Commission (FERC), filling the five-member board for the first time since October of 2015.

Republican Kevin McIntyre and Democrat Richard Glick were installed as FERC commissioners on unanimous voice votes.

Commissioner McIntyre is the President's nominee to chair FERC. He will take over from Neil Chatterjee, who had been serving as chairman on an interim basis.

Wisconsin

Gilkes to Lead CFC - In September, the Customers First! Coalition (CFC) named Kristin Gilkes as its new executive director. Gilkes has over a decade of experience in state politics and energy issues, including work on legislative and statewide campaigns, roles in state government, and most recently, a position with Alliant Energy.

CFC is an alliance of consumer organizations, public power utilities, electric cooperatives, wholesale power providers, an investor-owned utility, renewable energy advocates and utility workers. It was formed in the late 1990s to protect the interests of Wisconsin's electric consumers.

Michigan

Cambensy Wins 109th District Special Election - Sara Cambensy (D-Marquette) won the 109th district seat in the Michigan House of Representatives during a special election in early November. She beat out challenger Rick Rossway 56%-42%.

Rep. Cambensy, a member of the Marquette City Commission and director of adult and community education for Marquette Area Public Schools, will serve the remainder of the late John Kivela's term, which expires at the end of 2018.

WPPI Energy member communities in the 109th district include Negaunee and Alger Delta.

Customer Feedback Shapes Member Initiatives

Customer Feedback is a Necessity

Serving customers well is a top priority for WPPI Energy and its members, and a large part of doing that is understanding what customers care about. Since the only way to really know what they care about (not just what we think they care about) is to ask them, the WPPI Energy membership regularly invites customer feedback.

Recent Studies

WPPI Energy and its members conducted market research for two important customer groups - small businesses and the industrial businesses that use the largest amount of energy on our system.

In general, both small and large businesses continue to feel their utility serves them well. Their positive feedback earned the WPPI Energy membership a ranking in the top 25% compared to industry peers.

Customers from both groups were highly satisfied with:

- The reliability of their electricity
- The value they get from their Energy Services Representative
- Their utility's level of trustworthiness.

Of course, there's always room to grow. Customers in both groups said that they would like to see growth in the areas of

- Outage communications
- Resources and strategies for lowering costs
- More options for doing business online

Member Initiatives

Customer feedback directly shapes our organization's focus and decisions. WPPI Energy's business plan, a strategic roadmap of the work we will do over the course of the next five years, lays out several initiatives that will address feedback from members and their customers.



WPPI Energy members regularly seek feedback from customers.

These include:

Outage Management: The WPPI Energy membership convened a special task force to explore options and procedures for helping members and customers communicate during a power outage.

The task force is dedicated to evaluating strategies for meeting the outage management needs of our diverse member communities, recommending technology investments to improve outage communications, and more.

Keeping Costs Low: Through joint action, WPPI Energy members have access to resources and several teams of experts to help keep costs low for them and their customers.

• *Power Supply Team:* A team of experts that manages the membership's power supply portfolio by projecting future trends, procuring cost-effective new resources and optimizing existing resources.

Most recently, WPPI Energy entered into agreements to purchase the output

from the Point Beach Solar Energy Center and Bishop Hill III Wind Energy Center. These new resources are projected to reduce WPPI Energy's power costs relative to other available options.

• *Finance Team:* A team of experts that ensure the membership is using its resources most effectively. A 2016 bond re-financing saved members and their customers over \$9.8 million on a present value basis.

• *Programs and Services:* These include cost-saving programs in the areas of energy efficiency, renewable energy, demand response/time-of-use and more.

The programs and services are facilitated by WPPI Energy's Energy Services Representative team, which also provides a number of other services, including large customer account management.

Investments in Technology: The WPPI Energy membership is investing in software and staff to help them serve customers as utilities of the future.

Customer Feedback, continued from page 6...

There are several projects in progress that, when combined, will provide customers with a comprehensive online system for interacting with their utility. They will be able to view usage data collected by the advanced meters, pay their bill online, report an outage, sign up for programs and more.

The membership is also adding technology staff to ensure a smooth rollout and to provide training and system support.

These investments in technology will improve the customer experience and will also help make processes more efficient for members.

Utilities of the Future

As the electric industry continues to change, WPPI Energy and its members will change with it by listening to customers and using their feedback to shape future initiatives. By working together, members will be able to serve their customers well now and in the future.

Customer Panel, continued from page 1...

It's estimated that it will save the company approximately \$407,883 in the next four years.

Businesses Depend on Reliable Power

All three panelists agreed that reliable power is important.

"It's a must-have," said Petersen. Like many manufacturers, Expera is greatly impacted by even small interruptions to the electrical supply. "An interruption could be tens of thousands of dollars," he said.

"Reliable power is critical," agreed Winkler. "We rely on electricity to power

many of the machines and systems we use to care for patients."

"Reliability is a major concern," said Krueger, though he feels confident that it's one he personally doesn't have to worry about.

"New London Utilities has done so much to improve the reliability in our entire community. I would rate their electrical reliability at about 100%," he said.

While all of the panelists are pleased with their utility's level of reliability, investing in power supply and distribution resources and exploring ways to improve outage communication will help

the membership maintain a high level of credibility with customers.

Small businesses and large industrial businesses are unique and important parts of our members' customer bases. Industrial customers are among some of the largest users of energy on WPPI Energy's system. Serving these customers well is an important part of maintaining the financial health of the utility and community, as well as the businesses themselves. The insights members gleaned from the customer panel will help them continue to do that.

Upcoming Technical Training Courses

Wisconsin Energy Providers Conference

2018 Wisconsin Energy Providers Conference

Collaborative event hosted by investor-owned, municipal and cooperative electric utilities

January 31, 2018 • Monona Terrace, Madison, WI

Seventhwave Events | seventhwave.org/education/events

Better Buildings, Better Business Conference

February 14-16, 2018 • Wisconsin Dells, WI

Stronger Together: Retail Billing Service

Retail billing for electric utilities is more complex than simply charging for the amount of electricity a customer uses.

“There are many bill components included in the electric retail bill for some rate classes,” says Tammy Freeman, Director of Billing Services at WPPI Energy.

These components range from the amount of electricity a customer uses each month (there are rate classes for different levels of demand), the price of wholesale electricity (which fluctuates depending on fuel costs and demand), and various incentive discounts customers receive for managing how they use electricity. Utilities must ensure compliance with their local and state-approved rate structures, which have become increasingly complex.



Tammy Freeman, Director of Billing Services at WPPI Energy, heads up the Retail Billing Service

Maintaining retail billing accuracy is an important part of serving customers well. Utilities have a responsibility to bill customers accurately, and an error in billing could be costly to both the utility and its customers. WPPI Energy members have always looked out for

their customers’ interests, and recently developed a new service to help improve overall retail billing accuracy.

Through this service, members have access to rates and billing experts at WPPI Energy who help them ensure customers are billed in the appropriate rate class. It’s available to members that use WPPI Energy’s hosted billing system, and nearly all of them have opted to use the service.

The service—which WPPI Energy is proposing to expand in 2018—helps members continue to serve customers well.

“By outsourcing some of the back office billing functions, this joint action approach to billing allows member staff to focus more on other customer service interactions,” says Freeman.

Things You Should **KNOW**

Michael W. Peters, President & CEO

Monthly Wrap-Up for November, 2017

Issued Dec. 7, 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.

Budget Update. At its November meeting, the Executive Committee took action to recommend that the Board of Directors approve the proposed 2018 WPPI Energy budget. The revenue requirement for the proposed 2018 budget is \$381.8 million, with an average wholesale power cost to members of 77.11 mills per kilowatt-hour. This results in a proposed 1.3% increase compared the 2017 budgeted average wholesale power cost to members, and an estimated 0.2% decrease from our estimated actual wholesale power cost for 2017.

Earlier today, we hosted a webinar to review the proposed 2018 budget in detail with all members. We sent a copy of the budget proposal to all members on November 29 for review in advance of the webinar. The Board of Directors will take up approval of the proposed 2018 budget during its meeting on December 15.

Appleton Coated. As I reported to you previously, the winning bid in a September 19 auction to sell Appleton Coated LLC, was made by Industrial Assets Corp. (IA), a used machinery dealer and liquidator. As we discussed at our Annual Meeting, before it entered receivership this August, Appleton Coated, a paper manufacturer in Combined Locks, Wis., was the largest electric customer of Kaukauna Utilities and the second-largest electric customer on the WPPI Energy system. Terms of the sale included a 90-day period during which IA is participating in a search for a different buyer, with the hoped-for result being that Appleton Coated could ultimately return to running as a going concern.

It is not clear at this time whether such a buyer will materialize; thus, our proposed 2018 budget assumes no load from Appleton Coated. Should the company resume operating at any significant level, however, the resulting added revenue would likely serve to lower our overall costs to members.

See You at the Board of Directors Meeting. The Board of Directors' final meeting for 2017 is set to take place on December 15 at WPPI Energy. We will again also offer the opportunity for participants to attend the December board meeting via videoconference from Crystal Falls.

In addition to the 2018 proposed budget, significant items on the agenda include the election of a new member to the Executive Committee and various presentations from our staff. We will hear from our Energy Services team on two topics: first, an update on the membership's online customer engagement strategy; and second, a panel showcasing the support work of our Energy Services Representatives (ESR) in your communities.

The ESR presentation follows on a similar session we provided for our staff at WPPI Energy's recent all-employee meeting. I asked that we share this presentation with the board because of how well it highlighted all the diverse, services-based benefits that members provide their communities thanks in part to the support of their ESR.

We will also welcome a guest speaker. Attorney Tim Nixon of Godfrey & Kahn will provide an overview of how large customer bankruptcy and/or receivership can impact utility services and bills. This was a topic of particular interest for the membership during our "State of WPPI Energy" discussion at the Annual Meeting, so we invited Attorney Nixon to share his insights and perspectives drawing from his significant experience in this area.

Thank you in advance for your participation in the board meeting. I look forward to seeing you on December 15. If you wish to attend but have not yet registered, please contact Vicki Hewitt at vhewitt@wppienergy.org or 608-834-4573.

Advisory Groups: Your Opportunity to Get Involved. Member-owned, member-governed and member-driven. This is how WPPI Energy operates. In fact, when it comes to shaping and directing the work we do on behalf of your utility and your community, the leadership, feedback and participation from members is our greatest strength. WPPI Energy is your organization, and your engagement is critical to our success.

If you are interested in more opportunities to get involved, I hope you'll consider serving on one or more of the various committees and advisory groups of the WPPI Energy Board of Directors. Member representatives who serve in this capacity help make sure that our joint-action agency effectively meets the membership's needs.

In 2018, we have opportunities for members to serve on the following groups:

- Distribution Services Advisory Group
- Member Services Advisory Group
- Rates Services Advisory Group
- Policy & Communications Leadership Council

I encourage you to review the nomination materials and consider participating in a WPPI Energy member advisory group or passing along this invitation to your key staff members or officials who might be interested. Nominations are due by December 29. For details, please contact Vicki Hewitt at vhewitt@wppienergy.org or 608-834-4573.

Governing Body Visits: 2017 Wrap Up. Thanks to the many community officials who welcomed me and others from the WPPI Energy senior staff team for visits to your governing bodies in 2017. By the end of the year, we will have met with nearly all our members' commissions, councils or boards.

The meetings are an opportunity to provide you with an update on the most important topics affecting our membership, and, more importantly, to gather feedback on how we are doing at meeting your needs. The presentation this year focused on the priorities set forth by the WPPI Energy membership in our 2017-2021 business plan, how we are working in the next few years toward accomplishing these goals, and things to consider for members who are interested in moving forward with these same kinds of priorities at the local level.

I am always impressed – but not surprised – by the level of engagement members of the governing bodies show at each of their utilities. Their depth of understanding of the issues facing their utility and the industry in general is shown through their questions of me during the presentations. This year I answered a number of questions about our power supply portfolio, in particular the two renewable energy contracts we entered into (Point Beach Solar and Bishop Hill III Wind Energy Center), the possible impact of increased customer-owned generation resources, and the potential impact of electric vehicles on our planning. We discussed environmental regulations and how the change in administrations and at the Environmental Protection Agency will affect our planning – not very much. We discussed the impact of low natural gas prices and the projected trend and what could affect that industry, which is driving low wholesale energy prices. Overall, I continued to be encouraged by our members and their dedication to their communities, their utility and WPPI Energy.

Prep Sports and Public Power: Member Communities Earn 2017 Honors. A number of WPPI Energy member communities have just wrapped up an exciting high school football season, which for some included a shot at a state title.

- **Sun Prairie** headed into WIAA's Division 1 championship game undefeated for the 2017 season. The title ultimately went to Kimberly, which is located adjacent to Kaukauna.
- **Waunakee**, also undefeated in 2017, claimed a sixth state championship title in WIAA Division 2.
- **Lodi** capped off its own undefeated season with an exciting overtime win for the WIAA Division 4 state championship title.
- **Crystal Falls Forest Park High School** dominated its championship game with a 54-12 win, taking home the MHSAA Eight-Player Division 2 title.

Supporting high school sports is one of the ways WPPI Energy member utilities and their employees often contribute to their communities, with many serving as promotional sponsors, boosters, volunteers, and everything in between. This is certainly the case for the Forest Park team, whose head coach happens to be Crystal Falls Electric Department Supervisor Dave Graff.

You may remember that Dave was a recipient of 2017 WPPI Energy Community Service Award, which recognizes public officials and member utility managers who demonstrate the utility's value through their active participation in the community and commitment to volunteerism. As it turns out, ours wasn't the only – and admittedly, perhaps not even the most notable – award that Dave would receive in 2017. In November, the Upper Peninsula Sportswriters and Sportscasters Association named Dave the 2017 All-U.P. Football Coach of the Year for eight-player teams.

We often describe public power as “a tradition that works,” and there's no denying that, for our member communities, the same is usually true of local football. Interestingly, Crystal Falls is one of a number of communities whose football tradition has recently evolved to embrace using eight- rather than 11-man teams. It's a relatively new approach that can help smaller communities, which may have fewer potential local players, to stay competitive. Changing with the times to preserve what works – this is nothing new for the public power world, so it's no surprise to see one of these newer eight-man teams thriving with some help from one of our own.

Congratulations to Dave, Crystal Falls, and all of our member community high school football teams on a great 2017 season.

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

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

December 21, 2017

Contact: Brian Hoops, Assistant Utilities Director

Stoughton Utilities LED Light Exchange and Holiday Food Drive a Success

Stoughton Utilities took their energy efficiency efforts one step further this past holiday season, offering utility customers a “bright” reward for charitable donations to the City of Stoughton Food Pantry.

Utility customers in Stoughton were encouraged to make donations to the local food pantry to support the increased need to feed local residents during the holiday season. Stoughton Utilities’ customers could receive an indoor or outdoor light timer with a non-perishable food donation, and a new string of LED holiday lights when they recycled an old string of incandescent lights.

This year, the program distributed 414 strands of new energy efficient LED holiday lights, 306 holiday light timers, and collected 630 pounds of non-perishable food that was donated to the Stoughton Food Pantry. Stoughton Utilities also donated an additional \$850 from its Community Contributions fund to the City of Stoughton Food Pantry.

“During the holiday season there is an increased need for donations to help feed local residents, and our customers have the opportunity to be leaders in Stoughton by assisting those in need,” Stoughton Utilities Assistant Director Brian Hoops said. “There was no limit to what non-perishable foods could be donated, and Stoughton Utilities encouraged customers to give what they could.”

Compared to standard incandescent holiday lights, LED lights offer several advantages. LED lights are more efficient, using 99 percent less energy, and are safer and last longer than standard holiday lights. LED lights produce almost no heat and do not have the same components that cause traditional lights to burn out or combust.

“Through this promotion, our utility customers saved energy and helped their neighbors have a happier and healthier holiday season,” said Hoops. “It’s the type of win-win situation that we love to see, and the outpouring of support says a lot about the generosity of this community.”



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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.



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

December 21, 2017

Contact: Robert Kardasz, Utilities Director

Stoughton Utilities Donates to City of Stoughton Economic Development Program.

Stoughton Mayor Donna Olson recently accepted a check for \$1,000 from Brandi Yungen 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.



Photo: Stoughton Utilities Customer Service Technician Brandi Yungen (left) presents Mayor Donna Olson with a check for the economic development fund donation.

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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.

Yahara WINS creates educational video



Yahara WINS supports cooperative water monitoring.

From the sweeping natural beauty of the Yahara watershed to specific actions that will keep those waters clean, a new video by the Yahara Watershed Improvement Network provides inspiration and education about phosphorus reduction efforts.

The video highlights the cultural, environmental and economic importance of the region's lakes, rivers and streams while showcasing important progress toward phosphorus reduction goals. For example, during 2016, work by the Yahara Watershed Improvement Network and its partners kept more than 29,000 pounds of phosphorus from area surface waters—more than 30 percent of the total reduction of 96,000 pounds per year needed over the next 20 years.

Inside

- How does Yahara WINS work?
- Yahara WINS 2018 budget
- Yahara Pride manure composting project
- Aerial seeding of cover crops
- Low disturbance manure injection grant to Yahara Pride Farms
- Leaf collection yields benefits

Specific phosphorus reduction initiatives captured by the video include urban leaf management; innovative farming practices such as low disturbance manure injection; use of stream vegetation buffers; aerial seeding of cover crops; and phosphorus removal from the wastewater stream.

The video was created by Pigorsch Media Design through a contract with Yahara WINS and in cooperation with Yahara Pride Farms, Dane County Land and Water Resources, Clean Lakes Alliance, Town of Westport, U.S. Geological Survey, Village of DeForest and Madison Metropolitan Sewerage District.

With an 8 minute run time and high production values, the video is ideal for schools, civic organizations, stakeholders, community meetings, conservation groups, public access cable channels and more. To request a copy, contact Jennifer Sereno, communications, 608-770-8084, Jennifer.Sereno@madsewer.org. Check it out at <http://www.madsewer.org/yaharawins>.

Yahara WINS partnership expands

In October, the Town of Burke became the 24th municipality to join Yahara WINS by executing the Yahara WINS Intergovernmental agreement.

The 24 member municipalities are joined by numerous other partners that are committed to working together to reduce the amount of phosphorus entering streams, rivers and lakes in the Yahara Watershed. Amazing progress was made in 2016; through the collective actions of the partners, more than 29,000 pounds of phosphorus were prevented from reaching area surface waters.

Phosphorus reduction efforts continued in 2017, a few of which are highlighted elsewhere in this newsletter. To learn more about Yahara WINS and related efforts, visit www.madsewer.org/yaharawins. Together, we are making a difference!

Yahara WINS 2018 budget overview

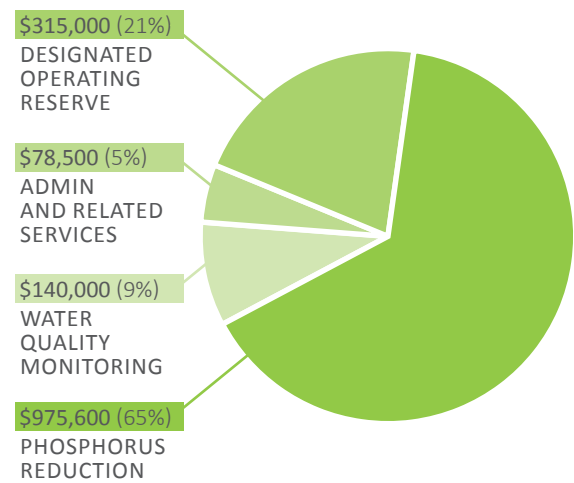
The 2018 Yahara WINS operating budget was approved in October.

The 2018 Yahara WINS budget builds on past successes, while also allocating funds to new initiatives. The \$1.5 million budget focuses on two priorities: 1) reducing phosphorus loads to streams, rivers and lakes throughout the Yahara Watershed; and 2) water quality monitoring.

To support these priorities, 2018 efforts will include:

- Water quality monitoring efforts conducted in partnership with the U.S. Geological Survey and the Rock River Coalition. These efforts are critical to evaluate the impacts of land-based phosphorus reduction efforts. Madison Metropolitan Sewerage District serves as the contract laboratory for these efforts. More than 3,000 water quality samples have been collected and analyzed dating back to 2012.
- Service agreements with county land conservation departments to provide staff support for the delivery of conservation planning and technical services focused on the Yahara Watershed. Yahara WINS funds will also be used to support installation of phosphorus reduction practices such as stream buffers. The group is currently working with Dane and Rock Counties and anticipates expanding these efforts to Columbia County in 2018.
- Continuation of the highly successful Yahara WINS and Yahara Pride partnership in 2018. Yahara WINS provides funding to help area farmers gain

Yahara WINS 2018 Expenses By Category



experience with new or emerging approaches to reduce phosphorus loss from farm fields.

- Continuation of Yahara WINS' phosphorus reduction grant program. Past grants have funded a wide variety of projects ranging from leaf management to streambank restoration.
- Evaluation of manure composting and subsequent management under a project being advanced by Yahara Pride Farms.

For additional information on the 2018 budget, visit the Yahara WINS website at www.madsewer.org/yaharawins.

How does Yahara WINS work?

The Yahara Watershed Improvement Network, known as Yahara WINS, is a groundbreaking initiative to achieve clean water goals for the Yahara Watershed.

In this effort, community partners led by Madison Metropolitan Sewerage District are collaborating on a strategy called watershed adaptive management in which all sources of phosphorus in a watershed work together to reduce phosphorus. The effort began in 2012 as a pilot project and has now transitioned to a full scale effort.

To advance the adaptive management project, achieve permit requirements and regional Clean Water Act goals, the group facilitates partnerships, conducts outreach, pools resources to fund phosphorus reducing practices in the watershed, analyzes stream samples and works with the Wisconsin Department of Natural Resources to address regulatory needs for the project.

Cover crops in Dane County are falling from the sky



Aerial seeding produced healthy cover crops.

Some people in the rural parts of Dane County may have noticed a small airplane flying very low over farm fields in mid-September and wondered what was happening.

If they would have looked closely, they would have seen seeds dropping from the airplane into the standing corn. This was part of a large scale effort by Dane County UW-Extension, Dane County Land and Water Resources Department, Natural Resources Conservation Service, Yahara Pride and Yahara WINS to plant more cover crops.

Cover crops are grown for the protection and improvement of the soil, rather than as a harvestable crop to sell or feed to livestock.

As farmers and scientists have come to understand that cover crops can play an important role in protecting the soil from erosion and feeding the soil microbiology, they are increasingly being used in crop rotations.

The challenge for farmers with using cover crops is having enough time for them to grow in the fall. By the time the majority of our common Wisconsin crops are harvested, the days are shortening and getting colder, leaving very little time for a cover crop to grow. Using an airplane gives farmers the ability to plant several weeks earlier by seeding a cover crop into a still standing crop. The airplane also plants cover crops more quickly than traditional planting equipment so more acres can get planted, freeing farmers to do other important tasks during an extremely busy time of the year.

More than 1,000 acres of cover crops were planted on nine different farms as a result of this project. Most of the farmers enrolled in the program for three years so they will have an opportunity to evaluate the practice over a longer period of time. Although the cover crops didn't grow quite as quickly as they typically would due to the lack of rain in the month of September, the farmers are still satisfied with the results. Green fields in October just have a way of making people smile.

For more information about cover crops, visit the Wisconsin Cover Crop website at: <http://fyi.uwex.edu/covercrop>

—Heidi Johnson, Dane County UW-Extension

Urban residents can play key role in reducing phosphorus

Improved leaf management can play a dramatic role in reducing phosphorus flowing into Dane County surface waters, a new study by the U.S. Geological Survey and City of Madison shows.

Initial results from the five year study on leaf collection show that the accumulation of leaves on the street is the strongest indicator of phosphorus delivery. The study quantified an 80 percent reduction in fall phosphorus loading when all leaves are removed from the street before every rain storm, compared to phosphorus loading when no leaves are collected.

The benefits from more aggressive leaf collection equate to a 50 percent reduction in the total annual phosphorus load. While it is not realistic to remove all leaves from the street before every storm, the test helped to quantify the upper limits of the benefits from leaf management.

The city's current approach reduces the fall phosphorus loading by 40 percent compared with no collections. The results have been encouraging enough that the Wisconsin Department of Natural Resources has published a draft guidance document describing how communities can claim phosphorus reductions based on their leaf collection efforts.

—Phil Gaebler, City of Madison

Yahara Pride manure composting project moves ahead



Composting reduces manure volume.

Yahara WINS will work with Dane County and the Clean Lakes Alliance to provide funding for a two-year manure composting project being advanced by Yahara Pride Farms.

This project builds on an earlier composting project and focuses on composting “solid” manure or bedding pack. This type of manure typically comprises 20 to 25 percent of the total manure generated by a dairy farm.

From a water quality perspective, solid manure composting reduces the volume of manure that needs to be applied, allowing farmers to hold manure during the winter months and target application to times when manure is less susceptible to runoff.

This project will help farmers better assess composting as a manure management alternative by providing information on the operational, economic and environmental aspects of manure composting. It has the potential to move the needle in terms of how solid manure is managed in the Yahara Watershed.

Partnership helps farmers improve water quality and improve soil health

Thanks to a co-funded grant from Yahara WINS and Dane County’s Department of Land and Water Resources, Yahara Pride Farms was able to purchase a manure tanker and low-disturbance manure injection toolbar. Farmers in the watershed can sign up to use the equipment by contacting Yahara Pride Farms and by paying a nominal fee.

Manure injection is a tactic where manure is injected directly into the soil, making it less likely to run off the land during heavy rains. Traditional manure injection techniques require significant tillage, which leads to increased erosion. But low disturbance, as the name implies, injects manure into the soil with minimal soil disruption.

Yahara Pride Farms was the first group to bring the practice to Wisconsin. The practice is gaining popularity

in the watershed and around the state, but is still considered somewhat experimental and exploratory.

Most dairy farms are operating at a loss under the current economic conditions, so the ability to minimize the financial risk associated with trying something new that will benefit the farm and the environment is very important.

The new equipment does just that. Farmers can give low disturbance manure injection a try for a fraction of the cost of ownership. If it works well for their farm, they may choose to purchase their own equipment. Yahara Pride farmers are grateful to Yahara WINS, Dane County and Clean Lakes Alliance for this partnership and the support for efforts to cultivate a culture of innovation among farmers in the watershed.

—*Maria Woldt, Yahara Pride Communications*



Yahara WINS welcomes your questions, comments and ideas for future newsletter articles. Email Jennifer.Sereno@madsewer.org or call 608-770-8084.



FOCUSED ON OUR COMMUNITY

What does it mean to be a not-for-profit, locally owned, public power utility? To Stoughton Utilities, it means:

- Keeping homes and businesses up and running 24 hours a day, seven days a week is our mission and our focus every day.
- Our hometown line crew serves only our community – which means you can expect prompt, dependable service, and a reliable power supply.
- We're here as a resource. Our staff can evaluate your energy use, identify potential efficiency projects, and find incentives and other funding resources.
- Because we're owned by the community, our revenues are reinvested in our infrastructure and the economic well-being of our customers.
- We work with the business community to offer pricing and efficiency programs to lower their costs.

IT MEANS WE'RE HERE WHEN YOU NEED US.



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At Stoughton Utilities, we join forces with other local not-for-profit utilities through WPPI Energy to share resources and lower costs.

Shared strength through  WPPI Energy

LIVELines

Volume 66, Issue 1 January 2018

2 MEUW Report

3 All "onboard" for MSDSonline!

4 EpiPen bill becomes law

5 Jamie's Report

6 Session D: Accounting and Finance

Wisconsin electric utilities respond to calls for mutual aid

St Croix, Florida, and Kaukauna receive help

Steve Hedden, reporting from St. Croix

The damage here is unfathomable. Nearly every span of feeder, taps and secondary was damaged, and nearly all wires and poles were pushed over or broken. You can see where crews have worked and new poles and conductors are up and working. All of the conductors that were up before Hurricanes Irma and Marie are now lying on the ground and the cleanup which will remain after power is restored will be a massive effort in itself.

There are 300-400 line workers here in St. Croix and in just the first two weeks I can already see that much progress has been made. Life is slowly returning to a sense of normalcy, but many buildings are damaged or destroyed. When Hurricane Marie hit the island, the lush rain forests with mahogany, fruit, and palm trees were stripped bare — limbs down, whole trees tipped over — leaving the whole island brown. People tell us how beautiful it used to be here and it is starting to "green up." I have told them that "brown" is something we understand very well in the north since we lose our leaves every fall.

The people we have met are amazing. They have been out of power for three months and still they are pleasant to us and are always trying to cook for us or do something for us. I keep telling them thank you and I've learned that sometimes you just need to let people help you. Some have just cried and said, "bless you." We have said many times, "Would our customers in Wisconsin be this understanding after three months?" Unfortunately or fortunately, depending on how you look at it, they have become accustomed to the very reliable electrical service we provide.

The crews from Wisconsin include Gary Haus and Steve Diercks from Rice Lake, Mike Vanderwyst and Randy Ayer from Marshfield, Brian Delleman and Derrick Wendricks from Two Rivers, Nick Koval from Arcadia, Gary Smith from Fennimore, Ben Samsa from Clintonville, and Dennis Duren from Reedsburg. We will be working through the Christmas holiday and plan to return in mid-January. Plans are underway now to have replacement crews from the utilities that sent trucks to work here until late January and do as much as we can to restore as many customers as possible.

Continued on Page 4



MEUW Report

From the MEUW Executive Committee

The Executive Committee is pleased to provide an update on MEUW operations since the departure of Executive Director, Jeff Stone. Zak Bloom is guiding the day-to-day operations and, due to Eric Searing's resignation, Mary Cardona is back on a part-time basis to assist with marketing, member services and communications. MEUW is fortunate to have them both back to assist staff and members until permanent solutions are in place.

The Board of Directors met on December 14 at Waunakee Utilities. Major items approved at the meeting include:

- Approval of the 2018 MEUW Budget – the budget includes a 2.00% increase in general dues and Job Training and Safety program fees.
- Approval of the 2018-19 MEUW Business Plan – There are new ideas for the modernization of MEUW, increasing attendance for MEUW events, and improving communications between and among MEUW members.
- Approval of MEUW 2-25 kV Gloving Guidelines – The new guidelines were approved after significant work by the Safety and Education Committee and MEUW staff. MEUW will provide a memo with talking points for member use when presenting to their governing bodies for approval.
- Member Assessment – MEUW will contract with Russell Consulting to conduct a comprehensive assessment of member needs and expectations for MEUW and to assess the degree to which MEUW is meeting these needs.

January marks the kickoff of MEUW's long list of member conferences and seminars, highlighted by our flagship Joint Superintendents Conference in Wisconsin Dells from January 17-19 at the Glacier Canyon Lodge. The conference agenda includes topics such as physical and cyber security, GIS mapping, best practices for maintaining substation equipment, succession planning and managing change. Please click [here](#) for the full conference agenda. The conference will conclude with a trade show sponsored by WUSA. We look forward to seeing you in the Dells!

We will also be working with several committees to maintain MEUW's core advocacy and training services. The Annual Conference Planning committee will be working on the 2018 Annual Conference scheduled for May 16-18 in La Crosse. The Accounting and Customer Service Committee will be working on the Customer Service Roundtables and Accounting and Customer Service Seminar. Finally, the Legislative and Regulatory Committee will be monitoring legislation and regulatory activity to protect member interests, including the latest right-to-serve dispute between Sun Prairie Utilities and Alliant Energy regarding service to a new Menards store.

Thank you for your continued support of MEUW. We look forward to updating you on our progress throughout 2018!



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All "onboard" for MSDSonline!

Mike Czuprynko, MEUW Regional Safety Manager

I hope everybody had a safe and enjoyable holiday week, and no furnaces went out with this dramatic temperature change!

As we approach 2018, the Regional Safety Program isn't wasting any time to continuously improve the services we provide.

Last year, we met all our project goals, and we will have another list of goals and objectives that we will be discussing together at our Joint Superintendent's Conference. For those of you in the program that have a safety-related item that you would like to see more details on, please reach out to your coordinator or me, and we would be more than happy to discuss any and all options.

Speaking of improving our services, MSDSonline will be up and running for those communities that committed to participating starting the second week of January. An onboarding specialist has been assigned to us from MSDSonline. He will be our main point of contact for getting the licenses up and running for your community. So don't worry if you're wondering how you will get it up and running in your community. Our onboarding specialist, Kyle Connelly, will be getting in touch with you to make the process as smooth as possible. Those of you in the Regional Safety Program, your coordinator will also be part of the calls, so they will be another resource for you as well.

We did have a couple communities that showed interest but decided to opt out of MSDSonline in

December. MEUW has agreed to cover their cost so that the communities that have followed through will not see an increase in rates. The decision was made to make this investment because we see this as a huge opportunity for our members and we believe that in the future, more communities will decide to jump in.

We appreciate those communities that have been the first to join MSDSonline through MEUW and I would like to thank these communities individually: Menasha Utilities, Two Rivers Water and Light, New Holstein Utilities, Village of Hazel Green, Energis High Voltage, Marshfield Utilities, Shawano Municipal Utilities, City of Cuba City, Stoughton Utilities, City of Gladstone, Jefferson Utilities, City of Sturgeon Bay, Sturgeon Bay Utilities, and Kaukauna Utilities. I would also like to recognize the City of Arcadia, and River Falls Municipal Utilities, as they were already using MSDSonline, but will be coming onto MEUW's contract during the next billing cycle.

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EpiPen bill "Dillon's Law" signed by Governor

Andrew Paulson, Regional Safety Coordinator for Region 1

On December 12, Governor Walker signed Assembly Bill 96, "Dillon's Law," as Act 133, which allows anyone trained in identifying anaphylaxis and administering epinephrine to get a prescription and purchase a supply of EpiPens. Governor Walker described this law as a common sense law that will save lives. An EpiPen may be administered anywhere by a trained citizen to someone experiencing a severe allergic reaction.

This law was lobbied for by the family of 18-year-old Dillon Mueller who died in October 2014 after suffering an allergic reaction from a bee sting. Wisconsin.gov reports that approximately 1,500 people die each year in the United States from anaphylactic shock. It is also reported that people with EpiPen prescriptions for themselves have used their EpiPens on others and have saved lives as a result.

The Mueller family has organized free training sessions and set up the Dillon Mueller Memorial Fund to provide financial assistance to organizations and families for the purchase of EpiPens.

www.epifordilly.com It is the Mueller family's hope that EpiPens will be included in first aid kits.

Wisconsin electric utilities respond *continued from page 1*

Jake Kallies reporting from Florida

The MEUW had a busy year with mutual aid calls; it even had one in-state when Kaukauna activated the Mutual Aid process after a bad storm. With the help of surrounding utilities their members weren't out for too long. Then came hurricane season and once again the crews were up and running. In September, we were called upon to help Florida. A great group of forty Wisconsin line workers and one coordinator volunteered to go down on standby status to be ready to respond.

The staging area was near Pensacola and rooms were extremely hard to come by because everyone was evacuating central and southern Florida, but we found lodging in Fort Walton Beach. At one point, the storm looked like it might turn and come over the top of us and we had to decide whether to ride it out or move the trucks and equipment to safety. We ended up waiting it out.

As Irma turned more easterly and avoided our area, we packed up and started to head into the damaged area. We left Fort Walton on Monday and drove through the outside rain bands of the hurricane to reach Kissimmee. Along the way we encountered heavy traffic, fuel shortages and nearly ran a group of trucks dry. Thanks to the

smart thinking of many in the crew we had full fuel cans along that we rationed to our trucks.

We made Kissimmee in the early morning of Tuesday and got some rest before starting work. We found a great group of people at the utility who wanted to accommodate us in any way we needed. We split the forty workers into groups, each having a bird dog from the utility, and went to work.

The crew encountered lots of downed trees and wires, and flooding became an issue in several areas. It was something new to most of the crew to have to deal with not only putting up wire in the mess of the aftermath of a storm but also to watch out for local wildlife while doing it! Gators and cotton mouth snakes are very prevalent in the area and although no snakes were seen, plenty of gators were spotted.

After a couple of days in Kissimmee the outages were cleared and we continued south to Homestead to assist. The damage was even worse there. Our group was assigned an entire feeder that was still almost completely out. By the evening hours of the first night, the crews had come together to energize a large portion of three

Continued on Page 5



From the desk of Jamie Keough

MEUW Office Coordinator

Another year has flown by and another year has begun. To wrap up items for 2017 I would like to address some operations projects that I took on this past year.

My last *Live Lines* article informed members that I would be reviewing all outsourced vendor contracts and establishing what we are paying to vendors and if we were receiving all services we contractually had the right to. After a long six-month project, I have switched many contracts and established great relationships with new vendors. In total MEUW members will be saving just over \$17,000/year because of these changes.

Another project I took on was collecting 2016 overdue invoices that totaled \$12,425. I am proud to say that all overdue invoices have been collected and that all of our members are in good standing and have made every effort to help in the collection process.

Lastly, after meeting with one of the JT&S sub-committees, an instructor/session feedback form has been created and implemented. We should be seeing the first generated report from these feedback forms in the first weeks of January 2018.

As for 2018, I have many goals that I would like to accomplish for MEUW. I will continue to manage budgets very closely, continue to grow and establish the WUSA relationship, and most importantly continue to strive for the financial security of MEUW.

We are accepting new *Live Lines* advertisements now and all inquiries should be sent to info@meuw.org.

There are many financial opportunities that MEUW can take advantage of this year and I foresee this year bringing about change as well as stability for the MEUW organization and its members.

Thank you all for your support and positive feedback during yet another transition period for MEUW. We will all do our best to make our members and MEUW proud.

Wisconsin electric utilities respond

continued from page 4

phases, and even managed to get several hundred people online. For the next couple of days, we all worked very hard to get everyone back on and we did so in a super fast and safe way. After a couple of days working for the utility, we learned that almost all that could be energized had power. We sent out a statewide call to find out if anyone else needed help and no one did so we started the three-day journey home.

It was a great experience for the group. Our crew had workers of all ages and experience levels. They all worked in the heat and I never heard anyone complain. The people of Florida treated us all well, and it's great to know that should the need arise for Wisconsin to call mutual aid, our friends from the south will come to our aid.



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MEUW Management Training Program

SESSION D

Utility Accounting and Finance

February 28, 2018 Wisconsin Dells

Registration coming soon!

Understanding the various financial aspects associated with utility operations is essential for anyone in a management position. This one-day course is designed to provide attendees with the fundamentals of public utility accounting, a clear understanding of business operations, how to review and ensure budgets, and knowledge of regulations.

Topics in Session D include:

- How to read financial statements
- How to develop and track your department budget
- How proper invoice coding/inventory tracking affects the bottom line
- Why decisions are made from a financial perspective
- Your responsibility to ratepayers and community leaders
- Internal control methods
- Audits and regulatory reports (PSC uniform system of accounting)
- Financial tools for assessing utility health
- Electric and water rates (wholesale and retail)
- Public Service Commission of Wisconsin regulations and other industry regulations
- Understanding utility tariffs

The MEUW Management Training Program provides continuing education to utilities to create “home grown management personnel. Participants may start at any point in the six-session (A – F) program which is scheduled over a two-year period. MEUW recognizes those who complete the program.



Marshfield Utilities General Manager Bob Trussoni presents the “Friend of Public Power” Award for 2017 to State Representative Bob Kulp (R—Stratford) on December 11, 2017 at a Marshfield Area Chamber of Commerce event. Rep. Kulp has assisted in making MEUW interests heard this session at the Capitol and we appreciate it!



Upcoming Events

| | |
|----------------|--|
| January 9-10 | Underground/Overhead Design Seminar, Manitowoc |
| January 17—19 | Joint Superintendents Conference, Wisconsin Dells |
| February 26-28 | APPA Legislative Rally, Washington D. C. |
| February 28 | Management Training Program Session D— Utility Accounting and Finance, Wisconsin Dells |
| March 19—22 | Watt-hour Meter Workshop, Green Bay |
| May 16—18 | MEUW Annual Conference, La Crosse |
| June 6 | Management Training Program Session E—Personnel Issues, Wisconsin Dells |

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



Classifieds

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

The City of Plymouth Utilities is seeking a full-time Finance Manager. Priority review of applicants will occur on January 2, 2018. Position will remain open until filled.

The City of Elkhorn Utilities is seeking a Field Operations Supervisor/Project Coordinator. This is a highly responsible supervisory position tasked with planning, directing, and administering the day-to-day work assignments of the water and electric field crews. Closing date for applications is **January 5, 2018**.

Manitowoc Public Utilities is seeking a full-time Journeyman Line Technician to construct and maintain electric power facilities up to 69 kilovolts. Send applications or resumes to MPU, Attn: Carissa Grimm.

City of Oconomowoc Utilities is seeking a full-time Wastewater Utility Operations Manager to lead and oversee its Wastewater Utility. To apply, please complete the online application and upload resume by 4 p.m. on **January 9, 2018** for consideration.

Village of Pardeeville is seeking a Village Administrator/Director of Public Works. Resume due to the Village of Pardeeville administrator by 8 a.m. **Friday, January 12**.

Village of Belmont is seeking a full-time Director of Public Works. Submit application by **Friday, January 19, 2018** to the Village of Belmont Personnel Committee.

City of Marshfield Utilities is seeking an Electric, Communications & Gas Manager to manage, direct and coordinate the overall activities of the department. Resumes and salary requirements should be submitted by **January 19, 2018** to Human Resources Manager, Marshfield Utilities.

The City of Evansville is seeking a full-time Electric Line Worker who will work for the Water & Light Utility. Applications must be returned to by **Monday, January 22, 2018**. Emailed applications will be accepted at ian.rigg@ci.evansville.wi.gov.

City of New Lisbon is seeking a Director of Public Works to supervise City Public Works, Water, Sewer, and Electric Departments. For questions or an application please call 608-562-5213, extension 3.

Eagle River Light & Water Utility is seeking a Journeyman Line Worker/Water Worker. This full-time position is responsible for day-to-day operations, maintenance and repair of the electrical and water systems. Applications will be accepted until **January 26, 2018**. Applications can be obtained at City Hall Light & Water Dept. 525 E Maple St. Any questions call 715-479-8121 or email pweber@wppienergy.org.

MEUW/WI REC Association Joint Superintendent's Conference 2018



January 17—19, 2018

Glacier Canyon Lodge
Wisconsin Dells

- Cyber & Physical Security
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- Substation Equipment Maintenance
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Wisconsin crew in St. Croix working to restore power.
Photo by Steve Hedden.

NOTICE TO WATER CUSTOMERS OF STOUGHTON UTILITIES

Stoughton Utilities has been authorized by the Public Service Commission of Wisconsin to charge the following rates for service effective May 1, 2016.

GENERAL SERVICE: Monthly Service Charge

| | | | |
|--------------|---------|--------------|---------|
| 5/8" | \$8.00 | 1 1/2" | \$18.50 |
| 3/4" | \$8.00 | 2" | \$27.00 |
| 1" | \$11.50 | 3" | \$45.00 |
| 1 1/4" | \$15.00 | 4" | \$67.00 |

VOLUME CHARGE: Cost Per 1,000 Gallons Used

**Residential customers for all water used - \$2.30 per 1,000 gallons

**Commercial customers follow the below tiered rates:

| | |
|------------------------------|--------|
| First 10,000 Gallons | \$2.30 |
| Next 90,000 Gallons | \$2.10 |
| Next 3,900,000 Gallons | \$1.75 |
| Over 4,000,000 Gallons | \$1.50 |

PUBLIC FIRE PROTECTION: Monthly Charge, changes annually

A monthly charge based on meter size is also charged to customers to recover the water system costs related to the ability to provide public fire protection.

| | | | |
|--------------|---------|--------------|----------|
| 5/8" | \$7.38 | 1 1/2" | \$36.90 |
| 3/4" | \$7.38 | 2" | \$59.00 |
| 1" | \$18.45 | 3" | \$110.70 |
| 1 1/4" | \$27.30 | 4" | \$184.50 |

Late Payment Charge is 1% per month of any unpaid balance.

NOTICE TO WASTEWATER CUSTOMERS OF STOUGHTON UTILITIES

Stoughton Utilities has been authorized to charge the following rates for service effective January 1, 2015.

GENERAL SERVICE: Monthly Service Charge

| | | | |
|--------------|---------|--------------|---------|
| 5/8" | \$7.32 | 1 1/2" | \$17.75 |
| 3/4" | \$7.32 | 2" | \$25.58 |
| 1" | \$11.23 | 3" | \$43.84 |
| 1 1/4" | \$13.84 | 4" | \$69.93 |

VOLUME CHARGE:

Cost per 1,000 gallons of wastewater discharged.....\$4.93

High Strength Wastes: Charges for non-residential strength wastewater are available in the rate structure available at the Utilities office.

Late Payment Charge is 1% per month of any unpaid balance.

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Phone: 873-3379
www.stoughtonutilities.com

Assistance from the PSC

How can the PSC help?

Prior to contacting the PSC, contact your utility company to try to resolve the problem. If you cannot resolve the problem with your utility company, you may contact the PSC Consumer Affairs Division at 608-266-2001, 1-800-225-7729, or on the web at:

<http://psc.wi.gov/consumerInfo/complaints/index-complaints.htm>

A staff member will obtain information from you and the utility company, and try to resolve the issue.

Meter Readings

Meter Readings

If the utility cannot read your meter, you will get an estimated bill. To avoid estimated readings, you can read your own meter. The PSC requires utilities to read your meter at least once every six months and when there is a change of customer. You must allow these readings or your service can be disconnected.

The Public Service Commission of Wisconsin is an independent state agency that oversees more than 1,100 Wisconsin public utilities that provide natural gas, electricity, heat, steam, water and telecommunication services.



Public Service Commission of Wisconsin

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Telephone: 608-266-5481

Toll free: 888-816-3831

Consumer affairs: 608-266-2001 / 800-225-7729

TTY: 608-267-1479 / 800-251-8345

Fax: 608-266-3957

Website: <http://psc.wi.gov>

Your Rights as a Residential Gas and Electric Utility Customer



Disconnections

Utility services can be disconnected if you:

- Fail to pay your utility bill
- Fail to comply with a deferred payment agreement
- Tamper with your meter
- Fail to pay a deposit
- Have a safety hazard
- Live at an address where the prior customer failed to pay his or her utility bill and continues to reside at that address.
- Fail to provide utility access to your meter

A utility must send you a notice before service is disconnected unless the disconnection is due to a safety hazard or self-reconnection.

Reasons for the disconnection, when the disconnection can happen, and ways to contact the utility must be included in the notice. The dispute procedure must be printed on the disconnection notice. Both you and the utility company must make reasonable attempts to resolve the problem.

Winter Disconnection Rules

If the utility service provides the primary heat source to your home, a utility cannot disconnect service from November 1st through April 15th. Before winter, the utility must attempt to contact customers whose service was disconnected for non-payment. Utilities are also required to check the customer's well-being, attempt to negotiate payment plans, and inform the customer about any special assistance available to avoid disconnection.

Deposits

Utility companies may require a deposit for service to ensure payment. A standard deposit cannot exceed the sum of the two largest consecutive bills during the last twelve months. A deposit requested due to non-payment during the winter months cannot exceed the four highest consecutive bills during the last twelve months. The following rules apply to payment and refund of deposits:

- **Existing Residential Service:** A standard deposit can be requested if your service was disconnected during the last 12 months for nonpayment of an undisputed account or your initial application was falsified or incomplete. A winter non-payment deposit can be required if you had debt incurred during the winter that was 80 days or more past due and you had the ability to pay.
- **New Residential Service:** A deposit can be requested if you have an unpaid bill for the same type of service anywhere in Wisconsin during the last six years which remains undisputed. A deposit can also be required if there is good reason to believe that you do not intend to, or will be unable to pay your bills at the time payment is due.

For residential service, the deposit will be refunded, with interest, after 12 consecutive months of prompt payment. You do not have to post a deposit if you can document that your income is at or below 200 percent of the federal poverty guidelines.

Installment Plans

To manage high winter gas bills or high summer electric bills, ask your utility about budget payment plans. This allows you to average estimated annual use into even monthly payments. Every six months, your payment amount is readjusted to reflect your actual use. At the end of a budget year, your bill is adjusted to correct over-billing or under-billing.

You may use installment plans to pay what you owe your utility. They can be used for both current bills and overdue bills. A down payment and installment payments will be negotiated between you and your utility depending on your situation. If the agreed installment payments are not paid, the utility may disconnect your service.

If the disconnection will aggravate a medical or protective services emergency, the utility may delay service shut-off for up to 21 days. The utility may require documentation from a professional involved with the medical emergency or crisis.

Moving?

If you are expecting to move to another location, contact your utility for an estimation of energy costs at the new location. They can provide you an average of how much energy was used or the largest and smallest bills in the last twelve months.

Assistance from the PSC

How can the PSC help?

Prior to contacting the PSC, contact your utility company to try to resolve the problem. If you cannot resolve the problem with your utility company, you may contact the PSC Consumer Affairs Division at 608-266-2001, 1-800-225-7729, or on the web at:

<http://psc.wi.gov/consumerInfo/complaints/index-complaints.htm>

A staff member will obtain information from you and the utility company, and try to

Meter Readings

resolve the issue.

Meter Readings

If the utility cannot read your meter, you will get an estimated bill. To avoid estimated readings, you can read your own meter. The PSC requires utilities to make a reasonable effort to read your meter every four months if you are billed monthly or bimonthly, or every nine months if you are billed quarterly or less frequently, and when there is a change of customer. You must allow these readings or your service can be disconnected.

The Public Service Commission of Wisconsin is an independent state agency that oversees more than 1,100 Wisconsin public utilities that provide natural gas, electricity, heat, steam, water and telecommunication services.



Public Service Commission of Wisconsin

P.O. Box 7854

Madison, WI 53707-7854

Telephone: 608-266-5481

Toll free: 888-816-3831

Consumer affairs: 608-266-2001 / 800-225-7729

TTY: 608-267-1479 / 800-251-8345

Fax: 608-266-3957

Website: <http://psc.wi.gov>

Your Rights as a Residential Water Utility Customer

Know your payment and
disconnection rights



Service Disconnection or Refusal

Utility services can be disconnected if you:

- Fail to pay your bills,
- Fail to comply with a deferred payment agreement,
- Tamper with your meter,
- Fail to pay a deposit,
- Have a safety hazard,
- Live at an address where a prior customer failed to pay their bills and continues to reside at that address, or
- Fail to provide utility access to your meter.

A utility must send you a notice before your service is disconnected unless the disconnection is due to a safety hazard or self-reconnection. The disconnection notice must clearly state the reasons for the disconnection, when the disconnection can happen, and how to contact your utility to try to resolve the issue. The dispute procedures must be printed on the disconnection notice. Both you and the utility company must make reasonable attempts to work together to resolve the problem.



Deposits

Deposits

Utility companies may require a deposit for service to ensure payment. The maximum deposit for a new or existing residential account shall not exceed the highest gross bill for any consecutive billing period (not to exceed four months) selected by the utility. The following rules apply to payment and refund of deposits

Existing Residential Service: A deposit can be requested if service was disconnected during the last 12 months for nonpayment of an undisputed account or your initial application was falsified or incomplete.

New Residential Service: A deposit can be requested if you incurred an unpaid gas, electric, water, or sewer utility anywhere in Wisconsin during the last six years which remains undisputed. A deposit can also be required if there is good reason to believe that you do not intend to, or will be unable to pay your bills at the time payment is due.

For residential service, the deposit will be refunded, with interest, after 12 consecutive months of prompt payment. You do not have to post a deposit if you can document that your income is at or below 200 percent of the federal poverty guidelines.

Delinquent Bills Levied as a Tax

Delinquent municipal utility bills may be transferred as a tax to the property tax bill of the property owner.

Installment Plans and Medical Emergencies

Installment Plans

If you are unable to pay your bill in full, you have a right to negotiate an installment payment plan with your utility. Installment plans may be used for both current bills and overdue bills. You will be asked to pay a reasonable down payment and make specific installment payments. The amount of your down payment and installment payments will be negotiated between you and your utility depending on your specific situation. If the agreed installment plan is not paid, the utility may disconnect your service. If you do not pay, the utility does not have to negotiate a new agreement before it shuts off your service.

Medical Emergencies

If the disconnection will aggravate a medical or protective services emergency, the utility will delay service shut-off for up to 21 days.

Winter Disclosure Rules

If the water service impacts the primary heat source to your home (i.e., water or steam radiators), a utility cannot disconnect service from November 1st through April 15th. Before winter, the utility must attempt to contact customers whose service was disconnected for non-payment. Utilities are also required to check the customer's well-being, attempt to negotiate payment plans, and inform the customer about any special assistance available to avoid disconnection or assist in reconnection.



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018

To: Stoughton Utilities Committee

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

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

The following items from prior Stoughton Utilities Committee Meeting(s) were acted upon by the Stoughton Common Council at their October 24 meeting:

Consent Agenda:

- Stoughton Utilities Payments Due List Report
- Stoughton Utilities Committee September 24, 2017 Meeting Minutes
- Stoughton Utilities August 2017 Financial Summary
- Stoughton Utilities August 2017 Statistical Report

The following items from prior Stoughton Utilities Committee Meeting(s) were acted upon by the Stoughton Common Council at their November 14 meeting:

Business:

- Proposed Stoughton Utilities 2018 budget and five year (2018-2022) Capital Improvement Plan (CIP)



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018

To: Stoughton Utilities Committee

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

Brian G. Erickson
Stoughton Utilities Wastewater System Supervisor

Subject: Draft Wisconsin Department of Natural Resources (DNR) Wisconsin Pollutant Discharge Elimination System (WPDES) wastewater treatment facility permit

Our current Wisconsin Pollutant Discharge Elimination System (WPDES) issued by the Wisconsin Department of Natural Resources (DNR) is scheduled to expire on June 30, 2019.

Stoughton Utilities was notified by the DNR on July 19, 2016 that they intended to revoke our current permit and reissue it at the same time as the permits of several other permittees in our sub-watershed. The stated purpose of this action was to implement a coordinated adaptive management approach to complying with total phosphorus water quality based effluent limits (WQBELs).

We received the draft of our proposed reissued WPDES permit on September 22, 2017. This draft copy precedes the public notice of the proposed permit and related documents, and the DNR is requesting comments on factual inaccuracies in the permit and supporting documents.

The draft permitted was submitted this draft to our engineering consultants for their review and comment. Comments were submitted, and a meeting with the DNR occurred on October 31, 2017. Concerns were raised regarding the language of the proposed permit, as well as the limits that were set.

We have not received an update on the proposed permit status since that date. It is expected that a revised draft permit will be provided to us in the near future. A 30-day public notice and comment period is required before the issuance of the permit, but has not yet been scheduled.

We had previously reported to the committee that we expected the reissued permit to have an effective date of January 1, 2018. At this time, we do not have an anticipated timeline for the issuance of the revised permit, or its effective date.

Enclosed for your review is our initial response to the draft permit, a summary Permit Fact Sheet, and the draft WPDES permit.

Encl.

Brian Hoops

From: Carlson, Jane <Jane.Carlson@strand.com>
Sent: Monday, October 09, 2017 3:35 PM
To: Phillip.Spranger@wisconsin.gov
Cc: Garbe, Amy M - DNR; Robert Kardasz; Brian Erickson; Brian Hoops; 'kathyl@madsewer.org'
Subject: FW: Stoughton DRAFT Permit Documents for Fact Check Review
Attachments: Stoughton DRAFT Permit-09.pdf; Stoughton DRAFT Fact Sheet-09.pdf; Stoughton WQBEL - May 22, 2017.pdf

Dear Phillip,

I am writing on behalf of Stoughton Utilities. Thank you for the opportunity to review the draft permit. While we understand this was intended to be a fact-check, we believe there are some requirements listed for adaptive management that do not align with the "facts" of the Yahara WINs adaptive management plan and the WDNR's adaptive management technical guidance. We wanted to bring these to WDNR's attention as early as possible in the process.

1. The adaptive management plan indicates the WWTPs will meet the 0.6 mg/L interim limit by the end of the first permit term; please see Appendix 1. Stoughton Utilities' capital improvements plan is based on the expected 5-year compliance schedule. The primary method of phosphorus removal at the Stoughton WWTP is biological, which has variable performance; the 5-year compliance schedule would be helpful so Stoughton Utilities can assess the ability to meet the 0.6 mg/L limit, secure funding, and design and construct a backup phosphorus removal chemical storage and feed system.
2. We request the numeric load reduction requirements be removed from the WPDES permit (in two places) because they may set a precedent that has unintended consequences. For one thing, measurement of the load reductions is not straight-forward and would be difficult to describe briefly in the permit. The code and guidance do not require that these numbers be included in the permit. Instead, we suggest the WDNR follow its guidance and only include in the permit a general statement about implementing the actions in the approved adaptive management plan. We think this is reasonable for this first permit term and would be best for all parties including the WDNR, since the adaptive management plan contains details on how and when to implement the load reductions and how performance will be measured.
3. If the above no. 2. is not acceptable to WDNR, then we request a correction to the numeric load reduction requirements. The values shown in the draft permit are the load reductions listed in the adaptive management plan for the end of the last permit term. For this first permit term, the listed load reductions should be multiplied by 0.4 as described in the adaptive management plan. See Tables 26 and 27. A note on measurement of the load reductions may also need to be added if the numeric values are included in the permit. The plan discusses using a combination of modeling and monitoring to measure performance.

In addition, please check the effluent pH - ammonia limits table in the draft permit, as it is different than the one in the current permit. It looks like one of the columns shifted. We have not yet checked the administrative code to see which table is correct. We were also surprised to see monthly average ammonia limits in the draft permit since the WWTP design flow did not increase. We will review this and may submit comments on this or other items during the 30-day public notice period.

Sincerely,
Jane



Jane Carlson, P.E., ENV SP | Senior Associate

Strand Associates, Inc.®

608.251.2129 ext.1041

jane.carlson@strand.com | www.strand.com

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c: file Stoughton 1040.310

Permit Fact Sheet

General Information

| | | | | | | | | | | | | | |
|--|--|-----|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Permit Number: | WI-0020338-09-0 | | | | | | | | | | | | |
| Permittee Name: | CITY OF STOUGHTON | | | | | | | | | | | | |
| Address: City/State/Zip: | 700 Mandt Parkway PO Box 383 Stoughton WI 53589 | | | | | | | | | | | | |
| Discharge Location: | NEQ, SEQ , Section 8, T5N, R11E , Township of Dunkirk at 700 Mandt Parkway in the City of Stoughton Lat: 42° 54' 37" Long: 89° 12' 48" | | | | | | | | | | | | |
| Receiving Water: | Yahara River (Yahara River & Lake Kegonsa Watershed, LR06 – Lower Rock River Basin) in Dane County | | | | | | | | | | | | |
| StreamFlow (Q _{7,10}) (cfs): | Ann | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| | 21 | 97 | 79 | 76 | 46 | 54 | 27 | 24 | 33 | 32 | 36 | 100 | 120 |
| Stream Classification: | Warmwater Sport Fishery Community (WWSF) | | | | | | | | | | | | |
| Design Flow(s) | Daily Maximum | | 4 MGD | | | | | | | | | | |
| | Weekly Maximum | | 3.14 MGD | | | | | | | | | | |
| | Annual Average | | 1.65 MGD | | | | | | | | | | |
| Significant Industrial Loading? | B&G Foods, Inc., Color-Con and Uniroyal Global Engineered Products, LLC | | | | | | | | | | | | |
| Operator at Proper Grade? | Advanced facility with required subclasses: A1–Suspended Growth Processes; B–Solids Separation; C–Biological Solids/Sludges; P–Total Phosphorus; D–Disinfection; and L–Laboratory. Multiple operators fully certified. | | | | | | | | | | | | |

Facility Description

The City of Stoughton serves a population of approximately 13,000 people as well as several significant industries (see list above). This facility is a conventional activated sludge plant consisting of fine screening, grit removal, primary settling, and biological treatment including Bio-P removal, final clarification and UV disinfection. Waste sludge is thickened in a dissolved air flotation thickener before being combined with primary sludge and anaerobically digested. The digested sludge is dewatered on a gravity belt thickener before storage. Land spreading on Department approved farmland is the final disposal option for the stored bio-solids. Back up chemical is available to treat side streams (or the forward flow if necessary) for Phosphorus. The collection system for the City of Stoughton is a separate sewer system with no constructed overflow points. The City is also covered under a “no exposure certification” for storm water. The Department has found the City to be in substantial compliance with its current permit.

The attached water quality based effluent limitation (WQBEL) recommendations by the Water Quality Bureau for this permit reissuance dated May 22, 2017 contains additional information regarding the discharge to the Yahara River. The WQBEL memo also include an outfall location map depicting the location of the Stoughton Wastewater Treatment Plant outfall.

Proposed Permit Reissuance

The Department anticipates an effective date of January 1, 2018 for the proposed permit. Therefore, to allow a full permit term of five years, the proposed permit’s expiration date is December 31, 2022. If the permit reissuance process takes more or less time than anticipated, the permit’s dates of effectiveness and expiration may be changed accordingly.

Sample Point Designation

| Sample Point Designation | | |
|--------------------------|---|--|
| Sample Point Number | Discharge Flow, Units, and Averaging Period | Sample Point Location, Waste Type/sample Contents and Treatment Description (as applicable) |
| 701 | 1.066 MGD (Average 7/1/14 to 6/30/17) | Influent: 24-hour flow proportional composite sampler located prior to the mechanical bar screen. |
| 001 | 0.937 MGD (Average 7/1/14 to 6/30/17) | Effluent: 24-hour flow proportional composite sampler intake located in the disinfection channel prior to UV disinfection. Grab samples after disinfection prior to discharge to Yahara River. |
| 002 | 140 dry U.S. Tons (Average 2014 – 2016) | Class B, liquid, anaerobically digested, dissolved air flotation and gravity belt thickened, liquid biosolids. Representative samples are taken from the sludge storage tank. |
| 101 | N/A | In-plant Mercury: Collet a mercury field blank every day that mercury samples are collected at influent and effluent using the clean hands/dirty hands sample collection procedure from EPA method 1669. |

1 Influent - Proposed Monitoring

Sample Point Number: 701- INFLUENT

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Flow Rate | | MGD | Continuous | Continuous | |
| CBOD ₅ | | Mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| BOD ₅ , Total | | mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | | mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Mercury, Total Recoverable | | ng/L | Quarterly | 24-Hr Flow Prop Comp | See subsection 1.2.1.1 in the permit for mercury monitoring requirements. |

Changes from Previous Permit and Explanation of Monitoring Requirements

No Changes. Standard influent monitoring parameters and frequencies for a Major municipal treatment facility of this size. Quarterly influent mercury monitoring is required per NR 106.145(3)(a)2, Wis. Adm. Code, for municipal major WWTF's with actual flows greater than 1.0 MGD.

2 Inplant - Proposed Monitoring and Limitations

Sample Point Number: 101- FIELD BLANK for Hg MONITORING

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|------------------|-------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Mercury, Total Recoverable | | ng/L | Quarterly | Blank | See subsection 2.2.1.1 in the permit for mercury monitoring requirements. |

Changes from Previous Permit & Explanation Monitoring Requirements

No changes from previous permit. A mercury field blank shall be collected using the Clean Hands/Dirty Hands sample collection procedure excerpted from EPA Method 1669 for every day that mercury influent and effluent samples are collected.

3 Surface Water - Proposed Monitoring and Limitations

Sample Point Number: 001- EFFLUENT to YAHARA RIVER

| Monitoring Requirements and Limitations | | | | | |
|---|-------------|-----------------|------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Flow Rate | | MGD | Continuous | Continuous | |
| CBOD5 | Weekly Avg | 33 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect May through October annually. |
| CBOD5 | Weekly Avg | 40 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect November through April annually. |
| CBOD5 | Monthly Avg | 25 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| CBOD5 | Weekly Avg | 454 lbs/day | 3/Week | Calculated | Limit in effect May through October annually. |
| Suspended Solids, Total | Weekly Avg | 40 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | Monthly Avg | 30 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | Weekly Avg | 567 lbs/day | 3/Week | Calculated | Limit in effect January, March, May, July, August, October and December annually. |
| Suspended Solids, Total | Weekly Avg | 625 lbs/day | 3/Week | Calculated | Limit in effect February annually. |
| Suspended Solids, | Weekly Avg | 590 lbs/day | 3/Week | Calculated | Limit in effect April, June, |

| Monitoring Requirements and Limitations | | | | | |
|---|--------------------------|-----------------|------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Total | | | | | September and November annually. |
| Suspended Solids, Total | Monthly Avg | 402 lbs/day | 3/Week | Calculated | Limit in effect January, March, May, July, August, October and December annually. |
| Suspended Solids, Total | Monthly Avg | 444 lbs/day | 3/Week | Calculated | Limit in effect February annually. |
| Suspended Solids, Total | Monthly Avg | 419 lbs/day | 3/Week | Calculated | Limit in effect April, June, September and November annually. |
| pH Field | Daily Min | 6.0 su | 3/Week | Grab | |
| pH Field | Daily Max | 9.0 su | 3/Week | Grab | |
| Dissolved Oxygen | Daily Min | 6.0 mg/L | 3/Week | Grab | Limit in effect May through October annually. |
| Fecal Coliform | Geometric Mean - Monthly | 400 #/100 ml | 2/Week | Grab | Limit in effect May through October annually. |
| Fecal Coliform | Geometric Mean - Wkly | 780 #/100 ml | 2/Week | Grab | Limit in effect May through October annually. |
| Nitrogen, Ammonia Variable Limit | | mg/L | 3/Week | 24-Hr Flow Prop Comp | Using the daily effluent pH result, look up the daily maximum variable ammonia limit from the pH dependent table at subsection 3.2.1.2 in the permit. Report the variable limit in the Nitrogen, Ammonia Variable Limit column of the eDMR. |
| Nitrogen, Ammonia (NH3-N) Total | Daily Max - Variable | mg/L | 3/Week | 24-Hr Flow Prop Comp | Report the daily maximum Ammonia result in the Nitrogen, Ammonia (NH3-N) Total column of the eDMR. Compare to daily maximum variable ammonia limit to determine compliance. |
| Nitrogen, Ammonia (NH3-N) Total | Monthly Avg | 18 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect October through March annually. |

| Monitoring Requirements and Limitations | | | | | |
|--|-------------------|------------------------|-------------------------|----------------------|--|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Nitrogen, Ammonia (NH3-N) Total | Monthly Avg | 11 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect April and May annually. |
| Nitrogen, Ammonia (NH3-N) Total | Monthly Avg | 28 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect June through September annually. |
| Nitrogen, Ammonia (NH3-N) Total | Weekly Avg | 28 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect June through March annually. |
| Nitrogen, Ammonia (NH3-N) Total | Weekly Avg | 20 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect April and May annually. |
| Phosphorus, Total | Monthly Avg | 1.0 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Phosphorus, Total | 6-Month Avg | 0.6 mg/L | 3/Week | 24-Hr Flow Prop Comp | This is an Adaptive Management (AM) interim limit that goes into effect beginning November 1, 2020. See subsection 5.1 for the AM interim limit compliance schedule and subsection 3.2.1.3 in the permit for averaging periods and compliance determination. |
| Phosphorus, Total | | lbs/day | 3/Week | Calculated | Calculate the daily mass discharge of phosphorus in lbs/day on the same days phosphorus sampling occurs. |
| Mercury, Total Recoverable | Daily Max | 3.3 ng/L | Quarterly | Grab | This is an Alternative Mercury Effluent Limit. See subsections 3.2.1.8 in the permit for Mercury Variance information, 3.2.1.9 for Mercury Monitoring Requirements and 5.2 for the mercury variance compliance schedule. |
| Acute WET | Daily Max | 1.0 TUa | See Listed Qtr(s) | 24-Hr Flow Prop Comp | See subsection 3.2.1.11 in the permit for whole effluent toxicity (WET) testing monitoring dates and WET requirements. |

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|-------------------|----------------------|--|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Chronic WET | Daily Max | 3.0 TUc | See Listed Qtr(s) | 24-Hr Flow Prop Comp | See subsection 3.2.1.11 in the permit for whole effluent toxicity (WET) testing monitoring dates and WET requirements. |
| Chloride | | mg/L | 4/Month | 24-Hr Flow Prop Comp | Monitoring Only - January 1, 2021 through December 31, 2021. Samples shall be collected on four consecutive days one week per month. See subsection 3.2.1.10 in the permit for chloride monitoring requirements. |
| Nitrogen, Total Kjeldahl | | mg/L | Quarterly | 24-Hr Flow Prop Comp | Monitoring Only |
| Nitrogen, Nitrite + Nitrate Total | | mg/L | Quarterly | 24-Hr Flow Prop Comp | Monitoring Only |
| Nitrogen, Total | | mg/L | Quarterly | Calculated | Monitoring Only |

Changes from Previous Permit

Stoughton's reissued permit will now contain weekly average ammonia nitrogen limits of 20 mg/L for April through May and 28 mg/L for June through March. Monthly average limits of 11 mg/L for April through May, 28 mg/L for June through September and 18 mg/L for October through March will also apply. The current permit contains only daily maximum ammonia nitrogen limits that vary based on effluent pH. The reissued permit will have a new fecal coliform limit of 780 #/100 ml as a weekly geometric mean, effective May 1 through September 30 annually that is in addition to the current fecal coliform limit of 400 #/100 ml as a monthly geometric mean. Total phosphorus (TP) mass limits calculated for the Rock River total maximum daily load (TMDL) are recommended and were to go into effect per a phosphorus compliance schedule contained in the current permit; however, Stoughton has requested and the Department has approved a plan to implement a watershed adaptive management approach under s. NR 217.18, Wis. Adm. Code, as a means for Stoughton to achieve compliance with the phosphorus water quality standards in s. NR 102.06, Wis. Adm. Code. This adaptive management plan is a partnership between the City of Stoughton, City of Madison, Village of Oregon and the Wisconsin DNR Nevin Fish Hatchery plus various municipal separate storm sewer system (MS4s) within the Yahara River action area as defined in the adaptive management plan. An adaptive management TP interim limit of 0.6 mg/L will apply beginning November 1, 2020 per a compliance schedule, while a 1.0 mg/L monthly average TP limit applies on the permit effective date. Stoughton's current permit has an alternative phosphorus limit of 1.3 mg/L as a monthly average. Stoughton has applied for a continuation of a variance from the water quality standard for mercury based on the wildlife criterion of 1.3 ng/L as a monthly average. If approved by EPA a daily maximum Alternative Mercury Effluent Limit (variance limit) of 3.3 ng/L will apply on the permit effective date, Stoughton will be required to implement an approved mercury pollutant minimization program (PMP) plan and submit annual mercury progress reports per a Mercury PMP compliance schedule. The reissued permit will require quarterly monitoring of total nitrogen parameters (total kjeldahl nitrogen, nitrite + nitrate nitrogen and total nitrogen).

Explanation of Limits and Monitoring Requirements

Water Quality Based Limits and WET Requirements and Disinfection

CBOD₅, Total Suspended Solids (TSS) Dissolved Oxygen (DO) and pH

No changes are recommended in the permit limitations for CBOD₅, Total Suspended Solids (concentration and TMDL mass), Dissolved Oxygen (DO) and pH. Because the reference effluent flow rates and receiving water characteristics have not changed, limitations for these water quality characteristics do not need to be re-evaluated at this time.

Disinfection – Seasonal disinfection is required May through October and is accomplished using ultra-violet (UV) light.

Fecal Coliform – The current permit has a fecal coliforms limit of 400 #/100 ml as a monthly geometric mean that is being retained in the reissued permit. Due to recent revisions to ch. NR 106 (effective September 1, 2016), whenever a monthly average limitation is determined necessary to protect water quality, a weekly average limit shall be calculated using procedures specified in s. NR 106.07(3)(e)4. Based on these calculations a fecal coliforms limit of 780 #/100 ml as a weekly geometric mean shall be included in the proposed permit.

Ammonia Nitrogen – Current acute and chronic ammonia toxicity criteria for the protection of aquatic life are included in Tables 2C and 4B of ch. NR 105, Wis. Adm. Code (effective March 1, 2004). Subchapter III of ch. NR 106 establishes the procedure for calculating water quality based effluent limitations (WQBELs) for ammonia (effective March 1, 2004). Acute (daily maximum) ammonia limits are a function of receiving stream classification and effluent pH at the time of discharge. The maximum reasonably expected pH of Stoughton's effluent is 7.7 s.u. (standard pH units), which yields a computed daily maximum limit of 27.91 mg/L (28 mg/L, rounded). However, Stoughton's reissued permit will once again contain variable ammonia limits that vary with effluent pH. Weekly and monthly average ammonia limits were calculated in the May 22, 2017 WQBEL memo for Spring (April through May), Summer (June through September) and Winter (October through March). The calculated limits were compared to the 4-day (weekly) and 30-day (monthly) Upper 99th Percentiles (P99s) of ammonia data collected during the current permit term. The only period of months that showed a reasonable potential to exceed the calculated limits were the weekly and monthly average limits for April through May (spring). The 4-day P99 of 20.64 mg/L exceeded the calculated limit of 19.78 mg/L and therefore a weekly average limit of 20 mg/L (rounded) shall be included in the reissued permit for spring. The 30-day P99 was 14.53 mg/L, which exceeded the calculated limitation of 11.22 mg/L so a monthly average limit of 11 mg/L (rounded) will also apply.

Expression of Limits

Revisions to ch. NR 106, require weekly average and monthly average limits 1) whenever a daily maximum limitation is determined necessary to protect water quality or 2) the calculated weekly average and monthly average limit (regardless of reasonable potential), whichever is more restrictive. Since a daily maximum limit of 28 mg/L was determined to be necessary for all of the periods of months analyzed (spring, summer and winter) weekly average and monthly average limits for summer (June through September) were both set equal to the daily maximum limit of 28 mg/L. For winter (October through March) since a daily maximum limit of 28 mg/L was determined to be necessary the weekly average ammonia limit for winter was set equal to 28 mg/L. The calculated monthly average ammonia limit for winter was 18 mg/L, which is more stringent than the daily maximum limit so the monthly average limit was set equal to 18 mg/L.

Phosphorus – Phosphorus requirements are based on the Phosphorus Rules that became effective December 1, 2010 as detailed in chs. NR 102 Water Quality Standards and NR 217 Effluent Standards and Limitations for Phosphorus. See <http://dnr.wi.gov/topic/surfacewater/phosphorus.html> for details regarding the administrative rules for phosphorus discharges.

As noted below, total phosphorus mass limits based on the Rock River Total Maximum Daily Load (TMDL) Waste Load Allocation (WLA) have been determined necessary for the Stoughton WWTF. However, Stoughton has requested and the Department has approved a plan to implement a watershed adaptive management approach under s. NR 217.18, as a means for Stoughton to achieve compliance with the phosphorus water quality standards in s. NR 102.06, and the Rock River TMDL. The phosphorus limitations and conditions in the proposed permit reflect the approved adaptive management (AM) plan No. WQT-2017-0003. AM Plan No. WQT-2017-0003 is a partnership between the City of Stoughton, Village of Oregon, WDNR Nevin Fish Hatchery, Madison Metropolitan Sewage District and various Municipal Separate Storm Sewer Systems (MS4s) located in the Yahara River watershed. The AM Plan identifies the

Yahara River action area, which encompasses the entire Yahara River watershed, where watershed projects shall be implemented to reduce phosphorus and total suspended solids loadings from point and non-point sources of these pollutants.

At the end of the first permit, the total minimum phosphorus reduction required is 13,320 lbs/yr. Stoughton’s portion of the total reduction is 25 lbs/yr.

The Adaptive Management Plan was written such that Madison Met is solely responsible for coordinating in-stream monitoring and submittal of all required data and annual reports for all entities that are participating in the Yahara River Basin AM Plan; this includes the City of Stoughton, Village of Oregon, WDNR Nevin Fish Hatchery, and various MS4 partners. Each entity has a signed an Intergovernmental Agreement (IGA) indicating more details on roles and responsibilities. This IGA as well as the Memorandum of Understanding (MOU) that the Department signed with Madison Met can be found in the appendix of the Adaptive Management Plan.

Total phosphorus mass limits were calculated to comply with the Rock River TMDL, and were derived consistent with the assumptions and requirements of the EPA-approved waste load allocation for the Rock River. Limits were determined using the code changes and the provision of the TMDL. For informational purposes, the final TMDL mass limits are presented in the following table:

Total Phosphorus Effluent Limitations

| Month | Monthly Ave Total P Effluent Limit (lbs/day) |
|-------|--|
| Jan | 4.3 |
| Feb | 5.6 |
| March | 4.9 |
| April | 5.3 |
| May | 5.2 |
| June | 5.3 |
| July | 5.1 |
| Aug | 4.6 |
| Sept | 4.9 |
| Oct | 4.1 |
| Nov | 4.0 |
| Dec | 3.9 |

Mercury – Actual flow is greater than 1.0 MGD so the quarterly mercury influent, effluent and field blank monitoring requirements for Major WWTFs in Subchapter III, NR 106.145, apply. Mercury effluent and field blank data generated during the current permit term were evaluated for sampling and analysis requirements in accordance with ss. NR 106.145 (9) and (10). The 30-day P99 of effluent results calculated using the procedures in s. NR 106.05(5), was 1.89 ng/L, which is greater than the water quality standard for the protection of wildlife of 1.3 ng/L (the most stringent criterion for this substance), so a limit is necessary (WQBEL). However, s. NR 106.145(4), provides for a variance from water quality standards for this substance in light of its presence in the environment and Stoughton has requested this variance. An Alternative Mercury Effluent Limit (AMEL) would normally be established at the calculated 1-day P99 of 3.5 ng/L (rounded). However, since the previous AMEL of 3.3 ng/L is less than this value, antidegradation rules (ch. NR 207) require that the new AMEL be no greater than the current AMEL. Therefore, the AMEL (variance limit) shall remain 3.3 ng/L. The permit requires Stoughton to continue quarterly influent, field blank and effluent monitoring, maintain mercury discharge concentrations at or below 3.3 ng/L as a daily maximum and implement a Pollutant Minimization Program designed to minimize mercury influent to the plant with the ultimate goal of meeting the unvaried mercury limit.

WET – Whole effluent toxicity (WET) testing requirements and limits (if applicable) are determined in accordance with ss. NR 106.08 and NR 106.09, as revised August 2016. (See the current version of the Whole Effluent Toxicity Program Guidance Document and checklist and WET information, guidance and test methods at <http://dnr.wi.gov/topic/wastewater/wet.html>). Based on a reasonable potential analysis in the May 22, 2017 WQBEL memo an acute WET limit of 1.0 TUa (daily maximum) and a chronic WET limit of 3.0 TUc (monthly average) are required in Stoughton’s reissued permit. A minimum of annual acute and chronic monitoring is required because acute and chronic WET limits are required. See subsection 3.2.1.10 in the permit for WET testing dates and WET requirements.

Toxics/Metals – Subsection NR 200.06(1)(a), Table 1, establishes minimum application monitoring requirements for discharges to surface waters. For a major municipal discharger that monitoring includes a Priority Pollutant scan (PPS) for toxic parameters, including metals. These data were reviewed in the WQBEL memo dated May 22, 2017. Chromium 6+ and Bis(2-ethylhexyl)phthalate were detected at levels greater than 1/5 of the calculated daily maximum limits and permit limitations were recommended for both substances. However, Stoughton submitted two additional samples for both parameters and the average effluent concentration for Chromium 6+ dropped to below 1/5 of the daily maximum limit and therefore no limit is necessary. For Bis(2-ethylhexyl)phthalate, the two sample results were both non-detects leading to the conclusion that the original result that triggered the need for a limit is unrepresentative of the discharge and limits are no longer recommended for the parameter. Many of the other substances in the PPS were below levels of detection. No additional limitations are proposed in the reissued permit.

Chloride – Acute and chronic chloride toxicity criteria for the protection of aquatic life are included in Tables 1 and 5 of ch. NR 105. Subchapter IV of ch. NR 106 establishes the procedure for calculating water quality based effluent limitations (WQBELs) for chloride. The calculated 1-day Upper 99th Percentile (566.58 mg/L) of Stoughton’s reported chloride effluent concentrations is less than the acute (daily maximum) chloride limit (1,514 mg/L) and the 4-day Upper 99th Percentile (483.99 mg/L) is less than the chronic (weekly average) chloride limit (1,207.28 mg/L), so chloride limits are not needed in the permit (WQBEL). Four samples per month (on consecutive days) chloride monitoring is required in calendar year 2021 to collect data for the next permit reissuance process.

Thermal – Requirements for Temperature are included in NR 102 Subchapter II Water Quality Standards for Temperature and NR 106 Subchapter V Effluent Limitations for Temperature. Thermal discharges must meet the Public Health criterion of 120° F and the Fish & Aquatic Life criteria which are established to protect aquatic communities from lethal and sub-lethal thermal effects. The lowest daily maximum effluent limitation for temperature is 100° F compared to the highest daily maximum effluent temperature of 74° F and the lowest weekly average effluent temperature limitation is 88° F compared to the highest weekly average effluent temperature of 74° F, so temperature limitations are unnecessary. One year of effluent temperature monitoring is recommended in the WQBEL memo; however, since the limits are so much higher than the measured temperatures no monitoring will be required.

Total Nitrogen Monitoring (NO₂+NO₃, TKN and Total N) – Based on the “Guidance for Total Nitrogen Monitoring in WPDES Permits” dated October 2012, quarterly effluent monitoring for Total Nitrogen is required for municipal majors discharging to the Mississippi River Basin.

4 Land Application - Proposed Monitoring and Limitations

| Municipal Sludge Description | | | | | | |
|--|-----------------------|------------------------------|---------------------------|--------------------------|------------------|--|
| Sample Point | Sludge Class (A or B) | Sludge Type (Liquid or Cake) | Pathogen Reduction Method | Vector Attraction Method | Reuse Option | Amount Reused/Disposed (Dry Tons/Year) |
| 002 | B | Liquid | Anaerobic Digestion | Injection | Land Application | 140 dry U.S. Tons (Avg. 2014 – 2016) |
| Does sludge management demonstrate compliance? Yes | | | | | | |
| Is additional sludge storage required? No | | | | | | |
| Is Radium-226 present in the water supply at a level greater than 2 pCi/liter? No If yes, special monitoring and recycling conditions will be included in the permit to track any potential problems in landapplying sludge from this facility | | | | | | |
| Is a priority pollutant scan required? Not applicable, design flow of 1.65 MGD is less than 5 MGD. Priority pollutant scans are required once every 10 years at facilities with design flows between 5 MGD and 40 MGD, and once every 5 years if design flow is greater than 40 MGD. | | | | | | |

Sample Point Number: 002- SLUDGE

| Monitoring Requirements and Limitations | | | | | |
|---|--------------|-----------------|------------------|-------------|----------------------------|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| PCB Total Dry Wt | Ceiling | 50 mg/kg | Once | Composite | Jan 1, 2019 - Dec 31, 2019 |
| PCB Total Dry Wt | High Quality | 10 mg/kg | Once | Composite | Jan 1, 2019 - Dec 31, 2019 |
| Solids, Total | | Percent | Annual | Composite | |
| Arsenic Dry Wt | Ceiling | 75 mg/kg | Annual | Composite | |
| Arsenic Dry Wt | High Quality | 41 mg/kg | Annual | Composite | |
| Cadmium Dry Wt | Ceiling | 85 mg/kg | Annual | Composite | |
| Cadmium Dry Wt | High Quality | 39 mg/kg | Annual | Composite | |
| Copper Dry Wt | Ceiling | 4,300 mg/kg | Annual | Composite | |
| Copper Dry Wt | High Quality | 1,500 mg/kg | Annual | Composite | |
| Lead Dry Wt | Ceiling | 840 mg/kg | Annual | Composite | |
| Lead Dry Wt | High Quality | 300 mg/kg | Annual | Composite | |
| Mercury Dry Wt | Ceiling | 57 mg/kg | Annual | Composite | |
| Mercury Dry Wt | High Quality | 17 mg/kg | Annual | Composite | |
| Molybdenum Dry Wt | Ceiling | 75 mg/kg | Annual | Composite | |
| Nickel Dry Wt | Ceiling | 420 mg/kg | Annual | Composite | |

| Monitoring Requirements and Limitations | | | | | |
|---|--------------|-----------------|------------------|-------------|-------|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Nickel Dry Wt | High Quality | 420 mg/kg | Annual | Composite | |
| Selenium Dry Wt | Ceiling | 100 mg/kg | Annual | Composite | |
| Selenium Dry Wt | High Quality | 100 mg/kg | Annual | Composite | |
| Zinc Dry Wt | Ceiling | 7,500 mg/kg | Annual | Composite | |
| Zinc Dry Wt | High Quality | 2,800 mg/kg | Annual | Composite | |
| Nitrogen, Total Kjeldahl | | Percent | Annual | Composite | |
| Nitrogen, Ammonium (NH4-N) Total | | Percent | Annual | Composite | |
| Phosphorus, Total | | Percent | Annual | Composite | |
| Phosphorus, Water Extractable | | % of Tot P | Annual | Composite | |
| Potassium, Total Recoverable | | Percent | Annual | Composite | |

Changes from Previous Permit & Explanation of Limits and Monitoring Requirements

New time frame for PCB monitoring is calendar year 2019. Requirements for land application of municipal sludge are determined in accordance with ch. NR 204 Wis. Adm. Code. Ceiling and high quality limits for metals in sludge are specified in s. NR 204.07(5). Requirements for pathogens are specified in s. NR 204.07(6) and in s. NR 204.07 (7) for vector attraction requirements. Limitations for PCBs are addressed in s. NR 204.07(3)(k).

5 Compliance Schedules

5.1 Adaptive Management Interim Limit Compliance Update

| Required Action | Due Date |
|---|------------|
| Progress Report #1: Submit the first progress report on the ability of the wastewater treatment facility to consistently meet the Adaptive Management interim effluent limit of 0.6 mg/L as a 6-month seasonal average with averaging periods of May through October and November through April. | 11/30/2018 |
| Progress Report #2: Submit the second progress report on the ability of the wastewater treatment facility to consistently meet the Adaptive Management interim effluent limit of 0.6 mg/L as a 6-month seasonal average with averaging periods of May through October and November through April. | 11/30/2019 |
| Comply with Adaptive Management Interim Limit: The Adaptive Management interim effluent limit of 0.6 mg/L as a six-month average goes into effect. The averaging periods are May through October and November through April. Compliance with the 6-month average limit is evaluated at the end of each 6-month period on April 30 and October 31 annually. | 11/01/2020 |

Explanation of Adaptive Management Interim Limit Compliance Update Schedule

This compliance schedule provides Stoughton until November 1, 2020 to comply with the phosphorus adaptive management limit of 0.6 mg/L as a 6-month seasonal average. Annual progress reports on the facility's ability to meet the interim limit are required for the first two years of the permit.

5.2 Mercury Pollutant Minimization Program

As a condition of the variance to the water quality based effluent limitation(s) for mercury granted in accordance with s. NR 106.145(6), Wis. Adm. Code, the permittee shall perform the following actions.

| Required Action | Due Date |
|---|------------|
| <p>Annual Mercury Progress Reports: Submit an annual mercury progress report. The annual mercury progress report shall:</p> <p>Indicate which mercury pollutant minimization activities or activities outlined in the approved Pollutant Minimization Plan have been implemented;</p> <p>Include an analysis of trends in monthly and annual total effluent mercury concentrations based on mercury sampling; and</p> <p>Include an analysis of how influent and effluent mercury varies with time and with significant loading of mercury such as loads from industries into the collection system.</p> <p>The first annual mercury progress report is to be submitted by the Due Date.</p> | 01/31/2019 |
| <p>Annual Mercury Progress Report #2: Submit a mercury progress report as defined above.</p> | 01/31/2020 |
| <p>Annual Mercury Progress Report #3: Submit a mercury progress report as defined above.</p> | 01/31/2021 |
| <p>Annual Mercury Progress Report #4: Submit a mercury progress report as defined above.</p> | 01/31/2022 |
| <p>Final Mercury Report: Submit a final report documenting the success in reducing mercury concentrations in the effluent, as well as the anticipated future reduction in mercury sources and mercury effluent concentrations. The report shall summarize mercury pollutant minimization activities that have been implemented during the current permit term and state which, if any, pollutant minimization activities from the approved pollutant minimization plan were not pursued and why. The report shall include an analysis of trends in monthly and annual total effluent mercury concentrations based on mercury sampling during the current permit term. The report shall also include an analysis of how influent and effluent mercury varies with time and with significant loading of mercury such as loads from industries into the collection system.</p> <p>If the permittee intends to re-apply for a mercury variance per s. NR 106.145, Wis. Adm. Code, for the reissued permit, a detailed pollutant minimization plan outlining the pollutant minimization activities proposed for the upcoming permit term should be submitted along with the final report.</p> | 06/30/2022 |
| <p>Annual Mercury Reports After Permit Expiration: In the event that this permit is not reissued on time, the permittee shall continue to submit annual mercury reports each year covering pollutant minimization activities implemented and mercury concentration trends.</p> | |

5.3 Explanation of Mercury Pollutant Minimization Program Schedule

Stoughton has applied for a variance from the mercury water quality criterion for the protection of wildlife (1.3 ng/L). As conditions of receiving a mercury variance Stoughton shall maintain effluent quality at or below an alternative mercury effluent (variance) limit of 3.3 ng/L, implement the "Mercury Pollutant Minimization Program (PMP) Plan" dated June 7, 2017 and submit annual mercury progress reports as described in the compliance schedule above.

Attachments:

Water Quality Based Effluent Limits (WQBEL) – May 22, 2017

WET Checklist Summary – May 22, 2017, WQBEL Memo, Page 17

Map – May 22, 2017, WQBEL Memo, Page 20

Substantial Compliance Determination – April 10, 2017

Public Notice –

Proposed Expiration Date:

December 31, 2022

Prepared By:

Phillip Spranger, Wastewater Specialist

Date: September 22, 2017

cc: Amy Garbe



WPDES PERMIT

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
**PERMIT TO DISCHARGE UNDER THE WISCONSIN POLLUTANT DISCHARGE
ELIMINATION SYSTEM**

CITY OF STOUGHTON

is permitted, under the authority of Chapter 283, Wisconsin Statutes, to discharge from a facility
located at

700 MANDT PARKWAY, STOUGHTON, WISCONSIN
NE ¼ of SE ¼ of Section 8, T5N, R11E

to

YAHARA RIVER

**(YAHARA RIVER & LAKE KEGONSA WATERSHED, LR06 – LOWER ROCK RIVER BASIN)
IN DANE COUNTY**

Outfall – Lat: 42.91035° N, Lon: 89.21348° W

in accordance with the effluent limitations, monitoring requirements and other conditions set
forth in this permit.

The permittee shall not discharge after the date of expiration. If the permittee wishes to continue to discharge after this expiration date an application shall be filed for reissuance of this permit, according to Chapter NR 200, Wis. Adm. Code, at least 180 days prior to the expiration date given below.

State of Wisconsin Department of Natural Resources
For the Secretary

By

Tim Ryan
Wastewater Field Supervisor

Date Permit Signed/Issued

PERMIT TERM: EFFECTIVE DATE - January 01, 2018

EXPIRATION DATE - December 31, 2022

TABLE OF CONTENTS

| | |
|---|-----------|
| 1 INFLUENT REQUIREMENTS | 1 |
| 1.1 SAMPLING POINT(S) | 1 |
| 1.2 MONITORING REQUIREMENTS | 1 |
| 1.2.1 <i>Sampling Point 701 - INFLUENT</i> | 1 |
| 2 IN-PLANT REQUIREMENTS | 2 |
| 2.1 SAMPLING POINT(S) | 2 |
| 2.2 MONITORING REQUIREMENTS AND LIMITATIONS | 2 |
| 2.2.1 <i>Sampling Point 101 - FIELD BLANK for Hg MONITORING</i> | 2 |
| 3 SURFACE WATER REQUIREMENTS | 3 |
| 3.1 SAMPLING POINT(S) | 3 |
| 3.2 MONITORING REQUIREMENTS AND EFFLUENT LIMITATIONS | 3 |
| 3.2.1 <i>Sampling Point (Outfall) 001 - EFFLUENT to YAHARA RIVER</i> | 3 |
| 4 LAND APPLICATION REQUIREMENTS | 10 |
| 4.1 SAMPLING POINT(S) | 10 |
| 4.2 MONITORING REQUIREMENTS AND LIMITATIONS | 10 |
| 4.2.1 <i>Sampling Point (Outfall) 002 - SLUDGE</i> | 10 |
| 5 SCHEDULES | 14 |
| 5.1 ADAPTIVE MANAGEMENT INTERIM LIMIT COMPLIANCE UPDATE | 14 |
| 5.2 MERCURY POLLUTANT MINIMIZATION PROGRAM | 14 |
| 6 STANDARD REQUIREMENTS | 16 |
| 6.1 REPORTING AND MONITORING REQUIREMENTS | 16 |
| 6.1.1 <i>Monitoring Results</i> | 16 |
| 6.1.2 <i>Sampling and Testing Procedures</i> | 16 |
| 6.1.3 <i>Recording of Results</i> | 16 |
| 6.1.4 <i>Reporting of Monitoring Results</i> | 17 |
| 6.1.5 <i>Compliance Maintenance Annual Reports</i> | 17 |
| 6.1.6 <i>Records Retention</i> | 17 |
| 6.1.7 <i>Other Information</i> | 17 |
| 6.1.8 <i>Reporting Requirements – Alterations or Additions</i> | 18 |
| 6.2 SYSTEM OPERATING REQUIREMENTS | 18 |
| 6.2.1 <i>Noncompliance Reporting</i> | 18 |
| 6.2.2 <i>Flow Meters</i> | 18 |
| 6.2.3 <i>Raw Grit and Screenings</i> | 19 |
| 6.2.4 <i>Sludge Management</i> | 19 |
| 6.2.5 <i>Prohibited Wastes</i> | 19 |
| 6.2.6 <i>Bypass</i> | 19 |
| 6.2.7 <i>Scheduled Bypass</i> | 19 |
| 6.2.8 <i>Controlled Diversions</i> | 20 |
| 6.2.9 <i>Proper Operation and Maintenance</i> | 20 |
| 6.2.10 <i>Operator Certification</i> | 20 |
| 6.3 SEWAGE COLLECTION SYSTEMS | 20 |
| 6.3.1 <i>Sanitary Sewage Overflows and Sewage Treatment Facility Overflows</i> | 20 |
| 6.3.2 <i>Capacity, Management, Operation and Maintenance (CMOM) Program</i> | 22 |
| 6.3.3 <i>Sewer Cleaning Debris and Materials</i> | 22 |
| 6.4 SURFACE WATER REQUIREMENTS | 23 |
| 6.4.1 <i>Permittee-Determined Limit of Quantitation Incorporated into this Permit</i> | 23 |
| 6.4.2 <i>Appropriate Formulas for Effluent Calculations</i> | 23 |
| 6.4.3 <i>Effluent Temperature Requirements</i> | 23 |

| | |
|--|-----------|
| <i>6.4.4 Visible Foam or Floating Solids</i> | 24 |
| <i>6.4.5 Surface Water Uses and Criteria</i> | 24 |
| <i>6.4.6 Percent Removal</i> | 24 |
| <i>6.4.7 Fecal Coliforms</i> | 24 |
| <i>6.4.8 Seasonal Disinfection</i> | 24 |
| <i>6.4.9 Whole Effluent Toxicity (WET) Monitoring Requirements</i> | 24 |
| <i>6.4.10 Whole Effluent Toxicity (WET) Identification and Reduction</i> | 25 |
| <i>6.4.11 Reopener Clause</i> | 25 |
| 6.5 LAND APPLICATION REQUIREMENTS | 25 |
| <i>6.5.1 Sludge Management Program Standards And Requirements Based Upon Federally Promulgated Regulations</i> | 25 |
| <i>6.5.2 General Sludge Management Information</i> | 25 |
| <i>6.5.3 Sludge Samples</i> | 25 |
| <i>6.5.4 Land Application Characteristic Report</i> | 26 |
| <i>6.5.5 Calculation of Water Extractable Phosphorus</i> | 26 |
| <i>6.5.6 Monitoring and Calculating PCB Concentrations in Sludge</i> | 26 |
| <i>6.5.7 Annual Land Application Report</i> | 27 |
| <i>6.5.8 Other Methods of Disposal or Distribution Report</i> | 27 |
| <i>6.5.9 Approval to Land Apply</i> | 27 |
| <i>6.5.10 Soil Analysis Requirements</i> | 27 |
| <i>6.5.11 Land Application Site Evaluation</i> | 27 |
| <i>6.5.12 Class B Sludge: Fecal Coliform Limitation</i> | 28 |
| <i>6.5.13 Class B Sludge: Anaerobic Digestion</i> | 28 |
| <i>6.5.14 Class B Sludge - Vector Control: Injection</i> | 28 |
| 7 SUMMARY OF REPORTS DUE | 29 |

1 Influent Requirements

1.1 Sampling Point(s)

| Sampling Point Designation | |
|----------------------------|---|
| Sampling Point Number | Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable) |
| 701 | Influent: 24-hour flow proportional composite sampler located prior to the mechanical bar screen. |

1.2 Monitoring Requirements

The permittee shall comply with the following monitoring requirements.

1.2.1 Sampling Point 701 - INFLUENT

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Flow Rate | | MGD | Continuous | Continuous | |
| CBOD ₅ | | mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| BOD ₅ , Total | | mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | | mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Mercury, Total Recoverable | | ng/L | Quarterly | 24-Hr Flow Prop Comp | See subsection 1.2.1.1 for mercury monitoring requirements. |

1.2.1.1 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

2 In-Plant Requirements

2.1 Sampling Point(s)

| Sampling Point Designation | |
|----------------------------|---|
| Sampling Point Number | Sampling Point Location, WasteType/Sample Contents and Treatment Description (as applicable) |
| 101 | In-plant Mercury: Collect a mercury field blank every day that mercury samples are collected at influent and effluent using the clean hands/dirty hands sample collection procedure from EPA method 1669. |

2.2 Monitoring Requirements and Limitations

The permittee shall comply with the following monitoring requirements and limitations.

2.2.1 Sampling Point 101 - FIELD BLANK for Hg MONITORING

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|------------------|-------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Mercury, Total Recoverable | | ng/L | Quarterly | Blank | See subsection 2.2.1.1 for mercury monitoring requirements. |

2.2.1.1 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

3 Surface Water Requirements

3.1 Sampling Point(s)

| Sampling Point Designation | |
|----------------------------|--|
| Sampling Point Number | Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable) |
| 001 | Effluent: 24-hour flow proportional composite sampler intake located in the disinfection channel prior to UV disinfection. Grab samples after disinfection prior to discharge to Yahara River. |

3.2 Monitoring Requirements and Effluent Limitations

The permittee shall comply with the following monitoring requirements and limitations.

3.2.1 Sampling Point (Outfall) 001 - EFFLUENT to YAHARA RIVER

| Monitoring Requirements and Effluent Limitations | | | | | |
|--|-------------|-----------------|------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Flow Rate | | MGD | Continuous | Continuous | |
| CBOD ₅ | Weekly Avg | 33 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect May through October annually. |
| CBOD ₅ | Weekly Avg | 40 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect November through April annually. |
| CBOD ₅ | Monthly Avg | 25 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| CBOD ₅ | Weekly Avg | 454 lbs/day | 3/Week | Calculated | Limit in effect May through October annually. |
| Suspended Solids, Total | Weekly Avg | 40 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | Monthly Avg | 30 mg/L | 3/Week | 24-Hr Flow Prop Comp | |
| Suspended Solids, Total | Weekly Avg | 567 lbs/day | 3/Week | Calculated | Limit in effect January, March, May, July, August, October and December annually. |
| Suspended Solids, Total | Weekly Avg | 625 lbs/day | 3/Week | Calculated | Limit in effect February annually. |
| Suspended Solids, Total | Weekly Avg | 590 lbs/day | 3/Week | Calculated | Limit in effect April, June, September and November annually. |
| Suspended Solids, Total | Monthly Avg | 402 lbs/day | 3/Week | Calculated | Limit in effect January, March, May, July, August, October and December annually. |
| Suspended Solids, Total | Monthly Avg | 444 lbs/day | 3/Week | Calculated | Limit in effect February annually. |

| Monitoring Requirements and Effluent Limitations | | | | | |
|---|--------------------------|------------------------|-------------------------|----------------------|---|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Suspended Solids, Total | Monthly Avg | 419 lbs/day | 3/Week | Calculated | Limit in effect April, June, September and November annually. |
| pH Field | Daily Min | 6.0 su | 3/Week | Grab | |
| pH Field | Daily Max | 9.0 su | 3/Week | Grab | |
| Dissolved Oxygen | Daily Min | 6.0 mg/L | 3/Week | Grab | Limit in effect May through October annually. |
| Fecal Coliform | Geometric Mean - Monthly | 400 #/100 ml | 2/Week | Grab | Limit in effect May through September annually. |
| Fecal Coliform | Geometric Mean - Wkly | 780 #/100 ml | 2/Week | Grab | Limit in effect May through September annually. |
| Nitrogen, Ammonia Variable Limit | | mg/L | 3/Week | 24-Hr Flow Prop Comp | Using the daily effluent pH result, look up the daily maximum variable ammonia limit from the pH dependent table at subsection 3.2.1.2. Report the variable limit in the Nitrogen, Ammonia Variable Limit column of the eDMR. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Daily Max - Variable | mg/L | 3/Week | 24-Hr Flow Prop Comp | Report the daily maximum Ammonia result in the Nitrogen, Ammonia (NH ₃ -N) Total column of the eDMR. Compare to daily maximum variable ammonia limit to determine compliance. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Monthly Avg | 18 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect October through March annually. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Monthly Avg | 11 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect April and May annually. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Monthly Avg | 28 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect June through September annually. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Weekly Avg | 28 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect June through March annually. |
| Nitrogen, Ammonia (NH ₃ -N) Total | Weekly Avg | 20 mg/L | 3/Week | 24-Hr Flow Prop Comp | Limit in effect April and May annually. |
| Phosphorus, Total | Monthly Avg | 1.0 mg/L | 3/Week | 24-Hr Flow Prop Comp | |

| Monitoring Requirements and Effluent Limitations | | | | | |
|--|-------------|---------------------|-------------------|----------------------|--|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Phosphorus, Total | 6-Month Avg | 0.6 mg/L | 3/Week | 24-Hr Flow Prop Comp | This is an Adaptive Management (AM) interim limit that goes into effect beginning November 1, 2020. See subsection 5.1 for the AM interim limit compliance schedule and subsection 3.2.1.3 for averaging periods and compliance determination. |
| Phosphorus, Total | | lbs/day | 3/Week | Calculated | Calculate the daily mass discharge of phosphorus in lbs/day on the same days phosphorus sampling occurs. |
| Mercury, Total Recoverable | Daily Max | 3.3 ng/L | Quarterly | Grab | This is an Alternative Mercury Effluent Limit. See subsections 3.2.1.8 for Mercury Variance information, 3.2.1.9 for Mercury Monitoring requirements and 5.2 for the mercury variance compliance schedule. |
| Acute WET | Daily Max | 1.0 TU _a | See Listed Qtr(s) | 24-Hr Flow Prop Comp | See subsection 3.2.1.11 for whole effluent toxicity (WET) testing monitoring dates and WET requirements. |
| Chronic WET | Daily Max | 3.0 TU _c | See Listed Qtr(s) | 24-Hr Flow Prop Comp | See subsection 3.2.1.11 for whole effluent toxicity (WET) testing monitoring dates and WET requirements. |
| Chloride | | mg/L | 4/Month | 24-Hr Flow Prop Comp | Monitoring Only - January 1, 2021 through December 31, 2021. Samples shall be collected on four consecutive days one week per month. See subsection 3.2.1.10 for chloride monitoring requirements. |
| Nitrogen, Total Kjeldahl | | mg/L | Quarterly | 24-Hr Flow Prop Comp | Monitoring Only |
| Nitrogen, Nitrite + Nitrate Total | | mg/L | Quarterly | 24-Hr Flow Prop Comp | Monitoring Only |
| Nitrogen, Total | | mg/L | Quarterly | Calculated | Monitoring Only |

3.2.1.1 Average Annual Design Flow

The average annual design flow of the permittee’s wastewater treatment facility is 1.65 MGD.

3.2.1.2 pH Dependent Variable Ammonia Limitations

The following table provides daily maximum limits throughout the pH Range:

| Effluent pH s.u. | NH ₃ -N Limit mg/L | Effluent pH s.u. | NH ₃ -N Limit mg/L | Effluent pH s.u. | NH ₃ -N Limit mg/L |
|------------------------|-------------------------------------|------------------------|-------------------------------------|------------------------|-------------------------------------|
| 6.0 < pH ≤ 6.1 | 110 | 7.0 < pH ≤ 7.1 | 72 | 8.0 < pH ≤ 8.1 | 17 |
| 6.1 < pH ≤ 6.2 | 108 | 7.1 < pH ≤ 7.2 | 66 | 8.1 < pH ≤ 8.2 | 14 |
| 6.2 < pH ≤ 6.3 | 106 | 7.2 < pH ≤ 7.3 | 59 | 8.2 < pH ≤ 8.3 | 11 |
| 6.3 < pH ≤ 6.4 | 104 | 7.3 < pH ≤ 7.4 | 52 | 8.3 < pH ≤ 8.4 | 9.4 |
| 6.4 < pH ≤ 6.5 | 101 | 7.4 < pH ≤ 7.5 | 46 | 8.4 < pH ≤ 8.5 | 7.8 |
| 6.5 < pH ≤ 6.6 | 98 | 7.5 < pH ≤ 7.6 | 40 | 8.5 < pH ≤ 8.6 | 6.4 |
| 6.6 < pH ≤ 6.7 | 94 | 7.6 < pH ≤ 7.7 | 34 | 8.6 < pH ≤ 8.7 | 5.3 |
| 6.7 < pH ≤ 6.8 | 89 | 7.7 < pH ≤ 7.8 | 29 | 8.7 < pH ≤ 8.8 | 4.4 |
| 6.8 < pH ≤ 6.9 | 84 | 7.8 < pH ≤ 7.9 | 24 | 8.8 < pH ≤ 8.9 | 3.7 |
| 6.9 < pH ≤ 7.0 | 78 | 7.9 < pH ≤ 8.0 | 20 | 8.9 < pH ≤ 9.0 | 3.1 |

3.2.1.3 Total Phosphorus Interim Limit, Averaging Periods and Compliance Determination

The adaptive management total phosphorus interim limit of 0.6 mg/L goes into effect beginning the period from November 1, 2020 through April 30, 2021. The averaging periods are May through October and November through April. Compliance with the 6-month average limit is evaluated at the end of each 6-month period on April 30th and October 31st annually.

3.2.1.4 Phosphorus Limitation(s)

The City of Stoughton has requested and the Department has approved a plan to implement a watershed adaptive management approach under s. NR 217.18, Wis. Adm. Code, as a means for Stoughton to achieve compliance with the phosphorus water quality standard in s. NR 102.06, Wis. Adm. Code. The phosphorus limitations and conditions in this permit reflect the approved adaptive management plan WQT-2017-0003. Failure to implement terms and conditions of this section is a violation of this permit. The permittee shall design and implement the actions identified in section 3 of the AM Plan No. WQT-2017-0003 in accordance with the goals and measures identified in the approved plan. If total phosphorus loadings within the Yahara River action area, as identified in AM Plan No. WQT-2017-0003, are not reduced by at least 25 pounds per year by December 31, 2022 the watershed adaptive management option may not be available to the permittee upon permit reissuance.

Pursuant to s. NR 217.18(3)(e)2, Wis. Adm. Code, the adaptive management interim limitation is 0.6 mg/L, expressed as a six-month average. Additionally, a 1.0 mg/L limitation expressed as a monthly average is required. The final calculated water quality based effluent limitations for phosphorus are based on the Rock River TMDL and are listed in the table below and are effective at the end of four permit terms unless the AM project is terminated per s. NR 217.18(3)(g), Wis. Adm. Code or successful prior to the effective date. These limitations may be recalculated based on changes in the in-stream data at the time of permit reissuance.

Total Phosphorus Effluent Limitations

| Month | Monthly Ave Total P Effluent Limit (lbs/day) |
|-------|--|
| Jan | 4.3 |
| Feb | 5.6 |
| March | 4.9 |
| April | 5.3 |
| May | 5.2 |
| June | 5.3 |
| July | 5.1 |
| Aug | 4.6 |
| Sept | 4.9 |
| Oct | 4.1 |
| Nov | 4.0 |
| Dec | 3.9 |

3.2.1.5 Watershed Adaptive Management Project

Adaptive Management Plan No. WQT-2017-0003 is a partnership between the City of Stoughton, Village of Oregon, WDNR Nevin Fish Hatchery, Madison Metropolitan Sewage District and various Municipal Separate Storm Sewer Systems (MS4s) as a means to achieve compliance with the phosphorus water quality standard in s. NR 102.06, Wis. Adm. Code and the Rock River TMDL. As the approved plan is written, Madison Metropolitan Sewage District is responsible for the submittal of all surface water samples as identified in AM Plan No. WQT-2017-0003 and the submittal of annual reports on the implementation of AM Plan No. WQT-2017-0003.

The total phosphorus reductions within the Yahara River action area, as identified in AM Plan No. WQT-2017-0003, shall be the combination of all four point sources (City of Stoughton, Village of Oregon, WDNR Nevin Fish Hatchery, Madison Metropolitan Sewage District) totaling at least 13,320 pounds per year by December 31, 2022. Failure to meet the reductions may result in the watershed adaptive management option not being available to the permittee upon permit reissuance.

3.2.1.6 Adaptive Management Reopener Clause

Per NR 217.18(3)(g), Wis. Adm. Code, the Department may terminate the adaptive management option for a permittee through permit modification or at permit reissuance and require compliance with a phosphorus effluent limitation calculated under s. NR 217.13, Wis. Adm. Code, or a US EPA approved TMDL based on any of the following reasons:

1. Failure to implement the adaptive management actions in accordance with the approved adaptive management plan and compliance schedule established in the permit.
2. New information becomes available that changes the Department's determinations made under s. NR 217.18(2), Wis. Adm. Code.
3. Circumstances beyond the permittee's control have made compliance with the applicable phosphorus criterion in s. NR 102.06, Wis. Adm. Code, pursuant to the plan's goals and measures infeasible.
4. A determination by the Department that sufficient reductions have not been achieved to timely reduce the amount of total phosphorus to meet the criteria in s. NR 102.06, Wis. Adm. Code.

3.2.1.7 Adaptive Management Requirements – Optimization

The permittee shall continue to optimize performance to control phosphorus discharges in accordance with s. NR 217.18(3)(c), Wis Adm. Code.

3.2.1.8 Mercury Variance – Implement Pollutant Minimization Plan

This permit contains a variance to the water quality-based effluent limit (WQBEL) for mercury granted in accordance with s. 283.15, Stats. As conditions of this variance the permittee shall (a) maintain effluent quality at or below the interim effluent limitation specified in the table above, (b) implement the mercury pollutant minimization measures specified in the “Stoughton Mercury Pollutant Minimization Program PMP Plan” dated June 7, 2017, (c) follow the approved Pollutant Minimization Plan and (d) perform the actions listed in the compliance schedule. (See the Schedules section herein.)

3.2.1.9 Mercury Monitoring

The permittee shall collect and analyze all mercury samples according to the data quality requirements of ss. NR 106.145(9) and (10), Wisconsin Administrative Code. The limit of quantitation (LOQ) used for the effluent and field blank shall be less than 1.3 ng/L, unless the samples are quantified at levels above 1.3 ng/L. The permittee shall collect at least one mercury field blank for each set of mercury samples (a set of samples may include combinations of intake, influent, effluent or other samples all collected on the same day). The permittee shall report results of samples and field blanks to the Department on Discharge Monitoring Reports.

3.2.1.10 Chloride Monitoring Requirements

A sample frequency of 4/month requires that samples be collected on four consecutive days one week each month. Any four consecutive days of sampling shall be exclusive to one week of a month; where Week 1 is days 1-7, Week 2 is days 8-14, Week 3 is days 15-21, and Week 4 is days 22-28.

3.2.1.11 Whole Effluent Toxicity (WET) Testing

Primary Control Water: A grab sample from the Yahara River, upstream/out of the influence of the mixing zone and any other discharge

Instream Waste Concentration (IWC): 33%

Dilution series: At least five effluent concentrations and dual controls must be included in each test.

- **Acute:** 100, 50, 25, 12.5, 6.25% and any additional selected by the permittee.
- **Chronic:** 100, 75, 50, 25, 12.5% and any additional selected by the permittee.

WET Testing Frequency:

Acute tests shall be conducted once each year in rotating quarters in order to collect seasonal information about the discharge. Tests are required during the following quarters.

- **Acute:** *July 1–September 30, 2018; October 1–December 31, 2019; January 1–March 31, 2020; April 1–June 30, 2021; and July 1–September 30, 2022*

Acute WET testing shall continue after the permit expiration date (until the permit is reissued) in accordance with the WET requirements specified for the last full calendar year of this permit. For example, the next test would be required in July 1–September 30, 2023.

Chronic tests shall be conducted once each year in rotating quarters in order to collect seasonal information about the discharge. Tests are required during the following quarters.

- **Chronic:** *July 1–September 30, 2018; October 1–December 31, 2019; January 1–March 31, 2020; April 1–June 30, 2021; and July 1–September 30, 2022*

Chronic WET testing shall continue after the permit expiration date (until the permit is reissued) in accordance with the WET requirements specified for the last full calendar year of this permit. For example, the next test would be required in July 1–September 30, 2023.

Testing: WET testing shall be performed during normal operating conditions. Permittees are not allowed to turn off or otherwise modify treatment systems, production processes, or change other operating or treatment conditions during WET tests.

Reporting: The permittee shall report test results on the Discharge Monitoring Report form, and also complete the "Whole Effluent Toxicity Test Report Form" (Section 6, "*State of Wisconsin Aquatic Life Toxicity Testing Methods Manual, 2nd Edition*"), for each test. The original, complete, signed version of the Whole Effluent Toxicity Test Report Form shall be sent to the Biomonitoring Coordinator, Bureau of Water Quality, 101 S. Webster St., P.O. Box 7921, Madison, WI 53707-7921, within 45 days of test completion. The Discharge Monitoring Report (DMR) form shall be submitted electronically by the required deadline.

Determination of Positive Results: An acute toxicity test shall be considered positive if the Toxic Unit - Acute (TU_a) is greater than 1.0 for either species. The TU_a shall be calculated as follows: $TU_a = 100 \div LC_{50}$. A chronic toxicity test shall be considered positive if the Toxic Unit - Chronic (TU_c) is greater than 3.0 for either species. The TU_c shall be calculated as follows: $TU_c = 100 \div IC_{25}$.

Additional Testing Requirements: Within 90 days of a test which showed positive results, the permittee shall submit the results of at least 2 retests to the Biomonitoring Coordinator on "Whole Effluent Toxicity Test Report Forms". The 90 day reporting period shall begin the day after the test which showed a positive result. The retests shall be completed using the same species and test methods specified for the original test (see the Standard Requirements section herein).

4 Land Application Requirements

4.1 Sampling Point(s)

The discharge(s) shall be limited to land application of the waste type(s) designated for the listed sampling point(s) on Department approved land spreading sites or by hauling to another facility.

| Sampling Point Designation | |
|----------------------------|---|
| Sampling Point Number | Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable) |
| 002 | Class B, liquid, anaerobically digested, dissolved air flotation and gravity belt thickened, liquid biosolids. Representative samples are taken from the sludge storage tank. |

4.2 Monitoring Requirements and Limitations

The permittee shall comply with the following monitoring requirements and limitations.

4.2.1 Sampling Point (Outfall) 002 - SLUDGE

| Monitoring Requirements and Limitations | | | | | |
|---|--------------|-----------------|------------------|-------------|----------------------------|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| PCB Total Dry Wt | Ceiling | 50 mg/kg | Once | Composite | Jan 1, 2019 - Dec 31, 2019 |
| PCB Total Dry Wt | High Quality | 10 mg/kg | Once | Composite | Jan 1, 2019 - Dec 31, 2019 |
| Solids, Total | | Percent | Annual | Composite | |
| Arsenic Dry Wt | Ceiling | 75 mg/kg | Annual | Composite | |
| Arsenic Dry Wt | High Quality | 41 mg/kg | Annual | Composite | |
| Cadmium Dry Wt | Ceiling | 85 mg/kg | Annual | Composite | |
| Cadmium Dry Wt | High Quality | 39 mg/kg | Annual | Composite | |
| Copper Dry Wt | Ceiling | 4,300 mg/kg | Annual | Composite | |
| Copper Dry Wt | High Quality | 1,500 mg/kg | Annual | Composite | |
| Lead Dry Wt | Ceiling | 840 mg/kg | Annual | Composite | |
| Lead Dry Wt | High Quality | 300 mg/kg | Annual | Composite | |
| Mercury Dry Wt | Ceiling | 57 mg/kg | Annual | Composite | |
| Mercury Dry Wt | High Quality | 17 mg/kg | Annual | Composite | |
| Molybdenum Dry Wt | Ceiling | 75 mg/kg | Annual | Composite | |
| Nickel Dry Wt | Ceiling | 420 mg/kg | Annual | Composite | |
| Nickel Dry Wt | High Quality | 420 mg/kg | Annual | Composite | |
| Selenium Dry Wt | Ceiling | 100 mg/kg | Annual | Composite | |
| Selenium Dry Wt | High Quality | 100 mg/kg | Annual | Composite | |
| Zinc Dry Wt | Ceiling | 7,500 mg/kg | Annual | Composite | |
| Zinc Dry Wt | High Quality | 2,800 mg/kg | Annual | Composite | |
| Nitrogen, Total Kjeldahl | | Percent | Annual | Composite | |
| Nitrogen, Ammonium (NH ₄ -N) Total | | Percent | Annual | Composite | |
| Phosphorus, Total | | Percent | Annual | Composite | |

| Monitoring Requirements and Limitations | | | | | |
|---|------------|-----------------|------------------|-------------|-------|
| Parameter | Limit Type | Limit and Units | Sample Frequency | Sample Type | Notes |
| Phosphorus, Water Extractable | | % of Tot P | Annual | Composite | |
| Potassium, Total Recoverable | | Percent | Annual | Composite | |

| Other Sludge Requirements | |
|---|------------------|
| Sludge Requirements | Sample Frequency |
| List 3 Requirements – Pathogen Control: The requirements in List 3 shall be met prior to land application of sludge. | Annual |
| List 4 Requirements – Vector Attraction Reduction: The vector attraction reduction shall be satisfied prior to, or at the time of land application as specified in List 4. | Annual |

4.2.1.1 List 2 Analysis

If the monitoring frequency for List 2 parameters is more frequent than "Annual" then the sludge may be analyzed for the List 2 parameters just prior to each land application season rather than at the more frequent interval specified.

4.2.1.2 Changes in Feed Sludge Characteristics

If a change in feed sludge characteristics, treatment process, or operational procedures occurs which may result in a significant shift in sludge characteristics, the permittee shall reanalyze the sludge for List 1, 2, 3 and 4 parameters each time such change occurs.

4.2.1.3 Sludge Which Exceeds the High Quality Limit

Cumulative pollutant loading records shall be kept for all bulk land application of sludge which does not meet the high quality limit for any parameter. This requirement applies for the entire calendar year in which any exceedance of Table 3 of s. NR 204.07(5)(c), is experienced. Such loading records shall be kept for all List 1 parameters for each site land applied in that calendar year. The formula to be used for calculating cumulative loading is as follows:

$[(\text{Pollutant concentration (mg/kg)} \times \text{dry tons applied/ac}) \div 500] + \text{previous loading (lbs/acre)} = \text{cumulative lbs pollutant per acre}$

When a site reaches 90% of the allowable cumulative loading for any metal established in Table 2 of s. NR 204.07(5)(b), the Department shall be so notified through letter or in the comment section of the annual land application report (3400-55).

4.2.1.4 Sludge Analysis for PCBs

The permittee shall analyze the sludge for Total PCBs one time during **2019**. The results shall be reported as "PCB Total Dry Wt". Either congener-specific analysis or Aroclor analysis shall be used to determine the PCB concentration. The permittee may determine whether Aroclor or congener specific analysis is performed. Analyses shall be performed in accordance with Table EM in s. NR 219.04, Wis. Adm. Code and the conditions specified in Standard Requirements of this permit. PCB results shall be submitted by January 31, following the specified year of analysis.

4.2.1.5 Lists 1, 2, 3, and 4

| |
|--|
| <p>List 1 TOTAL SOLIDS AND METALS</p> <p>See the Monitoring Requirements and Limitations table above for monitoring frequency and limitations for the List 1 parameters</p> |
| Solids, Total (percent) |
| Arsenic, mg/kg (dry weight) |
| Cadmium, mg/kg (dry weight) |
| Copper, mg/kg (dry weight) |
| Lead, mg/kg (dry weight) |
| Mercury, mg/kg (dry weight) |
| Molybdenum, mg/kg (dry weight) |
| Nickel, mg/kg (dry weight) |
| Selenium, mg/kg (dry weight) |
| Zinc, mg/kg (dry weight) |

| |
|--|
| <p>List 2 NUTRIENTS</p> <p>See the Monitoring Requirements and Limitations table above for monitoring frequency for the List 2 parameters</p> |
| Solids, Total (percent) |
| Nitrogen Total Kjeldahl (percent) |
| Nitrogen Ammonium (NH ₄ -N) Total (percent) |
| Phosphorus Total as P (percent) |
| Phosphorus, Water Extractable (as percent of Total P) |
| Potassium Total Recoverable (percent) |

| | | |
|---|-------------------------|--------------|
| <p>List 3 PATHOGEN CONTROL FOR CLASS B SLUDGE</p> <p>The permittee shall implement pathogen control as listed in List 3. The Department shall be notified of the pathogen control utilized and shall be notified when the permittee decides to utilize alternative pathogen control.</p> <p>The following requirements shall be met prior to land application of sludge.</p> | | |
| Parameter | Unit | Limit |
| Fecal Coliform* | MPN/gTS or CFU/gTS | 2,000,000 |
| OR, ONE OF THE FOLLOWING PROCESS OPTIONS | | |
| Aerobic Digestion | Air Drying | |
| Anaerobic Digestion | Composting | |
| Alkaline Stabilization | PSRP Equivalent Process | |
| * The Fecal Coliform limit shall be reported as the geometric mean of 7 discrete samples on a dry weight basis. | | |

List 4
VECTOR ATTRACTION REDUCTION

The permittee shall implement any one of the vector attraction reduction options specified in List 4. The Department shall be notified of the option utilized and shall be notified when the permittee decides to utilize an alternative option.

One of the following shall be satisfied prior to, or at the time of land application as specified in List 4.

| Option | Limit | Where/When it Shall be Met |
|-------------------------------|---|-------------------------------|
| Volatile Solids Reduction | ≥38% | Across the process |
| Specific Oxygen Uptake Rate | ≤1.5 mg O ₂ /hr/g TS | On aerobic stabilized sludge |
| Anaerobic bench-scale test | <17 % VS reduction | On anaerobic digested sludge |
| Aerobic bench-scale test | <15 % VS reduction | On aerobic digested sludge |
| Aerobic Process | >14 days, Temp >40°C and Avg. Temp > 45°C | On composted sludge |
| pH adjustment | >12 S.U. (for 2 hours) and >11.5 (for an additional 22 hours) | During the process |
| Drying without primary solids | >75 % TS | When applied or bagged |
| Drying with primary solids | >90 % TS | When applied or bagged |
| Equivalent Process | Approved by the Department | Varies with process |
| Injection | - | When applied |
| Incorporation | - | Within 6 hours of application |

4.2.1.6 Daily Land Application Log

| Daily Land Application Log | | |
|---|--|------------------|
| Discharge Monitoring Requirements and Limitations | | |
| <p>The permittee shall maintain a daily land application log for biosolids land applied each day when land application occurs. The following minimum records must be kept, in addition to all analytical results for the biosolids land applied. The log book records shall form the basis for the annual land application report requirements.</p> | | |
| Parameters | Units | Sample Frequency |
| DNR Site Number(s) | Number | Daily as used |
| Outfall number applied | Number | Daily as used |
| Acres applied | Acres | Daily as used |
| Amount applied | As appropriate * /day | Daily as used |
| Application rate per acre | unit */acre | Daily as used |
| Nitrogen applied per acre | lb/acre | Daily as used |
| Method of Application | Injection, Incorporation, or surface applied | Daily as used |

*gallons, cubic yards, dry US Tons or dry Metric Tons

5 Schedules

5.1 Adaptive Management Interim Limit Compliance Update

| Required Action | Due Date |
|---|------------|
| Progress Report #1: Submit the first progress report on the ability of the wastewater treatment facility to consistently meet the Adaptive Management interim effluent limit of 0.6 mg/L as a 6-month seasonal average with averaging periods of May through October and November through April. | 11/30/2018 |
| Progress Report #2: Submit the second progress report on the ability of the wastewater treatment facility to consistently meet the Adaptive Management interim effluent limit of 0.6 mg/L as a 6-month seasonal average with averaging periods of May through October and November through April. | 11/30/2019 |
| Comply with Adaptive Management Interim Limit: The Adaptive Management interim effluent limit of 0.6 mg/L as a six-month average goes into effect. The averaging periods are May through October and November through April. Compliance with the 6-month average limit is evaluated at the end of each 6-month period on April 30 and October 31 annually. | 11/01/2020 |

5.2 Mercury Pollutant Minimization Program

As a condition of the variance to the water quality based effluent limitation(s) for mercury granted in accordance with s. NR 106.145(6), Wis. Adm. Code, the permittee shall perform the following actions.

| Required Action | Due Date |
|---|------------|
| <p>Annual Mercury Progress Reports: Submit an annual mercury progress report. The annual mercury progress report shall:</p> <p>Indicate which mercury pollutant minimization activities or activities outlined in the approved Pollutant Minimization Plan have been implemented;</p> <p>Include an analysis of trends in monthly and annual total effluent mercury concentrations based on mercury sampling; and</p> <p>Include an analysis of how influent and effluent mercury varies with time and with significant loading of mercury such as loads from industries into the collection system.</p> <p>The first annual mercury progress report is to be submitted by the Due Date.</p> | 01/31/2019 |
| Annual Mercury Progress Report #2: Submit a mercury progress report as defined above. | 01/31/2020 |
| Annual Mercury Progress Report #3: Submit a mercury progress report as defined above. | 01/31/2021 |
| Annual Mercury Progress Report #4: Submit a mercury progress report as defined above. | 01/31/2022 |
| Final Mercury Report: Submit a final report documenting the success in reducing mercury concentrations in the effluent, as well as the anticipated future reduction in mercury sources and mercury effluent concentrations. The report shall summarize mercury pollutant minimization activities that have been implemented during the current permit term and state which, if any, pollutant minimization activities from the approved pollutant minimization plan were not pursued and why. The report shall include an analysis of trends in monthly and annual total effluent mercury concentrations based on mercury sampling during the current permit term. The report shall also | 06/30/2022 |

| | |
|---|--|
| <p>include an analysis of how influent and effluent mercury varies with time and with significant loading of mercury such as loads from industries into the collection system.</p> <p>If the permittee intends to re-apply for a mercury variance per s. NR 106.145, Wis. Adm. Code, for the reissued permit, a detailed pollutant minimization plan outlining the pollutant minimization activities proposed for the upcoming permit term should be submitted along with the final report.</p> | |
| <p>Annual Mercury Reports After Permit Expiration: In the event that this permit is not reissued on time, the permittee shall continue to submit annual mercury reports each year covering pollutant minimization activities implemented and mercury concentration trends.</p> | |

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6 Standard Requirements

NR 205, Wisconsin Administrative Code: The conditions in ss. NR 205.07(1) and NR 205.07(2), Wis. Adm. Code, are included by reference in this permit. The permittee shall comply with all of these requirements. Some of these requirements are outlined in the Standard Requirements section of this permit. Requirements not specifically outlined in the Standard Requirement section of this permit can be found in ss. NR 205.07(1) and NR 205.07(2).

6.1 Reporting and Monitoring Requirements

6.1.1 Monitoring Results

Monitoring results obtained during the previous month shall be summarized and reported on a Department Wastewater Discharge Monitoring Report. The report may require reporting of any or all of the information specified below under 'Recording of Results'. This report is to be returned to the Department no later than the date indicated on the form. A copy of the Wastewater Discharge Monitoring Report Form or an electronic file of the report shall be retained by the permittee.

Monitoring results shall be reported on an electronic discharge monitoring report (eDMR). The eDMR shall be certified electronically by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager, partner or proprietor that has been delegated signature authority pursuant to s. NR 205.07(1)(g)2, Wis. Adm. Code. The 'eReport Certify' page certifies that the electronic report form is true, accurate and complete.

If the permittee monitors any pollutant more frequently than required by this permit, the results of such monitoring shall be included on the Wastewater Discharge Monitoring Report.

The permittee shall comply with all limits for each parameter regardless of monitoring frequency. For example, monthly, weekly, and/or daily limits shall be met even with monthly monitoring. The permittee may monitor more frequently than required for any parameter.

6.1.2 Sampling and Testing Procedures

Sampling and laboratory testing procedures shall be performed in accordance with Chapters NR 218 and NR 219, Wis. Adm. Code and shall be performed by a laboratory certified or registered in accordance with the requirements of ch. NR 149, Wis. Adm. Code. Groundwater sample collection and analysis shall be performed in accordance with ch. NR 140, Wis. Adm. Code. The analytical methodologies used shall enable the laboratory to quantitate all substances for which monitoring is required at levels below the effluent limitation. If the required level cannot be met by any of the methods available in NR 219, Wis. Adm. Code, then the method with the lowest limit of detection shall be selected. Additional test procedures may be specified in this permit.

6.1.3 Recording of Results

The permittee shall maintain records which provide the following information for each effluent measurement or sample taken:

- the date, exact place, method and time of sampling or measurements;
- the individual who performed the sampling or measurements;
- the date the analysis was performed;
- the individual who performed the analysis;
- the analytical techniques or methods used; and
- the results of the analysis.

6.1.4 Reporting of Monitoring Results

The permittee shall use the following conventions when reporting effluent monitoring results:

- Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 0.1 mg/L, report the pollutant concentration as < 0.1 mg/L.
- Pollutant concentrations equal to or greater than the limit of detection, but less than the limit of quantitation, shall be reported and the limit of quantitation shall be specified.
- For purposes of calculating NR 101 fees, the 2 mg/l lower reporting limits for BOD₅ and Total Suspended Solids shall be considered to be limits of quantitation
- For the purposes of reporting a calculated result, average or a mass discharge value, the permittee may substitute a 0 (zero) for any pollutant concentration that is less than the limit of detection. However, if the effluent limitation is less than the limit of detection, the department may substitute a value other than zero for results less than the limit of detection, after considering the number of monitoring results that are greater than the limit of detection and if warranted when applying appropriate statistical techniques.

6.1.5 Compliance Maintenance Annual Reports

Compliance Maintenance Annual Reports (CMAR) shall be completed using information obtained over each calendar year regarding the wastewater conveyance and treatment system. The CMAR shall be submitted and certified by the permittee in accordance with ch. NR 208, Wis. Adm. Code, by June 30, each year on an electronic report form provided by the Department.

In the case of a publicly owned treatment works, a resolution shall be passed by the governing body and submitted as part of the CMAR, verifying its review of the report and providing responses as required. Private owners of wastewater treatment works are not required to pass a resolution; but they must provide an Owner Statement and responses as required, as part of the CMAR submittal.

The CMAR shall be certified electronically by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager, partner or proprietor that has been delegated signature authority pursuant to s. NR 205.07(1)(g)2, Wis. Adm. Code. The certification verifies that the electronic report is true, accurate and complete.

6.1.6 Records Retention

The permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings or electronic data records for continuous monitoring instrumentation, copies of all reports required by the permit, and records of all data used to complete the application for the permit for a period of at least 3 years from the date of the sample, measurement, report or application. All pertinent sludge information, including permit application information and other documents specified in this permit or s. NR 204.06(9), Wis. Adm. Code shall be retained for a minimum of 5 years.

6.1.7 Other Information

Where the permittee becomes aware that it failed to submit any relevant facts in a permit application or submitted incorrect information in a permit application or in any report to the Department, it shall promptly submit such facts or correct information to the Department.

6.1.8 Reporting Requirements – Alterations or Additions

The permittee shall give notice to the Department as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is only required when:

- The alteration or addition to the permitted facility may meet one of the criteria for determining whether a facility is a new source.
- The alteration or addition could significantly change the nature or increase the quantity of pollutants discharged. This notification requirement applies to pollutants which are not subject to effluent limitations in the existing permit.
- The alteration or addition results in a significant change in the permittee's sludge use or disposal practices, and such alteration, addition, or change may justify the application of permit conditions that are different from or absent in the existing permit, including notification of additional use of disposal sites not reported during the permit application process nor reported pursuant to an approved land application plan. Additional sites may not be used for the land application of sludge until department approval is received.

6.2 System Operating Requirements

6.2.1 Noncompliance Reporting

Sanitary sewer overflows and sewage treatment facility overflows shall be reported according to the 'Sanitary Sewer Overflows and Sewage Treatment Facility Overflows' section of this permit.

The permittee shall report the following types of noncompliance by a telephone call to the Department's regional office within 24 hours after becoming aware of the noncompliance:

- any noncompliance which may endanger health or the environment;
- any violation of an effluent limitation resulting from a bypass;
- any violation of an effluent limitation resulting from an upset; and
- any violation of a maximum discharge limitation for any of the pollutants listed by the Department in the permit, either for effluent or sludge.

A written report describing the noncompliance shall also be submitted to the Department's regional office within 5 days after the permittee becomes aware of the noncompliance. On a case-by-case basis, the Department may waive the requirement for submittal of a written report within 5 days and instruct the permittee to submit the written report with the next regularly scheduled monitoring report. In either case, the written report shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times; the steps taken or planned to reduce, eliminate and prevent reoccurrence of the noncompliance; and if the noncompliance has not been corrected, the length of time it is expected to continue.

A scheduled bypass approved by the Department under the 'Scheduled Bypass' section of this permit shall not be subject to the reporting required under this section.

NOTE: Section 292.11(2)(a), Wisconsin Statutes, requires any person who possesses or controls a hazardous substance or who causes the discharge of a hazardous substance to notify the Department of Natural Resources **immediately** of any discharge not authorized by the permit. **The discharge of a hazardous substance that is not authorized by this permit or that violates this permit may be a hazardous substance spill. To report a hazardous substance spill, call DNR's 24-hour HOTLINE at 1-800-943-0003.**

6.2.2 Flow Meters

Flow meters shall be calibrated annually, as per s. NR 218.06, Wis. Adm. Code.

6.2.3 Raw Grit and Screenings

All raw grit and screenings shall be disposed of at a properly licensed solid waste facility or picked up by a licensed waste hauler. If the facility or hauler are located in Wisconsin, then they shall be licensed under chs. NR 500-555, Wis. Adm. Code.

6.2.4 Sludge Management

All sludge management activities shall be conducted in compliance with ch. NR 204 "Domestic Sewage Sludge Management", Wis. Adm. Code.

6.2.5 Prohibited Wastes

Under no circumstances may the introduction of wastes prohibited by s. NR 211.10, Wis. Adm. Code, be allowed into the waste treatment system. Prohibited wastes include those:

- which create a fire or explosion hazard in the treatment work;
- which will cause corrosive structural damage to the treatment work;
- solid or viscous substances in amounts which cause obstructions to the flow in sewers or interference with the proper operation of the treatment work;
- wastewaters at a flow rate or pollutant loading which are excessive over relatively short time periods so as to cause a loss of treatment efficiency; and
- changes in discharge volume or composition from contributing industries which overload the treatment works or cause a loss of treatment efficiency.

6.2.6 Bypass

This condition applies only to bypassing at a sewage treatment facility that is not a scheduled bypass, approved blending as a specific condition of this permit, a sewage treatment facility overflow or a controlled diversion as provided in the sections titled 'Scheduled Bypass', 'Blending' (if approved), 'SSO's and Sewage Treatment Facility Overflows' and 'Controlled Diversions' of this permit. Any other bypass at the sewage treatment facility is prohibited and the Department may take enforcement action against a permittee for such occurrences under s. 283.89, Wis. Stats. The Department may approve a bypass if the permittee demonstrates all the following conditions apply:

- The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance. When evaluating feasibility of alternatives, the department may consider factors such as technical achievability, costs and affordability of implementation and risks to public health, the environment and, where the permittee is a municipality, the welfare of the community served; and
- The bypass was reported in accordance with the Noncompliance Reporting section of this permit.

6.2.7 Scheduled Bypass

Whenever the permittee anticipates the need to bypass for purposes of efficient operations and maintenance and the permittee may not meet the conditions for controlled diversions in the 'Controlled Diversions' section of this permit, the permittee shall obtain prior written approval from the Department for the scheduled bypass. A permittee's written request for Department approval of a scheduled bypass shall demonstrate that the conditions for bypassing specified in the above section titled 'Bypass' are met and include the proposed date and reason for the bypass, estimated volume and duration of the bypass, alternatives to bypassing and measures to mitigate environmental harm caused by the bypass. The department may require the permittee to provide public notification for a scheduled bypass if it is

determined there is significant public interest in the proposed action and may recommend mitigation measures to minimize the impact of such bypass.

6.2.8 Controlled Diversions

Controlled diversions are allowed only when necessary for essential maintenance to assure efficient operation. Sewage treatment facilities that have multiple treatment units to treat variable or seasonal loading conditions may shut down redundant treatment units when necessary for efficient operation. The following requirements shall be met during controlled diversions:

- Effluent from the sewage treatment facility shall meet the effluent limitations established in the permit. Wastewater that is diverted around a treatment unit or treatment process during a controlled diversion shall be recombined with wastewater that is not diverted prior to the effluent sampling location and prior to effluent discharge;
- A controlled diversion does not include blending as defined in s. NR 210.03(2e), Wis. Adm. Code, and as may only be approved under s. NR 210.12. A controlled diversion may not occur during periods of excessive flow or other abnormal wastewater characteristics;
- A controlled diversion may not result in a wastewater treatment facility overflow; and
- All instances of controlled diversions shall be documented in sewage treatment facility records and such records shall be available to the department on request.

6.2.9 Proper Operation and Maintenance

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training as required in ch. NR 114, Wis. Adm. Code, and adequate laboratory and process controls, including appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems only when necessary to achieve compliance with the conditions of the permit.

6.2.10 Operator Certification

The wastewater treatment facility shall be under the direct supervision of a state certified operator. In accordance with s. NR 114.53, Wis. Adm. Code, every WPDES permitted treatment plant shall have a designated operator-in-charge holding a current and valid certificate. The designated operator-in-charge shall be certified at the level and in all subclasses of the treatment plant, except laboratory. Treatment plant owners shall notify the department of any changes in the operator-in-charge within 30 days. Note that s. NR 114.52(22), Wis. Adm. Code, lists types of facilities that are excluded from operator certification requirements (i.e. private sewage systems, pretreatment facilities discharging to public sewers, industrial wastewater treatment that consists solely of land disposal, agricultural digesters and concentrated aquatic production facilities with no biological treatment).

6.3 Sewage Collection Systems

6.3.1 Sanitary Sewage Overflows and Sewage Treatment Facility Overflows

6.3.1.1 Overflows Prohibited

Any overflow or discharge of wastewater from the sewage collection system or at the sewage treatment facility, other than from permitted outfalls, is prohibited. The permittee shall provide information on whether any of the following conditions existed when an overflow occurred:

- The sanitary sewer overflow or sewage treatment facility overflow was unavoidable to prevent loss of life, personal injury or severe property damage;

- There were no feasible alternatives to the sanitary sewer overflow or sewage treatment facility overflow such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or preventative maintenance activities;
- The sanitary sewer overflow or the sewage treatment facility overflow was caused by unusual or severe weather related conditions such as large or successive precipitation events, snowmelt, saturated soil conditions, or severe weather occurring in the area served by the sewage collection system or sewage treatment facility; and
- The sanitary sewer overflow or the sewage treatment facility overflow was unintentional, temporary, and caused by an accident or other factors beyond the reasonable control of the permittee.

6.3.1.2 Permittee Response to Overflows

Whenever a sanitary sewer overflow or sewage treatment facility overflow occurs, the permittee shall take all feasible steps to control or limit the volume of untreated or partially treated wastewater discharged, and terminate the discharge as soon as practicable. Remedial actions, including those in NR 210.21 (3), Wis. Adm. Code, shall be implemented consistent with an emergency response plan developed under the CMOM program.

6.3.1.3 Permittee Reporting

Permittees shall report all sanitary sewer overflows and sewage treatment overflows as follows:

- The permittee shall notify the department by telephone, fax or email as soon as practicable, but no later than 24 hours from the time the permittee becomes aware of the overflow;
- The permittee shall, no later than five days from the time the permittee becomes aware of the overflow, provide to the department the information identified in this paragraph using department form number 3400-184. If an overflow lasts for more than five days, an initial report shall be submitted within 5 days as required in this paragraph and an updated report submitted following cessation of the overflow. At a minimum, the following information shall be included in the report:
 - The date and location of the overflow;
 - The surface water to which the discharge occurred, if any;
 - The duration of the overflow and an estimate of the volume of the overflow;
 - A description of the sewer system or treatment facility component from which the discharge occurred such as manhole, lift station, constructed overflow pipe, or crack or other opening in a pipe;
 - The estimated date and time when the overflow began and stopped or will be stopped;
 - The cause or suspected cause of the overflow including, if appropriate, precipitation, runoff conditions, areas of flooding, soil moisture and other relevant information;
 - Steps taken or planned to reduce, eliminate and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
 - A description of the actual or potential for human exposure and contact with the wastewater from the overflow;
 - Steps taken or planned to mitigate the impacts of the overflow and a schedule of major milestones for those steps;
 - To the extent known at the time of reporting, the number and location of building backups caused by excessive flow or other hydraulic constraints in the sewage collection system that occurred concurrently with the sanitary sewer overflow and that were within the same area of the sewage collection system as the sanitary sewer overflow; and
 - The reason the overflow occurred or explanation of other contributing circumstances that resulted in the overflow event. This includes any information available including whether the overflow was unavoidable to prevent loss of life, personal injury, or severe property damage and whether there were feasible alternatives to the overflow.

NOTE: A copy of form 3400-184 for reporting sanitary sewer overflows and sewage treatment facility overflows may be obtained from the department or accessed on the department's web site at <http://dnr.wi.gov/topic/wastewater/SSOreport.html>. As indicated on the form, additional information may be submitted to supplement the information required by the form.

- The permittee shall identify each specific location and each day on which a sanitary sewer overflow or sewage treatment facility overflow occurs as a discrete sanitary sewer overflow or sewage treatment facility overflow occurrence. An occurrence may be more than one day if the circumstances causing the sanitary sewer overflow or sewage treatment facility overflow results in a discharge duration of greater than 24 hours. If there is a stop and restart of the overflow at the same location within 24 hours and the overflow is caused by the same circumstance, it may be reported as one occurrence. Sanitary sewer overflow occurrences at a specific location that are separated by more than 24 hours shall be reported as separate occurrences; and
- A permittee that is required to submit wastewater discharge monitoring reports under NR 205.07 (1) (r) shall also report all sanitary sewer overflows and sewage treatment facility overflows on that report.

6.3.1.4 Public Notification

The permittee shall notify the public of any sanitary sewer and sewage treatment facility overflows consistent with its emergency response plan required under the CMOM (Capacity, Management, Operation and Maintenance) section of this permit and s. NR 210.23 (4) (f), Wis. Adm. Code. Such public notification shall occur promptly following any overflow event using the most effective and efficient communications available in the community. At minimum, a daily newspaper of general circulation in the county(s) and municipality whose waters may be affected by the overflow shall be notified by written or electronic communication.

6.3.2 Capacity, Management, Operation and Maintenance (CMOM) Program

- The permittee shall have written documentation of the Capacity, Management, Operation and Maintenance (CMOM) program components in accordance with s. NR 210.23(4), Wis. Adm. Code. Such documentation shall be available for Department review upon request. The Department may request that the permittee provide this documentation or prepare a summary of the permittee's CMOM program at the time of application for reissuance of the WPDES permit.
- The permittee shall implement a CMOM program in accordance with s. NR 210.23, Wis. Adm. Code.
- The permittee shall at least annually conduct a self-audit of activities conducted under the permittee's CMOM program to ensure CMOM components are being implemented as necessary to meet the general standards of s. NR 210.23(3), Wis. Adm. Code.

6.3.3 Sewer Cleaning Debris and Materials

All debris and material removed from cleaning sanitary sewers shall be managed to prevent nuisances, run-off, ground infiltration or prohibited discharges.

- Debris and solid waste shall be dewatered, dried and then disposed of at a licensed solid waste facility.
- Liquid waste from the cleaning and dewatering operations shall be collected and disposed of at a permitted wastewater treatment facility.
- Combination waste including liquid waste along with debris and solid waste may be disposed of at a licensed solid waste facility or wastewater treatment facility willing to accept the waste.

6.4 Surface Water Requirements

6.4.1 Permittee-Determined Limit of Quantitation Incorporated into this Permit

For pollutants with water quality-based effluent limits below the Limit of Quantitation (LOQ) in this permit, the LOQ calculated by the permittee and reported on the Discharge Monitoring Reports (DMRs) is incorporated by reference into this permit. The LOQ shall be reported on the DMRs, shall be the lowest quantifiable level practicable, and shall be no greater than the minimum level (ML) specified in or approved under 40 CFR Part 136 for the pollutant at the time this permit was issued, unless this permit specifies a higher LOQ.

6.4.2 Appropriate Formulas for Effluent Calculations

The permittee shall use the following formulas for calculating effluent results to determine compliance with average concentration limits and mass limits and total load limits:

Weekly/Monthly/Six-Month/Annual Average Concentration = the sum of all daily results for that week/month/six-month/year, divided by the number of results during that time period. [Note: When a six-month average effluent limit is specified for Total Phosphorus the applicable periods are May through October and November through April.]

Weekly Average Mass Discharge (lbs/day): Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the week.

Monthly Average Mass Discharge (lbs/day): Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the month.

Six-Month Average Mass Discharge (lbs/day): Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the six-month period. [Note: When a six-month average effluent limit is specified for Total Phosphorus the applicable periods are May through October and November through April.]

Annual Average Mass Discharge (lbs/day): Daily mass = daily concentration (mg/L) x daily flow (MGD) x 8.34, then average the daily mass values for the entire year.

Total Monthly Discharge: = monthly average concentration (mg/L) x total flow for the month (MG/month) x 8.34.

Total Annual Discharge: = sum of total monthly discharges for the calendar year.

12-Month Rolling Sum of Total Monthly Discharge: = the sum of the most recent 12 consecutive months of Total Monthly Discharges.

6.4.3 Effluent Temperature Requirements

Weekly Average Temperature – The permittee shall use the following formula for calculating effluent results to determine compliance with the weekly average temperature limit (as applicable): Weekly Average Temperature = the sum of all daily maximum results for that week divided by the number of daily maximum results during that time period.

Cold Shock Standard – Water temperatures of the discharge shall be controlled in a manner as to protect fish and aquatic life uses from the deleterious effects of cold shock. ‘Cold Shock’ means exposure of aquatic organisms to a rapid decrease in temperature and a sustained exposure to low temperature that induces abnormal behavior or physiological performance and may lead to death.

Rate of Temperature Change Standard – Temperature of a water of the state or discharge to a water of the state may not be artificially raised or lowered at such a rate that it causes detrimental health or reproductive effects to fish or aquatic life of the water of the state.

6.4.4 Visible Foam or Floating Solids

There shall be no discharge of floating solids or visible foam in other than trace amounts.

6.4.5 Surface Water Uses and Criteria

In accordance with NR 102.04, Wis. Adm. Code, surface water uses and criteria are established to govern water management decisions. Practices attributable to municipal, industrial, commercial, domestic, agricultural, land development or other activities shall be controlled so that all surface waters including the mixing zone meet the following conditions at all times and under all flow and water level conditions:

- a) Substances that will cause objectionable deposits on the shore or in the bed of a body of water, shall not be present in such amounts as to interfere with public rights in waters of the state.
- b) Floating or submerged debris, oil, scum or other material shall not be present in such amounts as to interfere with public rights in waters of the state.
- c) Materials producing color, odor, taste or unsightliness shall not be present in such amounts as to interfere with public rights in waters of the state.
- d) Substances in concentrations or in combinations which are toxic or harmful to humans shall not be present in amounts found to be of public health significance, nor shall substances be present in amounts which are acutely harmful to animal, plant or aquatic life.

6.4.6 Percent Removal

During any 30 consecutive days, the average effluent concentrations of BOD₅ and of total suspended solids shall not exceed 15% of the average influent concentrations, respectively. This requirement does not apply to removal of total suspended solids if the permittee operates a lagoon system and has received a variance for suspended solids granted under NR 210.07(2), Wis. Adm. Code.

6.4.7 Fecal Coliforms

The weekly and monthly limit(s) for fecal coliforms shall be expressed as a geometric mean.

6.4.8 Seasonal Disinfection

Disinfection shall be provided from May 1 through September 30 of each year. Monitoring requirements and the limitation for fecal coliforms apply only during the period in which disinfection is required. Whenever chlorine is used for disinfection or other uses, the limitations and monitoring requirements for residual chlorine shall apply. A dechlorination process shall be in operation whenever chlorine is used.

6.4.9 Whole Effluent Toxicity (WET) Monitoring Requirements

In order to determine the potential impact of the discharge on aquatic organisms, static-renewal toxicity tests shall be performed on the effluent in accordance with the procedures specified in the *"State of Wisconsin Aquatic Life Toxicity Testing Methods Manual, 2nd Edition"* (PUB-WT-797, November 2004) as required by NR 219.04, Table A, Wis. Adm. Code). All of the WET tests required in this permit, including any required retests, shall be conducted on the *Ceriodaphnia dubia* and fathead minnow species. Receiving water samples shall not be collected from any point in contact with the permittee's mixing zone and every attempt shall be made to avoid contact with any other discharge's mixing zone.

6.4.10 Whole Effluent Toxicity (WET) Identification and Reduction

Within 60 days of a retest which showed positive results, the permittee shall submit a written report to the Biomonitoring Coordinator, Bureau of Water Quality, 101 S. Webster St., PO Box 7921, Madison, WI 53707-7921, which details the following:

- A description of actions the permittee has taken or will take to remove toxicity and to prevent the recurrence of toxicity;
- A description of toxicity reduction evaluation (TRE) investigations that have been or will be done to identify potential sources of toxicity, including some or all of the following actions:
 - (a) Evaluate the performance of the treatment system to identify deficiencies contributing to effluent toxicity (e.g., operational problems, chemical additives, incomplete treatment)
 - (b) Identify the compound(s) causing toxicity
 - (c) Trace the compound(s) causing toxicity to their sources (e.g., industrial, commercial, domestic)
 - (d) Evaluate, select, and implement methods or technologies to control effluent toxicity (e.g., in-plant or pretreatment controls, source reduction or removal)
- Where corrective actions including a TRE have not been completed, an expeditious schedule under which corrective actions will be implemented;
- If no actions have been taken, the reason for not taking action.

The permittee may also request approval from the Department to postpone additional retests in order to investigate the source(s) of toxicity. Postponed retests must be completed after toxicity is believed to have been removed.

6.4.11 Reopener Clause

Pursuant to s. 283.15(11), Wis. Stat. and 40 CFR 131.20, the Department may modify or revoke and reissue this permit if, through the triennial standard review process, the Department determines that the terms and conditions of this permit need to be updated to reflect the highest attainable condition of the receiving water.

6.5 Land Application Requirements

6.5.1 Sludge Management Program Standards And Requirements Based Upon Federally Promulgated Regulations

In the event that new federal sludge standards or regulations are promulgated, the permittee shall comply with the new sludge requirements by the dates established in the regulations, if required by federal law, even if the permit has not yet been modified to incorporate the new federal regulations.

6.5.2 General Sludge Management Information

The General Sludge Management Form 3400-48 shall be completed and submitted prior to any significant sludge management changes.

6.5.3 Sludge Samples

All sludge samples shall be collected at a point and in a manner which will yield sample results which are representative of the sludge being tested, and collected at the time which is appropriate for the specific test.

6.5.4 Land Application Characteristic Report

Each report shall consist of a Characteristic Form 3400-49 and Lab Report. The Characteristic Report Form 3400-49 shall be submitted electronically by January 31 following each year of analysis.

Following submittal of the electronic Characteristic Report Form 3400-49, this form shall be certified electronically via the 'eReport Certify' page by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager, partner or proprietor that has been delegated signature authority pursuant to s. NR 205.07(1)(g)2, Wis. Adm. Code. The 'eReport Certify' page certifies that the electronic report is true, accurate and complete. The Lab Report must be sent directly to the facility's DNR sludge representative or basin engineer unless approval for not submitting the lab reports has been given.

The permittee shall use the following convention when reporting sludge monitoring results: Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 1.0 mg/kg, report the pollutant concentration as < 1.0 mg/kg .

All results shall be reported on a dry weight basis.

6.5.5 Calculation of Water Extractable Phosphorus

When sludge analysis for Water Extractable Phosphorus is required by this permit, the permittee shall use the following formula to calculate and report Water Extractable Phosphorus:

Water Extractable Phosphorus (% of Total P) =

$$[\text{Water Extractable Phosphorus (mg/kg, dry wt)} \div \text{Total Phosphorus (mg/kg, dry wt)}] \times 100$$

6.5.6 Monitoring and Calculating PCB Concentrations in Sludge

When sludge analysis for "PCB, Total Dry Wt" is required by this permit, the PCB concentration in the sludge shall be determined as follows.

Either congener-specific analysis or Aroclor analysis shall be used to determine the PCB concentration. The permittee may determine whether Aroclor or congener specific analysis is performed. Analyses shall be performed in accordance with the following provisions and Table EM in s. NR 219.04, Wis. Adm. Code.

- EPA Method 1668 may be used to test for all PCB congeners. If this method is employed, all PCB congeners shall be delineated. Non-detects shall be treated as zero. The values that are between the limit of detection and the limit of quantitation shall be used when calculating the total value of all congeners. All results shall be added together and the total PCB concentration by dry weight reported. **Note:** It is recognized that a number of the congeners will co-elute with others, so there will not be 209 results to sum.
- EPA Method 8082A shall be used for PCB-Aroclor analysis and may be used for congener specific analysis as well. If congener specific analysis is performed using Method 8082A, the list of congeners tested shall include at least congener numbers 5, 18, 31, 44, 52, 66, 87, 101, 110, 138, 141, 151, 153, 170, 180, 183, 187, and 206 plus any other additional congeners which might be reasonably expected to occur in the particular sample. For either type of analysis, the sample shall be extracted using the Soxhlet extraction (EPA Method 3540C) (or the Soxhlet Dean-Stark modification) or the pressurized fluid extraction (EPA Method 3545A). If Aroclor analysis is performed using Method 8082A, clean up steps of the extract shall be performed as necessary to remove interference and to achieve as close to a limit of detection of 0.11 mg/kg as possible. Reporting protocol, consistent with s. NR 106.07(6)(e), should be as follows: If all Aroclors are less than the LOD, then the Total PCB Dry Wt result should be reported as less than the highest LOD. If a single Aroclor is detected then that is what should be reported for the Total PCB result. If multiple Aroclors are detected, they should be summed and reported as Total PCBs. If congener specific analysis is done using Method 8082A, clean up steps of the extract shall be performed as necessary to remove interference and to achieve as close to a limit of detection of 0.003

mg/kg as possible for each congener. If the aforementioned limits of detection cannot be achieved after using the appropriate clean up techniques, a reporting limit that is achievable for the Aroclors or each congener for the sample shall be determined. This reporting limit shall be reported and qualified indicating the presence of an interference. The lab conducting the analysis shall perform as many of the following methods as necessary to remove interference:

| | |
|------------------------|---|
| 3620C – Florisil | 3611B - Alumina |
| 3640A - Gel Permeation | 3660B - Sulfur Clean Up (using copper shot instead of powder) |
| 3630C - Silica Gel | 3665A - Sulfuric Acid Clean Up |

6.5.7 Annual Land Application Report

Land Application Report Form 3400-55 shall be submitted electronically by January 31, each year whether or not non-exceptional quality sludge is land applied. Non-exceptional quality sludge is defined in s. NR 204.07(4), Wis. Adm. Code. Following submittal of the electronic Annual Land Application Report Form 3400-55, this form shall be certified electronically via the ‘eReport Certify’ page by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager, partner or proprietor that has been delegated signature authority pursuant to s. NR 205.07(1)(g)2, Wis. Adm. Code. The ‘eReport Certify’ page certifies that the electronic report form is true, accurate and complete.

6.5.8 Other Methods of Disposal or Distribution Report

The permittee shall submit electronically the Other Methods of Disposal or Distribution Report Form 3400-52 by January 31, each year whether or not sludge is hauled, landfilled, incinerated, or exceptional quality sludge is distributed or land applied. Following submittal of the electronic Report Form 3400-52, this form shall be certified electronically via the ‘eReport Certify’ page by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager, partner or proprietor that has been delegated signature authority pursuant to s. NR 205.07(1)(g)2, Wis. Adm. Code. The ‘eReport Certify’ page certifies that the electronic report form is true, accurate and complete.

6.5.9 Approval to Land Apply

Bulk non-exceptional quality sludge as defined in s. NR 204.07(4), Wis. Adm. Code, may not be applied to land without a written approval letter or Form 3400-122 from the Department unless the Permittee has obtained permission from the Department to self approve sites in accordance with s. NR 204.06 (6), Wis. Adm. Code. Analysis of sludge characteristics is required prior to land application. Application on frozen or snow covered ground is restricted to the extent specified in s. NR 204.07(3) (1), Wis. Adm. Code.

6.5.10 Soil Analysis Requirements

Each site requested for approval for land application must have the soil tested prior to use. Each approved site used for land application must subsequently be soil tested such that there is at least one valid soil test in the four years prior to land application. All soil sampling and submittal of information to the testing laboratory shall be done in accordance with UW Extension Bulletin A-2100. The testing shall be done by the UW Soils Lab in Madison or Marshfield, WI or at a lab approved by UW. The test results including the crop recommendations shall be submitted to the DNR contact listed for this permit, as they are available. Application rates shall be determined based on the crop nitrogen recommendations and with consideration for other sources of nitrogen applied to the site.

6.5.11 Land Application Site Evaluation

For non-exceptional quality sludge, as defined in s. NR 204.07(4), Wis. Adm. Code, a Land Application Site Request Form 3400-053 shall be submitted to the Department for the proposed land application site. The Department will

evaluate the proposed site for acceptability and will either approve or deny use of the proposed site. The permittee may obtain permission to approve their own sites in accordance with s. NR 204.06(6), Wis. Adm. Code.

6.5.12 Class B Sludge: Fecal Coliform Limitation

Compliance with the fecal coliform limitation for Class B sludge shall be demonstrated by calculating the geometric mean of at least 7 separate samples. (Note that a Total Solids analysis must be done on each sample). The geometric mean shall be less than 2,000,000 MPN or CFU/g TS. Calculation of the geometric mean can be done using one of the following 2 methods.

Method 1:

$$\text{Geometric Mean} = (X_1 \times X_2 \times X_3 \dots \times X_n)^{1/n}$$

Where X = Coliform Density value of the sludge sample, and where n = number of samples (at least 7)

Method 2:

$$\text{Geometric Mean} = \text{antilog}[(X_1 + X_2 + X_3 \dots + X_n) \div n]$$

Where X = log₁₀ of Coliform Density value of the sludge sample, and where n = number of samples (at least 7)

Example for Method 2

| Sample Number | Coliform Density of Sludge Sample | log ₁₀ |
|---------------|-----------------------------------|-------------------|
| 1 | 6.0 x 10 ⁵ | 5.78 |
| 2 | 4.2 x 10 ⁶ | 6.62 |
| 3 | 1.6 x 10 ⁶ | 6.20 |
| 4 | 9.0 x 10 ⁵ | 5.95 |
| 5 | 4.0 x 10 ⁵ | 5.60 |
| 6 | 1.0 x 10 ⁶ | 6.00 |
| 7 | 5.1 x 10 ⁵ | 5.71 |

The geometric mean for the seven samples is determined by averaging the log₁₀ values of the coliform density and taking the antilog of that value.

$$(5.78 + 6.62 + 6.20 + 5.95 + 5.60 + 6.00 + 5.71) \div 7 = 5.98$$

$$\text{The antilog of } 5.98 = 9.5 \times 10^5$$

6.5.13 Class B Sludge: Anaerobic Digestion

Treat the sludge in the absence of air for a specific mean cell residence time at a specific temperature. Values for the mean cell residence time and temperature shall be between 15 days at 35° C to 55° C and 60 days at 20° C. Straight-line interpolation to calculate mean cell residence time is allowable when the temperature falls between 35° C and 20° C.

6.5.14 Class B Sludge - Vector Control: Injection

No significant amount of the sewage sludge shall be present on the land surface within one hour after the sludge is injected.

7 Summary of Reports Due

FOR INFORMATIONAL PURPOSES ONLY

| Description | Date | Page |
|--|---|------|
| Adaptive Management Interim Limit Compliance Update -Progress Report #1 | November 30, 2018 | 14 |
| Adaptive Management Interim Limit Compliance Update -Progress Report #2 | November 30, 2019 | 14 |
| Adaptive Management Interim Limit Compliance Update -Comply with Adaptive Management Interim Limit | November 1, 2020 | 14 |
| Mercury Pollutant Minimization Program -Annual Mercury Progress Reports | January 31, 2019 | 14 |
| Mercury Pollutant Minimization Program -Annual Mercury Progress Report #2 | January 31, 2020 | 14 |
| Mercury Pollutant Minimization Program -Annual Mercury Progress Report #3 | January 31, 2021 | 14 |
| Mercury Pollutant Minimization Program -Annual Mercury Progress Report #4 | January 31, 2022 | 14 |
| Mercury Pollutant Minimization Program -Final Mercury Report | June 30, 2022 | 15 |
| Mercury Pollutant Minimization Program -Annual Mercury Reports After Permit Expiration | See Permit | 15 |
| Compliance Maintenance Annual Reports (CMAR) | by June 30, each year | 17 |
| General Sludge Management Form 3400-48 | prior to any significant sludge management changes | 25 |
| Characteristic Form 3400-49 and Lab Report | by January 31 following each year of analysis | 26 |
| Land Application Report Form 3400-55 | by January 31, each year whether or not non-exceptional quality sludge is land applied | 27 |
| Other Methods of Disposal or Distribution Report Form 3400-52 | by January 31, each year whether or not sludge is hauled, landfilled, incinerated, or exceptional quality sludge is distributed or land applied | 27 |
| Wastewater Discharge Monitoring Report | no later than the date | 16 |

| | | |
|--|-----------------------|--|
| | indicated on the form | |
|--|-----------------------|--|

Report forms shall be submitted electronically in accordance with the reporting requirements herein. Any facility plans or plans and specifications for municipal, industrial, industrial pretreatment and non industrial wastewater systems shall be submitted to the Bureau of Water Quality, P.O. Box 7921, Madison, WI 53707-7921. All other submittals required by this permit shall be submitted to:

Southeast Region - Waukesha, 141 NW Barstow St., Room 180, Waukesha, WI 53188

DRAFT



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Resignation of Utilities Committee Citizen Member Alan Staats

Following the October 16, 2017 meeting of the Stoughton Utilities Committee, Citizen Member Alan Staats submitted his resignation from the committee. Mr. Staats' became a member of the committee in May 2012, and his current term ran through April 2018.

Mayor Olson appointed Kym Ackerman as the replacement Citizen Member to serve for the remainder of the current term, and on December 12, 2017, this appointment was confirmed by the Stoughton Common Council.

Encl.

Brian Hoops

From: Staats, Alan <astaats@atcllc.com>
Sent: Wednesday, October 18, 2017 9:31 AM
To: Robert Kardasz; Donna Olson
Subject: Resignation from Utilities Committee

Bob,

As I mentioned at our last committee meeting, I will be taking a new position at ATC and will no longer be able to be a member of the Utilities Committee. I will be working shift work and will miss more meetings than what I could attend. I could possibly attend the meeting in January if you can't find someone to replace me by then but that would be the last meeting for sure. I will assume that you will be able to find and appoint someone before January so I won't plan on attending the meeting in January unless you tell me different. Thanks for giving me the opportunity to be a member of the Committee. I learned a lot and enjoyed the time I was on.

Sincerely,

Alan Staats



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018
To: Stoughton Utilities Committee
From: Brian R. Hoops
Stoughton Utilities Assistant Director

Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities Round-Up Program

On February 20, 2006, the Stoughton Utilities Committee approved the Round-Up Program for our customers. Under this program, when a Stoughton Utilities customer voluntarily enrolls, they agree to “Round-Up” their utilities bill to the next highest dollar amount. A summary of the tax-deductible contribution is provided on the customer bill each January. Each of the current 330 program participants will contribute an average of \$6.00 per year, and funds will be raised each year to be awarded by the Stoughton Utilities Committee bi-annually to qualifying applicants that register with us to allow our customers to support local charities, and individuals.

On July 14, 2008, the Stoughton Utilities Committee established the following additional qualifying criteria: Qualifying applicants include individuals providing community service, community service organizations, organizations providing disaster relief, educational organizations, organizations providing service to youth, and advocates for the environment. Such applicants must apply or reapply annually in writing, and applicants may only be eligible as a recipient once each calendar year.

Qualifying applications for funds collected during the 2017 calendar year are enclosed from the following candidates:

| | | |
|------------------------------------|---|------------------------------|
| Dane County Humane Society | Eyes of Hope Stoughton, Inc. | FolksWagons |
| Fox Prairie Working for Kids | Friends of the Stoughton Public Library | PEPartnership |
| RSVP of Dane County, Inc. | Stoughton Area Resource Team (START) | Stoughton Area Senior Center |
| Stoughton Community Farmers Market | Stoughton Food Pantry | Stoughton Lacrosse |
| Stoughton Parks & Recreation | Stoughton United Methodist Food Pantry | Stoughton United Ministries |
| Stoughton Village Players | Sustainable Stoughton | Three Gaits, Inc. |
| VSA Wisconsin, Inc. | | |

It is requested that the Stoughton Utilities Committee donate \$1,000 from the 2017 SU Round-Up Program fund to the applicant of your choice at the January 2018 meeting.

Past recipients of Round-Up Funds include:

| | | |
|-------------------|--|-----------------|
| June 18, 2007 | Friends of the Stoughton Area Youth Center | \$1,000 |
| December 14, 2007 | Friends of the Stoughton Area Youth Center | \$550 |
| January 14, 2008 | Shalom Holistic Health Services | \$550 |
| June 16, 2008 | American Legion Post 59 | \$1,100 |
| December 15, 2008 | Stoughton Wellness Coalition | \$1,100 |
| July 20, 2009 | Martin Luther Christian School | \$1,100 |
| February 15, 2010 | Friends of the Stoughton Area Youth Center | \$1,100 |
| June 15, 2010 | Stoughton Lions and Lionesses Clubs | \$1,100 |
| December 20, 2010 | Stoughton Wellness Coalition | \$550 |
| | Stoughton Holiday Fund | \$550 |
| June 20, 2011 | American Cancer Society Relay For Life | \$600 |
| | Friends of the Stoughton Public Library | \$600 |
| | American Legion Post 59 | \$600 |
| January 16, 2012 | Stoughton Holiday Fund | \$1,500 |
| July 16, 2012 | Stoughton Area Resource Team | \$1,100 |
| January 14, 2013 | American Legion Post 59 | \$1,100 |
| July 15, 2013 | Friends of the Stoughton Public Library | \$1,100 |
| January 21, 2014 | Stoughton United Ministries | \$1,100 |
| June 16, 2014 | Stoughton Area Resource Team | \$900 |
| January 20, 2015 | Folks Wagons, Inc. | \$1,200 |
| July 7, 2015 | PEPartnership | \$1,000 |
| January 19, 2016 | River Bluff Middle School – Trees for Tomorrow | \$1,000 |
| July 18, 2016 | Stoughton Area Resource Team, Inc. (START) | \$1,000 |
| January 17, 2017 | PEPantry | \$1,000 |
| July 17, 2017 | Friends of Lake Kegonsa Society (FOLKs) | \$1,000 |
| | Total: | \$23,500 |



Dane County Humane Society

Kim Jensen

Community Fundraising Specialist

kjensen@giveshelter.org
608.838.0413 x 118

5132 Voges Road
Madison, WI 53718
giveshelter.org

STOUGHTON UTILITIES

JAN 23 2017

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Stoughton Utilities

600 South Fourth Street • PO Box 383 • Stoughton, WI 53589

stoughtonutilities.com • (608) 873-3379

Serving Electric, Water & Wastewater Since 1886

Application for Funds from RoundUP Program Donation

Organization Name: Dane County Humane Society Phone #: 608-838-0413 x118

Organization Address: 5132 Voges Rd, Madison, WI 53718

Name of Individual Submitting Application: Kim Jensen

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? All funds received from Stoughton Utilities will be used for general shelter costs. This could include, but not limited to, spay + neuter surgeries, food for shelter animals, and/or medical supplies for follow-up care.

What are the benefits to the Stoughton Community? As an open-admission shelter, DCHS accepts animals that need assistance no matter their age, health status, or temperament. We are committed to saving all animals in Dane County, including wildlife too. We also host a variety of community programs including humane education and Community Dog Day, where we are able to provide no-cost veterinary care.

What other information would you like to share? Approximately, 8,000 animals pass through our doors every year. In 2016, we reunited 733 pets with their owners, found forever homes for 1,192 dog + 1627 cats, →

Applicant Signature: Kim Jensen

Date: 1/16/17

Applicant Signature: _____

Date: _____

-and treated 3,280 injured or orphaned wild animals in our Four Lakes Wildlife Center. We would not be able to do this life-saving work without community support!

JAN 30 2017

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Application for Funds from RoundUP Program Donation

Organization Name: Eyes of Hope Stoughton Inc. Phone #: 1-815-298-1567Organization Address: 324 Lowell St., Stoughton, WI 53589Name of Individual Submitting Application: Laura Roeven + Elyse TebonAre you a non-profit organization? Yes No Type of Request: Personal Group Community

How will the funds be used?

< The funds will be utilized for providing weekly after school activities for male + female youth, grades 9-12, who live in the Stoughton Area School District. The activities include preparing healthy meals together, crafts, some field trips, + an annual retreat. Additionally, some funds will be applied toward the cost of additional insurance to cover the liability for the participants + those affiliated with EOH.

What are the benefits to the Stoughton Community?

< The mission of EOH is to provide youth with after school programs that advance their academic + social development encouraging them to become lifelong contributors to the community + the world. Two programs under EOH: Girl-2-Girl + GuySquad, are designed to help youth develop strength, confidence, honesty, + service by creating a close-knit community for youth to discover + celebrate their true selves. Meeting with adult mentors each week at the United Methodist Church of Stoughton, the youth find it to be a safe space for discussing significant topics + achieving goals.

What other information would you like to share?

< Please note the attached recent newspaper articles written about Eyes of Hope. This also will explain the program, activities, + mission with photographs to be added. Thank you!

Applicant Signature: [Signature]Date: 1/28/2017Applicant Signature: Laura RoevenDate: 1/28/2017



Photo by Samantha Christian

High school members of the Girl-2-Girl and Guy Squad groups met jointly on Dec. 12 in the basement of Stoughton United Methodist Church for holiday-themed activities. From left, Stoughton High School freshman Emily Symes holds a carrot on her nose while senior Tyrees Scott and freshman Rachel Rogers wrap Symes in toilet paper to look like a snowman.

Creating a community

Eyes of Hope groups meet weekly for activities, conversation

SAMANTHA CHRISTIAN

Unified Newspaper Group

A group of high school students is creating a community outside of the classroom.

They've been meeting in a church basement once a week after school to make meals, play games and talk about life as part of the Girl-2-Girl and Guy Squad programs run by a local nonprofit. Eyes of Hope Stoughton, Inc., uses the groups to provide

relationship-building opportunities for high-school aged kids and adult mentors from Stoughton.

Some who attend the programs do so because they feel understood in the company of others who also may be struggling in school, with friends or at home. The programs help the teens build self-esteem, set and achieve goals and make healthy lifestyle choices.

What's next?

Read about the teens and mentors that are part of both of the Eyes of Hope groups in upcoming issues of the Hub:

Girl-2-Girl: Jan. 12

Guy Squad: Jan. 19

Turn to **Hope**/Page 5



Photo by Samantha Christian

Laura Roeven, one of the founders of Eyes of Hope Stoughton, Inc., passes around a teddy bear while sharing her "high and low of the day" Dec. 12, during a joint meeting with the Girl-2-Girl and Guy Squad programs at Stoughton United Methodist Church.

Hope: All-volunteer projects connect area youths, mentors

Continued from page 1

Laura Roeven, who helped start EOH nearly a decade ago, said those who join often learn of the group through word of mouth or get invited by their classmates, friends or siblings since the programs are not affiliated with or advertised by the Stoughton Area School District.

"There's no bureaucracy," she said. "It's purely programming and relationships."

The Girl-2-Girl group is in its ninth year, and EOH added another version of the program this year for boys called Guy Squad. Both programs are for kids in grades 9-12, and they meet in their respective groups across the street from Stoughton High School at Stoughton United Methodist Church from 3:30-5 p.m. Mondays (for girls) and Wednesdays (for guys) during the school year.

"Because it's all volunteer-based, it's a really sustainable project," Roeven said. "I think that's what makes our programs different and unique."

As an umbrella organization, EOH is eligible for grants and other funding for its programs. Still, Roeven said the group has welcomed donations from the community, like supplies for crafts or ingredients for meals.

Roeven has been making connections on behalf of EOH while attending various nonprofit conferences and the YWCA Racial Justice Summit, and she has even been invited to speak about Girl-2-Girl and student-led refugee solutions at UW-Madison's 4W Summit on Women, Gender and Well-being in April. Also that month, Roeven hopes to hold a community leadership night with both the girl and guy groups, as well as the mayor, police chief, fire chief and some local business leaders.

"My goal for doing this is to have an example and an experience where the teens of both programs are

About the nonprofit

Name: Eyes of Hope Stoughton, Inc.

Mission: Provide young people with after school and summer programs that advance their academic and social development and to encourage them to become lifelong contributors to the community and the world.

Purpose: Encourage the development of strength, confidence, honesty, and service by creating a close-knit community where girls and guys can discover and celebrate their true selves.

Programs: Girl-2-Girl and Guy Squad for high-school aged kids in Stoughton

Activities: Group discussion, art projects, games, cooking, guest speakers, games, community service, field trips, outside activities, annual retreat

Website: eyesofhopestoughton.blogspot.com

Contact: Laura Roeven at laura.roeven@tds.net or 815-298-1567

able to speak freely and feel empowered," she said. "And my (hope) for the community leaders (is they) remember that teens are such an important asset to our community."

Space to share

Eyes of Hope aims to create a "safe place for young people to discover their own voice ... and learn how to share it with the world," according to its website, but that happens in more than just the donated space of the church.

Other weeks they take field trips and experience something new together, like laser tagging, canoeing or visiting the State Capitol.

But each meeting always

starts the same: sharing highs and lows.

Teens and mentors take turns saying one positive and negative of their day, followed by answering a new weekly question, which often sparks a candid conversation around the table. For many, their high of the day is coming to the group.

Just before winter break, the girl and guy groups met together to decorate cookies and participate in holiday-themed charades and relay races. They also talked about their favorite holiday movie and had some laughs sharing what they think is the ugliest ornament on their tree.

But sometimes heavier

topics, like mental health and education, come up.

"They are very open, and I think that is, for me, the biggest gift of being (a) mentor," Roeven said. "Not only can I share my vulnerabilities, but the safety and support that we feel in the group allows them to share."

While what is said in the group is kept confidential, Roeven and other mentors can direct teens to local resources if they or someone they know needs help.

"It is a great place to be known and get to know others," she said. "All of our volunteers really have a heart for youth."

Since the groups are small (typically less than 10 members), at some meetings there are more mentors than teens, which Roeven sees as a strength of EOH.

"We have such a high adult to kid ratio; that's really unusual with youth programming," she said. "There's always someone to listen and offer perspective, but also receive perspective."

Once people step into the church basement, Roeven said there is "no social hierarchy."

"It's really nonjudgmental and equal," she said. "Everybody there cares about each other."

Contact Samantha Christian at samantha.christian@wcinet.com.



The **Stoughton**

Courier

Thursday, January 12, 2017 • Vol. 135, No. 25 • Stoughton, WI • Co

Stirring up friends

Girl-2-Girl blends generations with weekly talk

SAMANTHA CHRISTIAN

Unified Newspaper Group

Chopping vegetables and grating cheese, a group of high-school aged girls talked and giggled with adult mentors while making tacos Monday in the basement of Stoughton United Methodist Church.

The ladies meet there weekly for Girl-2-Girl, one of the after-school programs organized by Eyes of Hope Stoughton, Inc., a local nonprofit. And every other week the group members chat in the kitchen as they cook a meal.

"They're putting leaves in the meat!" one of the girls said, pointing to the stove.

The "leaves" were actually spinach greens that Tracy Markle, who led the cooking activity, asked Stoughton High School freshman Emily Symes to mix in with the beef for added nutrients.

SHS sophomore Serena Segebarth reached into the bag and took a bite.

"It tastes like I just pulled that off a tree," she joked.

Laura Roeven, one of the program's founders, said cooking with the mentors is a way for the girls to explore different foods and nutritional options in a comfortable environment.

"The mentors and the students brainstorm together to come up with



Girl-2-Girl: 'Safe, supported' place for teens and mentors to meet

Continued from page 1

is the kids are so open and seem to feel safe and supported," Reedy said.

For some, like SHS junior Sierra Murphy, who has been coming to the program since freshman year, Girl-2-Girl is "life-changing."

"It's like a second family," Murphy said. "The mentors are there to talk if you have a bad day."

New experiences

Volunteer mentors contribute to the programming for Girl-2-Girl by coming up with ideas and carrying out meals, field trips, crafts and other activities.

For example, Roeven printed out a quote about gratitude from Pinterest and had the girls glue it onto Tic-Tac boxes for a Thanksgiving craft project. Then as a group they shared who they were thankful for, and they were asked to give the decorated box to the person they talked about.

The group also goes on field trips. Excursions so far this school year include riding BCycles along the lake in Madison, making s'mores at Lake Kegonsa State Park and visiting the State Capitol and going to Noodles and Company downtown for dinner.

"That was a great bonding trip," Roeven said of the Capitol visit.

The girls told her they thought the trip to Madison was "awesome," and some couldn't remember the last time they "got out of Stoughton."

"It's fun to be able to provide just a breath of fresh air, a different perspective and a different experience than our students might not normally have and be able to share it together," Roeven said.

SHS freshman Kayle Moore said she enjoys going to new places and trying new things with the other girls.

"It's something to do, because a lot of times I get really bored," Moore said.

Murphy said she would recommend Girl-2-Girl to anyone.

"For no cost you get food and can enjoy time with people your age," Murphy said.

Building relationships

The relationships the girls build with each other often extend past the outings and church basement.

"Over the years I have students who make connections to sit by them at lunch (at school) or do something with them over the weekend," Roeven said.

The girls appreciate being able to connect with people face-to-face rather than through social media or texting.

"We're able to learn things and make new friends," Moore said.

Many of the girls feel they can talk freely without judgment at Girl-2-Girl.

"Everybody's nice," added SHS



Photo by Samantha Christian

Girl-2-Girl mentor Laura Roeven and SHS sophomore Benay Crawford make s'mores at Lake Kegonsa State Park on Sept. 26. As always, they started their meeting by sharing their "highs and lows" of the day. For Crawford, her high was being at the park, and her low was not getting enough sleep.



Photo submitted

Sierra Murphy and Summer Storzczynski work on a pottery project in November during Girl-2-Girl.

freshman Rachel Rogers.

First-year mentor Kitty Gilbert feels like the "support is mutual" and that conversations happen "organically."

When Gilbert first mentioned her partner and other personal matters during group discussion, she was grateful to be met with acceptance rather than shock from the kids.

"I enjoy sitting with young people and listening if they have questions," she said.

Gilbert said she encourages the girls to stand up and take responsibility for themselves, especially when faced with problems about finances, school and relationships. "It takes courage to find a

solution," she said.

As Girl-2-Girl moves into the second half of the school year, Roeven said the focus of the program, as well as the Guy Squad for boys, is to "inspire greater and brighter goals for their future," which includes college.

"I would like to continue nurturing and supporting all of the students to keep college on their radar," Roeven said, which includes providing them with resources to do college visits and complete applications.

"And to bridge whatever is keeping them from their next step to their highest potential," she added. "That's kind of always present in our groups."

Get involved

Join

High school-aged girls who live in Stoughton are encouraged to join Girl-2-Girl. The after-school program meets from 3:30-5 p.m. Mondays during the school year at Stoughton United Methodist Church, 525 Lincoln Ave. Those interested can show up at a meeting and take home paperwork to fill out with parents and return the following week.

Mentor

Adults who live in Stoughton who are interested in becoming a mentor should contact Laura Roeven at laura.roeven@tds.net or 815-298-1567.

Donate

Girl-2-Girl relies on donations and grants from community foundations. Craft and cooking nights generally cost around \$40 total, so monetary and supply/ingredient donations are welcome. For information, visit eyesofhopestoughton.blogspot.com.

Contact Samantha Christian at samantha.christian@wcinet.com.

Getting its start

The Girl-2-Girl program began nine years ago when neighboring homeschool parents Laura Roeven and Amy Warner established the local nonprofit, Eyes of Hope Stoughton, Inc.

When Warner had finished working at the Stoughton Area Youth Center as an AmeriCorps volunteer and later as the youth center's assistant manager, the girls there had aged out of the after-school program and were looking for something to do to keep busy.

"They left in May 2008 and in June they were showing up at my front door," Warner said.

"The girls literally went to Amy's doorstep and said, 'Alright, now what? We're not done yet,'" Roeven added.

So Warner and Roeven decided that setting up a nonprofit, EOH, would be the best way to support youth programming through grants and individual contributors.

They asked the girls what they'd like out of a program, and time with the mentors was most important to them.

"They want to be known," Roeven said.

The Girl-2-Girl program started in Warner's home in fall 2008, but transportation was an issue. To make it easier for the girls to attend, the following year the program moved to a donated space across the street from Stoughton High School at Stoughton United Methodist Church.

The group has met there weekly during the school year ever since.

Warner said in her six years with Girl-2-Girl, the size of the group has varied from about five to a dozen girls. The program started with seven, most of whom were starting their freshman year of high school.

"The girls knew each other but weren't necessarily close friends," Warner said. "But by the time they graduated they became a lot closer and more like a community."

— Samantha Christian

Girl-2-Girl mentors

Kitty Gilbert

Tracy Markle

Gillian Reedy

Laura Roeven

Elyse Tebon

JAN 18 2017

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STOUGHTON, WI



Stoughton Utilities

600 South Fourth Street • PO Box 383 • Stoughton, WI 53589
stoughtonutilities.com • (608) 873-3379
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Application for Funds from RoundUP Program Donation

Organization Name: FOLKS WAGONS Phone #: 608-576-7003

Organization Address: 1567 WILLIAMS DR STOUGHTON, WI. 53589

Name of individual Submitting Application: JEFF ZARTH

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? CAR
WE PROVIDE PARTS + SERVICE TO REPAIR
CARS OF THOSE IN NEED IN THE STOUGHTON SCHOOL
DISTRICT. IF WE CAN'T REPAIR A CAR, OR THE
RECIPIENT QUALIFIES FOR A CAR ~~AND~~ AND DOESN'T
HAVE ONE, WE PURCHASE A USED DEPENDABLE CAR
+ CONTINUE TO PROVIDE MAINTENANCE AS LONG AS NEEDED.

What are the benefits to the Stoughton Community? WE HELP PROVIDE STOUGHTON
RESIDENTS WITH TRANSPORTATION TO GET TO WORK,
MEDICAL APPOINTMENTS, OR SCHOOL. WE ACCEPT
REFERRALS FROM LOCAL SOCIAL SERVICE AGENCIES
INCLUDING STOUGHTON SENIOR CENTER, ST VINCENT DE PAUL,
LOCAL CHURCHES, DANE CO HUMAN SERVICES, AND STOUGHTON POLICE.

What other information would you like to share? OUR GOAL IS TO GIVE
OTHERS A HAND UP TO HELP THEM REGAIN
OR MAINTAIN INDEPENDENCE. WE HAVE GIVEN AWAY
67 CARS SINCE 2000.

Applicant Signature: [Signature]

Date: 1/13/17

Applicant Signature: [Signature]

Date: 1/13/17

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Stoughton Utilities

600 South Fourth Street • PO Box 383 • Stoughton, WI 53589
stoughtonutilities.com • (608) 873-3379
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Application for Funds from RoundUP Program Donation

Organization Name: Fox Prairie Working for Kids, PTO Inc. **Phone #:** 608-279-8344

Organization Address: 1601 W. South Street

Name of Individual Submitting Application: Derek Westby


Are you a non-profit organization? Yes XXXXXXX No

Type of Request: Personal Group XXXXXXX Community

How will the funds be used? To benefit the students, staff and faculty at Fox Prairie Elementary School through events, donations and rewards and to fill the gap in the budget to allow special arts related programs.

What are the benefits to the Stoughton Community? This helps build the love of learning and school to the students in the Fox Prairie area of Stoughton.

What other information would you like to share?

Applicant Signature: 

Date:

Applicant Signature:

Date:



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Application for Funds from RoundUP Program Donation

Organization Name: Friends of The Stoughton Public Library Phone #: 608 873-4050

Organization Address: 2364 Jackson St #186 Stoughton WI 53589

Name of Individual Submitting Application: Jeanne Burt, Treasurer

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? Funds would be donated to the Stoughton Public Library to assist them in fulfilling their mission of educating, enriching, empowering and engaging the Stoughton community by supporting programs for all age groups, purchasing large print books, movies/dvds/books for the Lucky Day rental program, The Wish Tree, AV replacements and print replacements.

What are the benefits to the Stoughton Community? The Friends help to promote the library services, materials and facilities for the Stoughton community and the broadest possible use of the library. Friends donations to the library assist in upgrades to services, materials and programming. Through the assistance of the Friends, the library enables community members to access information and resources outside of the community that they may not otherwise have access to e.g. Internet, newspapers, magazines, books, movies.
What other information would you like to share?

Applicant Signature: Jeanne Burt

Date: 2/13/2017

Applicant Signature: _____

Date: _____

Thank you for this opportunity!

The Friends of the Stoughton Public Library

2364 Jackson Street #186
Stoughton WI 53589
Telephone: 608.873.4050
www.stoughtonpubliclibrary.org

2017 Friends Fundraisers

March, 2017

Greetings,

The Friends of the Stoughton Public Library is a non-profit organization that works throughout the year to raise money to support the Stoughton Public Library. As a result of our 2016 fundraising efforts, we were able to present the Stoughton Public Library with a \$12,000 donation.

The Library uses our donation to fund programs, materials and special projects offered to the community. For example, programs for all age groups, the children's summer reading program, large print books, the Wish Tree, movies/DVDs/books for the Lucky Day rental program, and more.

The Friends Spring and Fall Fundraisers are our primary fundraising events. The most popular and critical components of these events are our raffles highlighting gifts donated by Stoughton businesses.

Would you please consider making a donation to these Friends' events? Your business will be acknowledged at the event, in our newsletter and on our website. Tax-deductible donations are received in a variety of ways. Please consider supporting the library through your financial sponsorship of \$250 or more, by donating a raffle item or gift certificate valued at \$25 or more, or by a cash donation of any amount. For each \$250 sponsorship, we will provide you with two free tickets to the Friends Fall Fundraiser. All proceeds benefit the Stoughton Public Library.

Enclosed you will find a return envelope for your response. Please consider all the benefits the Library provides for you and our community and mark "YES." Make checks payable to:

"The Friends of the Stoughton Public Library."

If you have any questions, please call Jeanne Burt at 608.873.4050.

Thank you for your generosity and support.

*The Friends of the **Stoughton** Public Library*

2017 Friends Fundraisers



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Application for Funds from RoundUP Program Donation

Organization Name: Pepartnership Phone #: 608-576-5657

Organization Address: 343 E. Main St Stoughton WI 53589

Name of Individual Submitting Application: Pam Schuh

Are you a non-profit organization? Yes X No

Type of Request: Personal Group Community X

How will the funds be used? Stoughton Personal Essentials Pantry offers the essentials of personal & household products to all people in need. Pep compliments local food pantries & Food Share programs since food stamps do not allow for the purchase of non-food items.

What are the benefits to the Stoughton Community? PEP- Stoughton directly impacts the community by providing for their basic human needs. It is the only place to receive such items as: toilet paper, toothpaste, laundry soap, deodorant, diapers etc. free of charge. The number of people below the poverty level in our community continues to increase.

What other information would you like to share? PEP is an organization completely run by volunteers. Last year we distributed nearly 10,000 items to households in our community.

Applicant Signature: Pamela A Schuh Date: 1/19/17

Applicant Signature: _____ Date: _____

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Application for Funds from RoundUP Program Donation

Organization Name: RSVP of Dane County, Inc. Phone #: (608) 663-7536

Organization Address: 517 N. Segoe Rd., Suite 300, Madison, WI 53705

Name of Individual Submitting Application: Margie Zutter, Executive Director

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? See attached

What are the benefits to the Stoughton Community? See attached

What other information would you like to share? See attached

Applicant Signature: Margie J. Zutter

Date: 1/19/17

Applicant Signature: _____

Date: _____

Application for Funds from RoundUp Program Donation

How will funds be used?

Funds will be used for the RSVP Driver Services/Vets Helping Vets program for volunteer recruitment, volunteer training/recognition, and volunteer mileage reimbursement (currently 51 cents/mile) for Stoughton drivers who provide rides and deliver meals for Stoughton older adults and veterans of any age.

What are the benefits to the Stoughton Community?

Each year, RSVP volunteer drivers help over 50 older adults, including veterans who are residents of the Stoughton community, get to medical and other important appointments, assisting them to remain independent. Last year, RSVP volunteer drivers, using their own vehicles, drove more than 46,000 miles, providing over 700 rides, and delivering more than 13,000 meals to Stoughton residents.

What other information would you like to share?

RSVP Driver Services/Vets Helping Vets (VHV) is “more than a ride.” Volunteer drivers escort passengers, lending an arm to those who have trouble walking or negotiating stairs, assisting them to get in and out of a vehicle, finding their doctor in a clinic situation, etc. Older adult and veteran passengers testify to the need for this service on evaluation forms: A Stoughton passenger states, “I am very satisfied with RSVP service. RSVP makes it possible for me to go to Madison medical appointments for me and my husband, who is no longer able to drive since having a stroke.” “This is a wonderful service and drivers have been very kind, helpful and friendly. “If it were not for the RSVP drivers....I would not know how to get to the V.A. Hospital in Madison.”

Rides for Stoughton older adults, including older adult veterans and spouses, are scheduled by Dick Hoffman, our volunteer ride coordinator at the Stoughton Senior Center. In addition to providing a valuable service to the older adults and veterans of Stoughton, this program provides Stoughton area volunteers with meaningful volunteer opportunities and a chance to connect with fellow seniors and veterans. Rides for younger veterans are coordinated through the RSVP office.

In a 2016 site coordinator survey, senior center staff from Dane County communities made the following comments about how much the service is needed and appreciated: “Providing medical transportation for frail elderly and delivering meals to people in their homes allows them to live in the community longer.” “With no public transportation available locally, RSVP Drivers who deliver meals see frail people in person daily. They have found people who have fallen or been injured, or who are disoriented. They have likely saved lives.” There is no charge for this service but donations are accepted.



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Application for Funds from RoundUP Program Donation

Organization Name: SToughton Area Resource Team (START) **Phone #:** 608-577-5650

Organization Address: 248 W. Main St., Stoughton, WI 53589

Name of Individual Submitting Application: Cindy Thompson, START Program Director
608-577-5650, startofstoughton@gmail.com

Are you a non-profit organization? YES (EIN 41-2076251)

Type of Request: Personal Group Community

How will the funds be used? The funds will be used to meet the critical human needs of individuals and families by serving as a safety net for those in crisis in the Stoughton Area School District under the age of 55. We do this through **coordinating assistance** with other organizations (churches, government, social service), **advocating** on behalf of those in need and **offering direct financial assistance** when all other sources have been exhausted. Direct financial assistance is typically offered in partnership with other agencies and is done through voucher payments directly to landlords, health care providers, utility companies etc.

What are the benefits to the Stoughton Community? START provides a community service by providing a place to “start” when a family has an unexpected “bump” in the road such as unemployment and/or loss/reduced health insurance coverage and assists in preventing potential eviction or foreclosure. START has become a primary provider of housing assistance and housing case management services in the Stoughton Area School District. We are proud of the positive outcomes in working with households to prevent evictions and help individuals and families connect with the resources they will need in the future. START provided face to face visits to 290 individuals and families in 2016 while providing 201 of these individuals and families with financial assistance related to their housing, utilities, medical, transportation, employment and/or just their basic needs. In 2016 START provided rent, mortgage, security deposits and motel subsidies to 104 individuals and families. START also provided 45 households with utility assistance along with 11 individuals and households receiving assistance related to transportation.

What other information would you like to share? A critical component of START’s success is focused on case management services. Cindy Thompson, START Program Director, builds a focused *case management program* for households engaged in eviction prevention. For individuals and families that come to START with multiple barriers to achieving stable housing, *case management* becomes the “glue” that holds a plan together. The *service plan* or “plan” is the tool that is used to overcoming barriers and achieving stability, and reaching intended goals. Case management for 188 households in 2016 included a detailed assessment and plan that always includes steps for immediate stabilization. This plan requires full participation by the client and an understanding that they are responsible and accountable for this plan throughout the case management process. The plan that is developed includes both immediate and long term action steps and goals. Outlined in the plan are resources that would be helpful in goal achievement. A plan to prevent eviction and stabilize future housing includes a rent budget and involves the landlord and may require a referral for budget counseling or payee services for getting and staying on track. Employment, transportation, and health are all possible issues that may present over time as barriers to achieving stability and meeting goals. The plan is then modified and updated as needed with input from the client.

See attached “2015 Annual Report” that highlights START’s accomplishments and recognizes partners and donors.

Applicant Signature: Cynthia L. Thompson **Date:** 2/13/2017

Stoughton Area Resource Team, Inc. (START) 2015 Annual Report



The Stoughton Area Resource Team (START) provides a safety net for those in crisis. It links Stoughton residents under age of 55 with community resources, offers advocacy and provides support in housing, utilities, transportation, health and employment.

Board of Directors

Teresa Feidt, President

Todd McVey, Vice
President

Julie Incitti, Secretary

Karen Myers, Treasurer

Rev. Dawn Jeffers
Ramstad, Director

Jeff Zarth, Director

Jessica Knutson, Director

Community Advisory Board

Jim Alonzo

Kay Davis

Sergeant Brian Gowan

Greg Hoyte

Lisa Jackson

Paul Lawrence

Sharon Mason Boersma

Mayor Donna Olson

Pastor Mark Petersen

Sharon Quale

Barbara Roe

Jeannine Shoemaker

Meg Veek

Kelly Verheyden

Thank you for your support!

The Stoughton Area Resource Team Board of Directors and Community Board members thank you for support! The successes of Stoughton area families are possible only through partnerships and financial and in-kind support from service organizations, churches, foundations, businesses and individuals in Stoughton and Dane County.

Our *2015 Annual Report* highlights our accomplishments and gratefully acknowledges our partners and donors who make it all possible.



START Board of Directors and Community Board

Initiatives and Accomplishments

Support to Neighbors in Need

In 2015 Cindy Thompson, MSW, CAPSW, Program Director served those in need with community resources, advocacy, and support in housing, utilities, transportation, health and employment.

START responded to 273 new contacts from Stoughton area residents in crisis.

In total, the program provided face-to-face assistance to 300 households.

376 office or home visits were completed by the Program Director.

164 households were provided with case management services (*multiple visits with the Program Director addressing multiple barriers.*)

74 new households were supported with case management services (*multiple visits with the Program Director addressing multiple barriers.*)

202 households received financial assistance totaling \$41,571.

111 households received housing related support in areas such as mortgage, rent, or security deposit subsidies to prevent eviction or foreclosure or emergency assistance such as motel vouchers.

56 households received utility assistance to prevent electricity, water or gas disconnection, or to assist with LP fills.

25 households received transportation assistance to ensure reliable access to employment and other resources.

6 households received support for health care costs.

START Values

Beliefs that guide us in our daily behavior and decision making

We respect the inherent worth, dignity and privacy of every individual.

All people, regardless of gender, religion, class, ethnicity, race, age, level of ability, or sexual orientation will have equal access to services. (We do not discriminate by age but only provide case management and financial support to those under the age of 55.)

We value the mind, spirit and body of those we serve.

Collaboration and partnerships strengthen safety nets for support.

Caring for each other

In January, START provided services to a young woman and her family who had recently had a change in their income due to medical issues which affected the mother's ability to work. She and her husband relied on both of their dual incomes in order to pay their monthly bills. Their lease was ending with their current unit and they were no longer able to afford the cost of the rent without the mother's income. They worked with a realtor in town who helped them to locate a different unit which would be more affordable, saving over \$300 in rent each month. They were struggling to come up with the entire cost of the security deposit as they had been living off of the husband's income alone. The mother had applied for Social Security Disability for her health concerns and was waiting for a response as to whether or not she was going to receive this. The family reached out to START with only a limited amount of time left to secure the unit and transition into the new home without experiencing any instances of homelessness. With the help of START and Saint Vincent De Paul, the family was able to move into the new unit within that same week. They were able to avoid experiencing any instances of homelessness and have now secured a unit which will save them over \$300 in rent each month.

Reflection from Cindy Thompson, MSW, CAPSW START Program Director



As the Program Director for the Stoughton Area Resource Team, I feel confident that I have truly experienced what it is like to provide services to those at risk throughout the Stoughton community. 2015 has provided me with new and challenging experiences that have helped me to develop my skills as a

social worker while providing direct services to individuals and families experiencing crisis. I have been able to meet with on average 30 clients per month related to their basic needs and have been providing them with resources in order to ensure their stability during these times of crisis. I have been able to provide several clients who have transportation barriers with home visits and I have also been able to work closely with other social workers in the community. I have been able to advocate for my clients on several different occasions but particularly with their landlords related to their housing. I have also been able to create connections with several other organizations and service providers throughout Dane County, I have connected and built working relationships with many workers in Stoughton, Madison and the other surrounding com-

munities. I have also worked hard to build a strong and supportive relationship with supporters of our organization. I am also proud to present on behalf of START throughout the community to provide awareness of our organization and the needs of individuals and families. I have been able to present at several different service club meetings, church services, events and community meetings throughout this past year. I believe I have been able to provide the community with more knowledge about the realistic needs of homelessness and the prevention of homelessness throughout these presentations. I look forward to continuing to provide this great work to the Stoughton community and I am grateful to be working with such a supportive group of individuals throughout the area. Thank you all for the support!

Caring for each other

START funds provided assistance and intensive case management to a recently single mother of two, with a newborn child. This young woman had been working with START on a case management basis for several months and had established a list of short and long term attainable goals which she had been working hard to achieve. During the month of November 2015, she was proud to share that she had accomplished one of the largest goals on her list which was securing full time employment with better pay, benefits and hours. After several months of filling out numerous job applications and having face to face interviews with many different employers, she was full of pride to be offered a position which she worked hard to obtain.

With the help of START she was also able to connect with her landlord related to previous rental payments and an inaccurate past due balance. START advocated on behalf of this young woman related to these tenant/landlord issues and was able to have these discrepancies removed from her payment history. START was also able to provide financial assistance in order to have her payment record current and in a positive standing without any debt being owed. Going forward, she is confident that she will be able to continue to have a positive balance and rental record, as she has now obtained more stable employment. She stated that she was grateful to have the support of the Stoughton Area Resource Team through these very important moments in her life. The START program was not only able to share the excitement of her securing better employment while accomplishing one of her long term goals but START was also able to support and advocate for her during a very crucial time in her life.

While staying in connection START she has shared that she is enjoying her new found job while also being able to stay current with her monthly bills. She has continued to pay her rent on time and no longer has to worry about the risk of becoming homeless or becoming evicted from her home. She is looking forward to spending the holiday season without the stress and burden of a limited income and without the inability to pay her rent on time. She and her family are now able to enjoy a more stable lifestyle. With the support of START she is now feeling empowered and is demonstrating self-sufficiency.

2015 GIFTS

We thank each individual, business, service club, church and foundation for the financial and in-kind support that makes it possible to provide a safety net for families in crisis.

Individuals

Albright, Richard & Susan
Alonzo, Jim
Anderson, Laura
Anderson, Thor
Asleson, Richard & Jean
Beckstrand, Robert & Dorothy
Bennett, Robert & Mary
Benson, Don & Margo
Borling, James
Breckbill, Don & Carola
Brehm & Quaque, Joyce & Sanford
Budnar, Father Randy
Burdick, Doris
Burger, Sandra
Cabibbo, Ruby
Chritton, Bob & Nancy
Circle, Ruth
Connell, Matthew
Coon, Bob
Cranley, Martha
Cross, Clyde & Mary Jo
Dalsoren, Rene
Davis, Kay & Buzz
Detra, Kelly
Dickman & Rowley, Eileen & Sandra
Diebel, Robert
Dirks, Scott
Dorgan, Jason
Dowling, Pastor & Paula
Doyle, Lauretta
Dullum, Arne & Elaine
Duranczyk, Denise & Bob Komes
Dutilly, Kathleen
Ehle & Sawtelle, Steve & Karbet
Ellingson, Ronald & Lou Ann
Elvekrog, John & Nancy
Fanshaw, Mr. Lee
Feidt, Teresa
Felland, Bruce
Fendrick, Tom
Fendrick, MaryLou & Richard
Finney, John & Janet
Fortney, Steven
Gabert, Kris & Bruce
Gassen, Rosemary
Gertsch & Beske, Dorothy & Dale
Geurink, Charles & Jean

H., Ms. Nancy
Haese, Pamela
Hale, Mark
Hall, Richard
Hallinan & Tikalsky, John & Joyce
Halom, Richard & Diane
Hansen, Joseph & Marylis
Hanson, Dan
Hanson, Beth & Steve
Helley, Tiffany
Helmke, Don & Doris
Henry Jacky, Mr and Mrs.
Herbst, Mark
Hermundstad, Orin
Hess, Charles & Katharine
Hoffman, Nan
Holtan, Patricia
Horton, Kathy
Hoyte, Greg
Hull, Betty
Incitti, Julie
Ingersoll, Fred
Jackson, Lisa
Jacobson, Charlotte
Janda, Kelly & Dave
Jaramillo, Adriana
Jeffers Ramstad, Dawn & John
Joyes, Bob & Ginny
Kenney, Russell
Ketterer, Anton
Kinnunen, Edwin
Kittleson, Dennis
Kluge, Robert
Knipfer, Barbara
Knutson, Jessica
Koberstein, Kathryn
Kurtinitis, Michael
Lapidakis, Jerry & Karen
Lawrence, Paul
Lazotte, Paul
Lewis, Jonathon & Sylvia
Lovell, Jeff
Lowell, Brian
Luther, Sandy & Tom
Marsh, Dawn & Darren
Marshall, Dan
Mason-Boersma, Sharon & Sid
Matson, Dan & Diane
Mays, Laura

McArdle, Terence & Aleda
McClimon, Betsy
McGinnis, Tom & Mary
McGuire, Jerry & Jane
McGlynn, Dan & Cindy
McNaughton, Glen
McVey, Todd
Meyers, Susan
Micetic, Patricia
Miller, Donald
Miller, Kelly
Moe, Elizabeth & Daryl
Morgan, John & Ellen
Moyer, Emily & Jeff
Muller, Linda
Myers, Karen
Nelson, David & Ann
Niedfeldt, Tammy & Terry
Oakland, Joe & Ann Marie
Obrecht, James
Obrecht, Tricia
Olson, Mayor Donna
Patel, Sarjo
Paulson, Wayne & Nancy
Peterson, Peggy & Mark
Pieper, Laverne & Beverly
Pinckney, Stephen
Piper, Deb
Pundt, John & Deb
Quale, Sharon
Raymond, Victoria
Rickleff, Mr.
Roe, Barbara
Rohling, Desiree
Rushlow, Ruth
Schmidt, Brooke
Severson, Jim & Mary
Sharpe, David
Skaar, Dorothy & Duane
Skinner, Susan
Skinner, William
Smet, Verna & Quinn
Snorek, Gayland
Soderbloom, Robert & Kathy
Spangler, Jean
Speth, Butch & Julie
Steaffens, Patricia
Stechsulte, Bob & Connie
Stout, Katie & Carmen

Accept our apologies for any missing names in this listing of supporters.

2015 GIFTS

We thank each individual, business, service club, church and foundation for the financial and in-kind support that makes it possible to provide a safety net for families in crisis.

Individuals

Strutzel, Vern
Sveum, Peter
Tarpinian, Donna
Thompson, Ingrid
Thomsett, Derek
Tippit & Rowin, Timothy & Angela
Vaughn, Kathryn
Veek, Robert & Margaret
Vodak, Penny & Gregory
Weeden, Kay
Westby, Derek & Ashley
White, Eleanor
Wilberg, Genevieve
Winecke, Ann
Winrich, Ralph
Wozniak, Lisa & John
Zarth, Jeff & Brenda
Ziemba, Chris & Kathy

Businesses

All Through the House
Avalon Blvd Studio
Banushi's
Blackhawk Community Credit Union
Cheesers
Coachman's Golf Resort
Coldwell Banker Success
Cooksville Country Store
Costco
Culvers
Cummins
Diakonos Designs
Diamonds Direct
Edward. Jones
Evansville Golf Association
Forrest Street Furniture
Fosdals
Greenway Mobile Detailing
Gunderson Funeral Homes
Hanson Electronics/Radio Shack
Heideman Gallery
Innovative Hospitalist Solutions
Integrated Sport & Spine
Johnston Oil, Inc
Kafe Latte in Nazareth Health and Rehabilitation Center
Main Street Flowers

Matt Kenseth Headquarters and Museum
McFarland State Bank
McGlynn Pharmacy
Moyer's Landscaping Services & Hometown Nurseries, Inc.
Musik Gazebo Event Fundraiser
Nordick Nook
OceanHawk Counseling
Prize Impressions
Radio Shack & U.S. Cellular of Stoughton
Stellar Services
Stoughton Country Club
Stoughton Floral
Stoughton Garden Center
Stoughton Hospital
Stoughton Opera House
Thor J. Anderson, D.D.S., S.C.
Wendigo
Yahara River Grocery Co-op

Foundations and Grants

Alliant Energy Foundation
Edwin E. & Janet L. Bryant Foundation
Federal Emergency Management Agency (FEMA)
Siemer Institute for Family Stability
Shillelagh Foundation Inc.
Stoughton Area Community Foundation
Stoughton Hospital Foundation
Thrivent Choice
United Way of Dane County
Universal Acoustic & Emission Technologies
Universal Foundation, Inc
Wahlin Foundation, Inc.



Accept our apologies for any missing names in this listing of supporters.

Churches

Christ Lutheran Church
Covenant Lutheran Church
Ezra Church
First Lutheran Church
Good Shepherd by the Lake
Lakeview Church
United Methodist Church

Service Clubs

American Legion Auxiliary
Kiwanis Club of Stoughton
Rotary Club of Stoughton
Stoughton Lioness Club
Stoughton Lions Club
Venevoll Club House

Community Involvement

Throughout 2015, the Stoughton Area Resource Team gave back to the community of Stoughton by providing representatives from the Executive and Community Board of Directors to many different community events and coalitions. START helped with the development and planning of several community awareness events related to poverty and homelessness while in collaboration with the Stoughton Homelessness Coalition, START also attended and participated in coalition meetings for the Stoughton Affordable Housing Advocacy Team, StoughtonCARES and the Dane County Homelessness Consortium. START also provided support to the Personal Essentials Pantry (PEP) as the START Program Director volunteers and serves on the PEP Board of Directors. START was also present at several local events including but not limited to Syttende Mai, Stoughton Community Expo, and the Stoughton Musikk Gazebo Event.

Stoughton Area Resource Team Partnerships

Partners work with START and START clients to provide needed resources.

Dane County



- Access Community Health Services
- Alliant Energy, CA+ Program
- Care Wisconsin
- Community Action Coalition of South Central WI
- Dane County Housing Authority, WI Management
- Dane County Department of Health & Human Services (DCDHS)
- DCDHS Joining Forces for Families
- Dane County Job Center
- Dane County Parent Council, Inc.
- Domestic Abuse Intervention Services (DAIS)
- Energy Services
- Housing Help Desk
- Journey Mental Health
- Legal Action of Wisconsin
- Porchlight/DIGGS Program Recovery Dane
- The Road Home
- St Vincent De Paul Food Pantry
- The Salvation Army
- Tenant Resource Center
- VA Homeless Program
- VITA Tax Assistance
- United Way of Dane County, 211 Call Center
- UW Extension Financial Education Center
- WI Division of Vocational Rehabilitation
- YWCA Second Chance Apt. Project

Stoughton



- City of Stoughton
- Days Inn of Stoughton
- Dean Clinic
- Early Head Start
- Folks Wagons, Inc.
- Head Start
- Host-A-Family
- McGlynn Pharmacy
- Oceanhawk Counseling Alternative
- Personal Essentials Pantry
- Saint Vincent de Paul Society- Stoughton Conference
- Shalom Holistic Health Center
- Stoughton area banks
- Stoughton area property managers and owners
- Stoughton Area School District
- Stoughton Area Senior Center
- Stoughton Area Youth Center- (SAYC)
- Stoughton Food Pantry
- Stoughton Hospital
- Stoughton Hospital Foundation
- Stoughton Holiday Fund
- Stoughton Police Department
- Stoughton United Ministries (SUM)- Pathways to Self Sufficiency & Affordable Transportation Program
- Stoughton United Methodist Food Pantry
- Stoughton Utilities



Churches



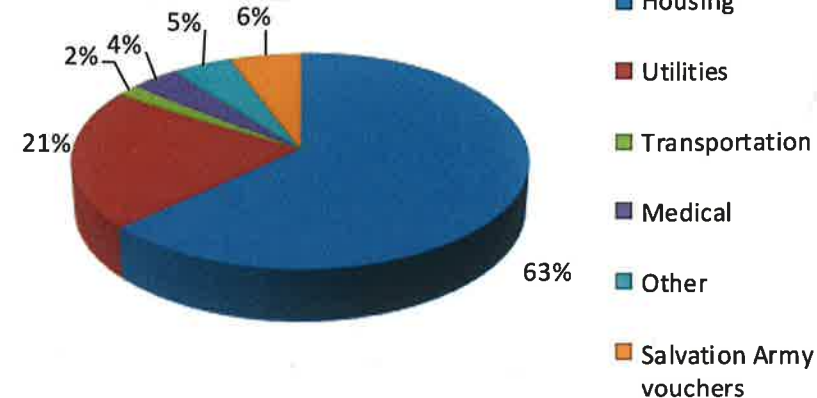
- Christ Lutheran Church
- Covenant Lutheran Church
- Ezra Church
- First Lutheran Church
- Good Shepherd Church by the Lake
- Lakeview Church
- St. Ann's Catholic Church
- United Methodist Church of Stoughton
- West Koshkonong Lutheran Church

Caring for each other

During the month of July 2015, START was able to provide funds which helped to maintain stable housing for a family of 4 residing in the Dane County area. The family relied solely on the mothers fixed income of Social Security Disability. With unexpected costs related to their vehicle the family had become past due on their rent and had received a 5 day notice. After connecting with the Stoughton Area School District Social Worker, START was able to begin intensive case management in conjunction with the School Social Worker for this woman and her family. She had 3 school aged children, 2 of which were in high school preparing for graduation. After working with this family to ensure that their eviction process would not continue, START was able to utilize funds to prevent this family from becoming evicted. An intensive budget was discussed and implemented for future planning related to paying her monthly bills. The children were not disrupted in their education as they were able to remain in the schools which they were already attending. START funds provided this safety net for this family.

2015 Financial Highlights

DIRECT CLIENT ASSISTANCE

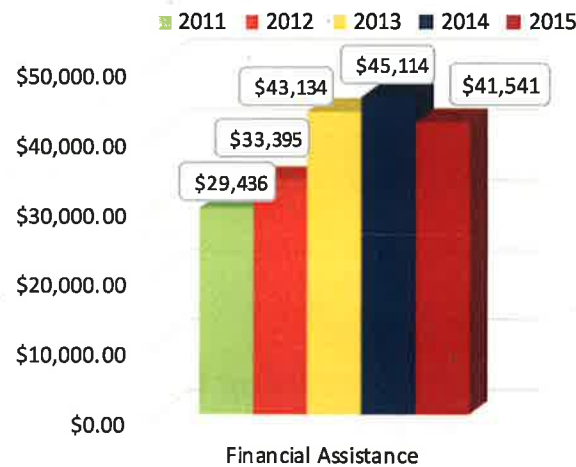


In-Depth Case Management Trend

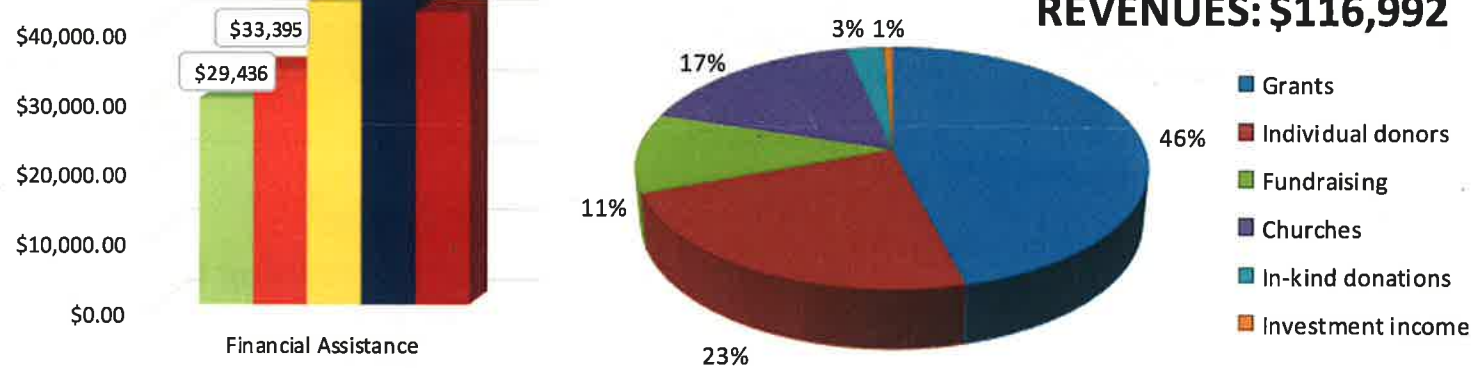
Families supported by multiple visits with the Program Director and engaged in meeting goals



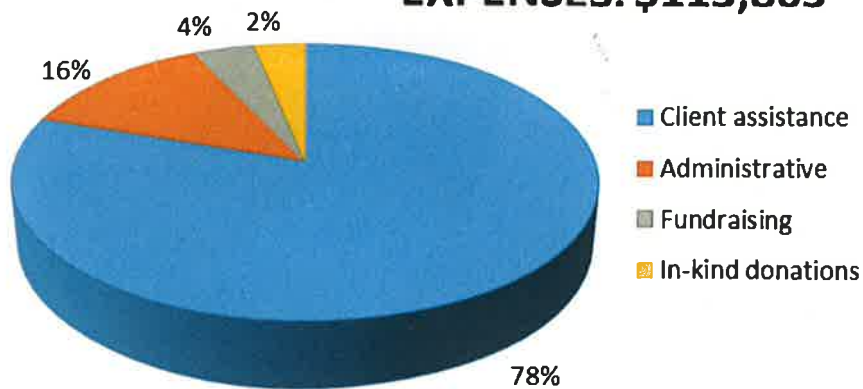
Direct Client Financial Assistance Trend



REVENUES: \$116,992



EXPENSES: \$113,865



* Client assistance includes direct financial assistance and case management support by the START Program Director.



SToughton Area Resource Team, Inc.
248 W. Main St.
Stoughton, WI 53589

a safety net for those in crisis



United Way
of Dane County



For additional copies of the Annual Report contact
Cindy Thompson, START Program Director
248 W. Main St., Stoughton, WI 53589, 608.577.5650
cthompson@startstoughton.org or www.STARTstoughton.org

Annual Report Highlights

| | |
|--|-----|
| Thank you | 1 |
| Initiatives and Accomplishments | 2 |
| Reflection from <i>Cindy Thompson, Pro- gram Director</i> | 3 |
| Gifts & Community Involvement | 4-5 |
| Partnerships | 6 |
| Financial Highlights | 7 |
| Save the Date | 8 |

Save the Date!

Annual Celebration and Fundraising Event
Thursday, June 9, 2016
5:30 - 8:30 pm

Featuring Mitch Henck,
radio personality,
standup comic, and
entertainer.

**Buffet Dinner
provided!**



Stoughton Hospital
Bryant Health Education Center
900 Ridge Street, Stoughton, WI

Visit our website at STARTstoughton.org for reservations and more info!

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Stoughton Utilities

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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton Sr. Center Phone #: 873-8585

Organization Address: 248 W. Main

Name of Individual Submitting Application: Cindy McGlynn

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used?

Funds will be used to increase programming and general operation support.

What are the benefits to the Stoughton Community?

The Senior Center serves as a community resource for help for older adults and their families to navigate the difficulties of aging.

What other information would you like to share?

The Senior Center serves the Stoughton Area, City and surrounding townships.

Applicant Signature: Cindy McGlynn Date: 1/12/17

Applicant Signature: _____ Date: _____

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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton Community Farmers Market Phone #: 608.628.5587

Organization Address: 601 S. Page St. Stoughton

Name of Individual Submitting Application: Sylvia Lawrence

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used?

The Stoughton Community Farmers Market is a nonprofit organization. The goal is to be a gathering place that benefits and enriches the community as well as downtown Stoughton. We would like to create rotating booths for Stoughton's nonprofits to have a place to raise awareness and recruit volunteers for their projects and events. To do this, we need to purchase additional tents, tables, and chairs. As an ongoing effort to ensure that seniors and the socioeconomically disadvantaged have access to the freshest and most nutritious local food, the market plans to purchase an EBT reader so we are able to accept SNAP, Supplemental Nutrition Assistance Program. We would also use funds for new barracades, flyers for promotion, and administrative supplies.

What are the benefits to the Stoughton Community?

Stoughton is a growing community. Having a different nonprofit in the spotlight, on a rotational basis, will allow new and old Stoughtonites to be informed of what services are available to them. Nonprofits will benefit from greater community access, while reaching a larger and more diverse demographic. Lack of access to healthy food is a significant challenge for low income residents. The downtown market provides easy access to wholesome foods for those with limited transportation. Food insecurity and hunger are a growing concern in our community. 30% of Stoughton Area School District students are eligible for free or reduced lunch; up 10% from 2005-2006. An EBT reader is critical for accepting benefits and providing nutritious food for families in need.

What other information would you like to share?

Farmers Markets are vital for healthy communities and a sustainable local food system. Supporting local agriculture reduces fossil fuels, positively impacts the local economy, and connects us to each other and our farmers; empowering us to make healthier, more thoughtful choices.

Applicant Signature: [Signature] Date: 6/28/17

Applicant Signature: [Signature] Date: 6/28/17

ST. JOSEPH COUNTY

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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton Food Pantry Phone #: 873-8103

Organization Address: 520 S Fourth St - Stoughton

Name of Individual Submitting Application: Kelli Krzema - Deputy Clerk, City Hall

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? Funds will be used to purchase food and other consumables at a bulk rate to be distributed to those in need in our community.

What are the benefits to the Stoughton Community? Keeping families fed, especially children, is a basic need. People cannot be productive when they are hungry. Children cannot learn in school when they are hungry. Everyone benefits when basic needs are met.

What other information would you like to share? The cost of food continues to rise, and the pantry is a resource for many many people. Donations are a huge role in keeping the pantry stocked.

Applicant Signature: Kelli Krzema

Date: 1/13/17

Applicant Signature: _____

Date: _____



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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton lacrosse Phone #: 608-438-3084
 Organization Address: 2363 Jackson St. ^{#203} Stoughton, WI 53589
 Name of Individual Submitting Application: Tonya Wienkes

Are you a non-profit organization? Yes No
 Type of Request: Personal Group Community

How will the funds be used?

We are seeking to grow participation in Youth lacrosse in Stoughton. For many local youth, the cost of equipment (helmets, pads, etc) creates a major barrier. We are seeking funds to purchase equipment that can be loaned out to participants each year to ease the financial burden.

What are the benefits to the Stoughton Community?

Youth sports teach kids the importance of teamwork, sportsmanship, respect and work ethic. They also help kids to feel like they are active participants in our community, and they grow up to become better citizens. We want them to have the opportunity to find out if lacrosse can be that type of experience for them.

What other information would you like to share?

Applicant Signature: Tonya Wienkes Date: 12/19/17
 Applicant Signature: _____ Date: _____



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Application for Funds from RoundUP Program Donation

Organization Name: STOUGHTON PARKS + RECREATION Phone #: 608-873-6746

Organization Address: 381 E. MAIN ST

Name of Individual Submitting Application: TOM LYNCH

Are you a non-profit organization? Yes X No

Type of Request: Personal Group Community X

How will the funds be used? TO PURCHASE A PANOPTIX FORWARD
AND ECHODIMAP CHIRP 720
TRANSDUCER. THIS IS BASICALLY A SONAR IMAGING
DEVICE USED BY FISHERMAN. WE WOULD USE IT AT
TROLL BEACH TO QUICKLY IDENTIFY A POSSIBLE BODY UNDER
THE WATER.

What are the benefits to the Stoughton Community? WITH THIS PRODUCT WE HAVE
A BETTER CHANCE TO FIND SOMEONE UNDER THE WATER
IN A MISSING PERSON SITUATION. LAST SUMMER WE HAD
A FALSE ALARM RESULTING IN DRAINING THE POOL. WE
BELIEVE THIS PRODUCT WOULD BE PERFECT IN TROLL BEACH.

What other information would you like to share? THE TWO PRODUCTS TOTAL
ABOUT \$2000. WE WOULD APPRECIATE ANY HELP WE COULD
GET.

Applicant Signature: Tom Lynch

Date: 4-20-17

Applicant Signature: _____

Date: _____

MARINE
PANOPTIX



Panoptix™ PS31

PART NUMBER: 010-01284-01

\$1,499.99 USD

ADD TO CART

FIND A DEALER

Processing time is 1-3 business days.

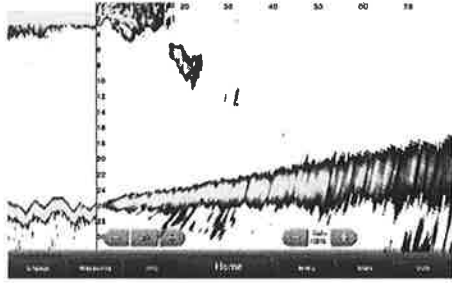
See Panoptix in Action



OVERVIEW

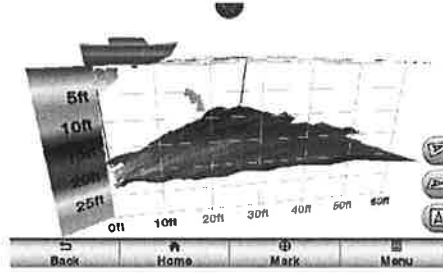
With one Panoptix Forward transducer, you can actually see the bottom, structure and fish swimming around in front of your boat — in real time; even while stationary. You get 2

impressive views: LiveVü Forward and RealVü 3-D Forward.



LIVEVÜ FORWARD

Updates the entire view with a single ping and has a more "live video" look, providing real-time moving sonar images. You can see fish swimming toward or away from the boat. You can see small baitfish and large target fish swimming around, even your lure as you reel it in.



REALVÜ 3-D FORWARD

Updates a slice of the 3-D volume with each ping and take 1 to 4 seconds to update the entire volume. It shows the bottom and fish in the water column coming toward the boat. It sweeps forward, and the history on screen is only one sweep.

All-seeing is Believing

Garmin is the first to bring Panoptix sonar imaging to your boat. Panoptix all-seeing sonar is unlike anything you've ever seen on the water. It gives you the ability to see all around your boat in real-time. You can see fish in the water column in 3-D. You can also see your bait cast into the water and watch it as you reel it in. You can see fish swimming in front of or below your boat. You can even see them chase your lure. But to truly appreciate Panoptix, you have to see it. Transducer trolling motor and transom mounting kit included¹.

¹The forward-facing transom transducer should be mounted in a location that is out of the water at speeds over 32 km/h (20 mph). If located below the water line, cruising speeds over 40 km/h (25mph) should be avoided. The transducer can generate strain and water spray at higher speeds and can cause the transducer element to rotate in the mount. Mount the transducer to a secure (robust) area of the boat. Consider the placement to avoid damage to boat. If you have any doubts, contact a professional marine installer.

MARINE
CHARTPLOTTER/SONAR COMBOS



echoMAP™ CHIRP 72cv

PART NUMBER: 010-01570-00

\$499.99 USD

Version

Without Transducer

ADD TO CART

FIND A DEALER

Processing time is 1-3 business days.

 Like 0  Share  G+1

OVERVIEW

Fish with the Power of CHIRP

- 7-inch color display with keypad control
- Includes transducer with CHIRP and CHIRP ClearVü
- Preloaded worldwide basemap for general reference
- Includes Quickdraw Contours custom HD map creation software
- Internal 5 Hz GPS updates position and heading 5 times per second

It's time you started fishing with the power of CHIRP sonar. The easy-to-install, easy-to-use 7-inch echoMAP CHIRP 72cv chartplotter includes transducer for high wide CHIRP sonar and Garmin CHIRP ClearVü™ for clear scanning sonar images. It includes Quickdraw Contours software to instantly create your very own HD maps with 1-foot contours as you fish. Internal 5 Hz GPS updates position and heading 5 times per second. Cords plug directly into the mount, allowing you to quickly install and remove your device from power and mount. Transom and trolling motor mounts included.

echoMAP CHIRP™ Series: Fish With the Power of CHIRP



The Garmin CHIRP Difference

The built-in sonar capabilities of echoMAP CHIRP 72cv include CHIRP sonar, the most sophisticated sonar technology available for the fishing and boating public. CHIRP sonar provides amazingly clear target separation and definition because it puts even more energy onto the target than traditional sonar. It also includes sonar-recording capability that coordinates the timing of the sonar return with your boat's position and saves digital information for playback on a computer using HomePort™ planning software. Use the user data sharing cable to share

waypoints and routes between multiple devices.

Clear Scanning Sonar Images

Garmin ClearVü scanning sonar gives you a nearly photographic, wide image of what passes below your boat. You clearly see structure, submerged objects and fish. Traditional Garmin HD-ID™ sonar and ClearVü scanning sonar are combined into 1 transducer. Also provides HD-ID support for Minn Kota® and MotorGuide® trolling motors with integrated transducers.

Quickdraw Contours to Create Your Own HD Maps

Instantly create personalized HD fishing maps onscreen with 1-foot contours. Tailor them to fit your needs. These are your maps — you own them. Keep the data to yourself, or share it with the Quickdraw Community on Garmin Connect™.

Take Your echoMAP CHIRP with You

When you're off the water, it's easy to keep your echoMAP CHIRP safe and secure. You don't have to mess with plugging and unplugging wires from the unit because the cords plug directly into the mount. This allows you to quickly install and remove your echoMAP CHIRP from power and the mount.

Upgrade to Our Best Maps on the Water

A single microSD™ card slot provides expandable memory for accessory map purchases, such as LakeVü HD, LakeVü HD Ultra with Max Def Lakes, BlueChart® g2 HD or BlueChart® g2 Vision® HD, which adds Garmin patented Auto Guidance¹ and other great features.

GPX Waypoints Transfer

If you have waypoints, tracks or frequently used routes stored on another manufacturer's GPS product — or on a Garmin handheld device — it's easy to transfer those items to your new Garmin chartplotter via industry-standard GPX software formatting.

¹Auto Guidance is for planning purposes only and does not replace safe navigation operations.

SPECS

Physical & Performance

| | |
|---------------------|----------------------------------|
| Physical dimensions | 9.8"x5.5"x2" (25cmx13.9cmx5.1cm) |
|---------------------|----------------------------------|

FEB 01 2017

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STOUGHTON, WI



Stoughton Utilities

600 South Fourth Street • PO Box 383 • Stoughton, WI 53589

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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton United Methodist Church Food Pantry Phone #: 608-438-5792

Organization Address: 525 Lincoln Ave Stoughton, WI 53589

Name of Individual Submitting Application: Lori A. Olson, Board Member - Grant Writer, Fundraiser

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? _____

Funds will be used to purchase food for our food pantry from second harvest food bank at 18¢ per pound.

What are the benefits to the Stoughton Community? Members of our community in the Stoughton School district can visit our food pantry once every 30 days. Our client choice pantry provides many healthy eating options from fresh fruits and vegetables, Dairy products, meat, grains, canned goods and many seasonal choices as well.

What other information would you like to share? Please see attached document further explaining our pantry.

Applicant Signature: Lori A. Olson Date: 1-29-2017

Applicant Signature: _____ Date: _____



SUMC Food Pantry

525 Lincoln Avenue | Stoughton, WI 53589

Contact: Lori Olson, Board Member

Grant Writing and Fund Raising: 608-438-5792

Our focus is to enrich the lives of the members of our community.

- In 2015 this pantry has fed 1,494 families and 4,175 individuals.
(2,152 people under the age of 60; 523 people over the age of 60;
1,500 children)
- Currently our pantry has 18 active volunteers, working 1 to 4 days a week.

Our Mission

- To provide food for the hungry, knowledge and resources to implement healthy eating and living.
- To provide an opportunity for social interaction and trust.

Our Goal

- To help provide access to healthy food.
- To work together and use local resources.
- To provide a comfortable, friendly atmosphere to accept these resources.
- Keep aware of the trending needs in our area.

Why we're here

We are aware that situations arise such as a loss of income, an illness in the family, or major event within the household, where choices have to be made such as paying rent, purchasing medications, auto repairs, and/or groceries. We are there to provide help during those times.

- Currently our food pantry is open on Tuesday and Wednesday 9-11 am.
- We are designated as an Emergency food pantry.
- Our pantry has had a garden plot on the grounds of the Church where fresh fruits and vegetables are grown. This year a volunteer is working with Boy Scouts to plant and harvest food for our pantry.
- The record keeping of our pantry provides us with information that we use to know how to effectively staff, stock and ready our pantry for specific needs. We use local businesses when we have the need to shop, and are mindful of waste and strive to have little or none. We share our abundance with area groups such as the Senior Center and the Youth center. We recycle any waste items that we can.
- Our pantry is funded by monetary donations from members of our congregation, residents of Stoughton, local businesses and grants from local foundations. Our members take part in many fundraising opportunities. Funds are held and accounted for separately from that of Church where the pantry is housed. Accounting costs are donated by the church.
- Our successes have been seen in many surprising ways. We have had previous clients return to the pantry and donate back, thanking us for helping them out when times were tough. We have experienced clients who have given neighbors rides to or from the pantry and provide assistance to someone who may have physical disabilities. We also have had previous clients come and offer to volunteer in the pantry. Some of those successes can't be seen now, but it is our hope that we've made it easier for children in school to get through the day without being hungry, able to focus and learn. We hope families are able to enjoy a meal together and ease a burden of having to make a choice between gas money to get to work and purchasing groceries. Recent studies show a direct correlation between the availability of food through a food pantry and the reduction of crime in that area. Keeping our shelves stocked will not only be considered a success but a JOY!

Please consider a donation to support your hungry neighbor in need.

Your generosity is appreciated!

**Or send your donation made out to SUMC Food Pantry
to 525 Lincoln Ave | Stoughton, WI 53589.**

Thank you for your consideration.

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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton United Ministries Phone #: 608-873-2273
608-695-1890

Organization Address: 525 Lincoln Ave. Stoughton, WI 53589

Name of Individual Submitting Application: Dorothy Petersen

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? The funds will be used to supplement mileage reimbursement for the volunteer drivers of Stoughton United Ministries' Affordable Transportation Program (ATP). The ATP provides transportation from Stoughton to Madison and back and to the local food pantries for low income residents of Stoughton. Madison trip destinations include medical + business appointments, job training, the court house, etc. ATP strives to promote self-sufficiency.

What are the benefits to the Stoughton Community? The ATP empowers the client to meet their obligations which in turn positively influences their confidence + growth. Several clients have been able to acquire jobs through the availability of the ATP. Client health was also influenced as many were able to keep appointments that they otherwise couldn't have kept. Personal growth of the clients leads to trust and involvement in the community.

What other information would you like to share? _____

Applicant Signature: Dorothy Petersen
Applicant Signature: _____

Date: 2/3/2017
Date: _____



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Application for Funds from RoundUP Program Donation

Organization Name: Stoughton Village Players Phone #: 873-7455

Organization Address: 255 E. MAIN ST Stoughton

Name of Individual Submitting Application: KATHY HORTON, Board Director

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? We need to replace the concrete apron in front of the theater. It is covered with deteriorating carpet and is unsightly on Main St. We will replace it with stamped concrete.

What are the benefits to the Stoughton Community? it would enhance the look of downtown for residents + visitors.

What other information would you like to share? We are in the process of restoring the marquee and this would complete the restoration of the theater facade

Applicant Signature: Kathy Horton

Date: 1/18/17

Applicant Signature: _____

Date: _____



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Application for Funds from RoundUP Program Donation

Organization Name: Sustainable Stoughton, Inc. Phone #: 608-719-7227

Organization Address: 209 N. Harrison Street, Stoughton, WI 53589

Name of Individual Submitting Application: Kristi Panthofer

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used?

Sustainable Stoughton, a 501 (c)(3) non profit, proposes building and installing two to four ADA compliant raised garden beds in the garden section of Lowell Park. We intend to purchase all materials and lumber from the local lumber yard. We have researched appropriate ADA compliant and functional raised bed garden designs that are suitable for wheelchair accessibility and limited mobility individuals. Sustainable Stoughton board members and their community volunteers will see the project through to completion. We hope to make as many beds as the grant funding would allow.

What are the benefits to the Stoughton Community?

The benefit to the Stoughton community would be to give opportunity for seniors, people with disabilities and others with physical constraints to have access to and to enjoy and participate in planting and raising vegetables, flowers and plants in a public setting. The ADA compliant raised garden beds would be in 24 inches high in different configurations with a hard surface path surrounding the gardens so people could access them from a wheelchair or from the edge of the bed to reach any point inside the bed while working in the garden. This would give some people an opportunity to garden that otherwise might not be available to them and to experience the benefits of a community garden atmosphere.

What other information would you like to share?

We have discussed this idea with the city's Parks and Rec department and they are in favor of this endeavor. Parks and Rec director stated that he would help out with respect to additional materials, creating garden paths, and maintaining the gardens once built.

Applicant Signature: *Kristi Panthofer* Date: June 28, 2017
Applicant Signature: _____ Date: _____

MAY 15 2017

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Application for Funds from RoundUP Program Donation

Organization Name: Three Gaits inc. Phone #: 608-877-9086

Organization Address: 3741 Highway 138 W. Stoughton WI

Name of Individual Submitting Application: Mia Beeson

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? Three Gaits mission is to provide equine-assisted

activities and therapies that enhance the lives of people with physical, emotional or intellectual challenges. The cost of providing our services are high and we put a lot of time and energy into the care of our horses. The daily and routine expenses of feeding, farrier work and veterinary care are essential to the health of our horses.

The funds from the RoundUP program will be used to offset the costs of →
What are the benefits to the Stoughton Community?

Three Gaits provides equine-assisted activities to nearly 250 people in the Dane county area. Participants and their families come from Stoughton and as far as an hour away. Each year we host a number of workshops and events on our farm that bring people from all around the county to Stoughton. Funds from the RoundUP program will allow us to continue to →

What other information would you like to share? Last year, Three Gaits conducted a survey of our riders and clients. It was found that 81% of participants

improved in their balance and 77% of participants improved in strength. Emotionally, 66% noticed an improvement in self-esteem →

Applicant Signature: [Signature] Date: 5-11-17

Applicant Signature: Sally G Nelson Date: 5-11-17

How will the funds be used?

providing quality care for our program horses which directly impacts the lives of our participants. Happy, well-cared for program horses allow Three baits to maximize the benefits to our clients and help us fulfill our mission.

what are the benefits to the Stoughton community?

help put Stoughton on the map for all of our riders, their families, our volunteers, and those who attend workshops and events hosted by Three baits.

what other information would I like to share?

Overall, 78% said that participation in activities at Three baits had a positive impact on their social skills.



Three Gaits, Inc.

Dear Robert & Friends at Stoughton Utilities,

When you watch Three Gaits riders in a group lesson or clients in an individual hippotherapy session, it's easy to think that you're witnessing magic. Perhaps that's how Sam's mother felt when she saw the changes in her daughter after just a few lessons.

As a young girl, Sam was diagnosed with developmental delays, substantial depression, and impaired hearing and sight resulting in motor delays. In a note to Three Gaits, Sam's mother said, "When people ask me about Three Gaits I say, 'they saved us.' I will never forget her first few lessons— she sat up tall, she was confident, and she smiled for the first time in a long time! As I watched her, tears ran down my cheeks. I couldn't believe the transformation before my eyes."

Although the work we do may appear magical, behind the scenes there's much more than magic happening. The accomplishments of our riders are based in scientific research that has proven, over and over again, the benefits of equine-assisted activities and therapies. Our instructors and therapists undergo rigorous training, earning certification and then participating in continuing education to stay-up-to-date on industry best practices.

Among our peers, Three Gaits is recognized for our professionalism and high standards. As a result, we've been asked to host national seminars and workshops about equine-assisted activities and therapies, attracting faculty and participants from all over the United States.

While there is science behind the magic, there is also hard work. Three Gaits maintains a working farm, with a herd of horses who require top-notch care and facilities that must be safe for horses and humans. At the same time, we're operating a non-profit organization that serves 250-300 riders per year and coordinates the training and activities of more than 400 volunteers. Three Gaits is a complex organization, and it requires time, commitment, and a solid financial foundation to make it all come together.

You can help us improve the lives of children, youth, and adults with disabilities through the magic and the science of equine-assisted activities and therapy. Please consider supporting Three Gaits with a financial donation this holiday season. Your gift may be used to improve our facilities, extend continuing education opportunities to our staff, provide veterinary care for our horses, or offer scholarships to riders who demonstrate need.

Gifts of all sizes help Three Gaits to continue this important work. Giving is easy— you can use the enclosed form, or make a donation online at <http://www.3gaits.org/donate.htm>. I hope you will give as generously as you can, so that we can continue to make great things happen for Sam and many others in our community.

Thank you for all you do for Three Gaits. We're grateful for your support.

Dena Duncan

Dena Duncan
Executive Director

"It gives me such joy to work with all of you, spend time with the horses and get to know the clients. The work you do to improve the quality of their lives is really inspiring...I am grateful to all the two- and four-legged creatures at Three Gaits for making that possible."

– Volunteer



"The environment at Three Gaits is inclusive. The horses are devoted, the volunteers are dedicated and the staff is remarkable."

– Parent of a rider



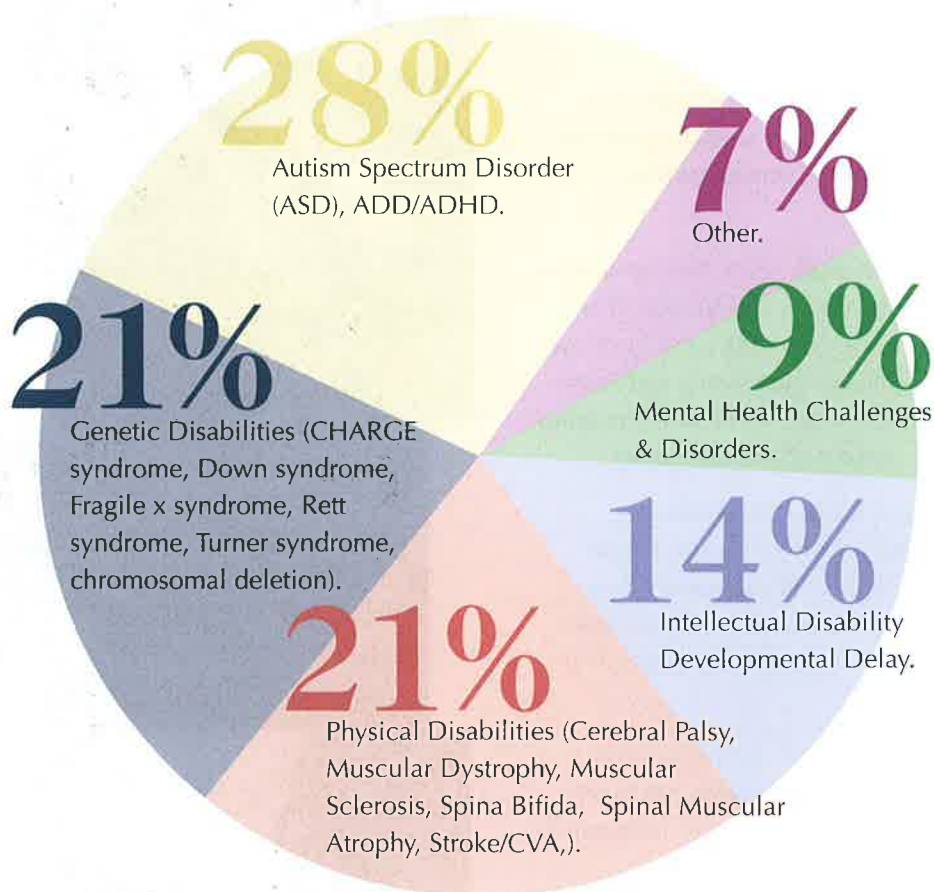
This Year at Three Gaits

266 participants were served over three 12-week sessions.

13% of participants received a scholarship.

80% of the cost of every rider's participation was subsidized by Three Gaits in order to keep our program prices low and accessible to more people.

32% of riders at Three Gaits are under 10 years old.



13% of our annual budget or **\$41,790** is spent caring for our horses.

These costs include; farrier, veterinary, hay, grain and supplements.

Did you know...

Each week it costs \$435.46 to feed the program horses at Three Gaits.

While there are more than 30 equine-assisted activity and therapy programs in Wisconsin, Three Gaits is one of only five that have achieved the Premier Accredited Center status with PATH International.

Three Gaits has eight PATH-Certified Registered Instructors, and four PATH-Certified Advanced Instructors – the only four from the state of Wisconsin.

Three Gaits is celebrating its 35th anniversary in 2018. Make sure to mark your calendars for Friday, October 5th to join us in celebrating 35 years!



JAN 18 2017

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STOUGHTON, WI



Stoughton Utilities

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Application for Funds from RoundUP Program Donation

Organization Name: VSA Wisconsin, Inc. Phone #: 608-241-2131

Organization Address: 1709 Aberg Avenue, Suite 1, Madison, WI 53704

Name of Individual Submitting Application: Kathie Wagner, President of VSA Wisconsin

Are you a non-profit organization? Yes No

Type of Request: Personal Group Community

How will the funds be used? VSA Wisconsin requests support for the VSA Choir of Stoughton.

The choir was established in 1995, and currently consists of approximately 17 enthusiastic adult singers with disabilities, ages 20 to 60, who rehearse with choral director and licensed music therapist, Kim Weiss, and keyboard accompanist, Laurie Mecum, once a week at United Methodist Church in Stoughton. The rehearsal schedule culminates in two to four well attended local public concert performances over the course of the season.

What are the benefits to the Stoughton Community? The VSA Choir of Stoughton fills a void for many individuals with disabilities who seek structured activities to complement their home and work life. It provides an outlet for creative expression and helps members become less socially isolated and marginalized, and more participatory in the social, cultural, and economic life of Stoughton. The Choir provides transformative tools that build confidence, structure and focus in the lives of individuals with disabilities. We take adults who society has told are spectators, and we help them transform themselves into joyful performers. The Choir is also crucial in helping extinguish stereotypes regarding disability, by bringing the public face-to-face with the talents of people with different abilities.

What other information would you like to share? _____

The Stoughton community embraces the choir through attendance at concerts and through individual donations.

The Project Budget for the VSA Choir of Stoughton is \$10,341.

Applicant Signature: *Kathie Wagner* Date: January 12, 2017
Applicant Signature: _____ Date: _____



Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Stoughton Utilities personnel status

Lead Journeyman Lineman Don Hanson tendered his resignation and notice of retirement after 41 years as a lineman at Stoughton Utilities. His retirement was effective January 2, 2018.

Don began his career at the City of Stoughton Utilities on November 29, 1976 as an electric lineman, and has been working on the overhead and underground electric distribution system in Stoughton and the surrounding townships since. At the time Don was hired, the City of Stoughton had 7,499 residents. Don has also served as a volunteer firefighter for the Stoughton Fire Department since 1978.

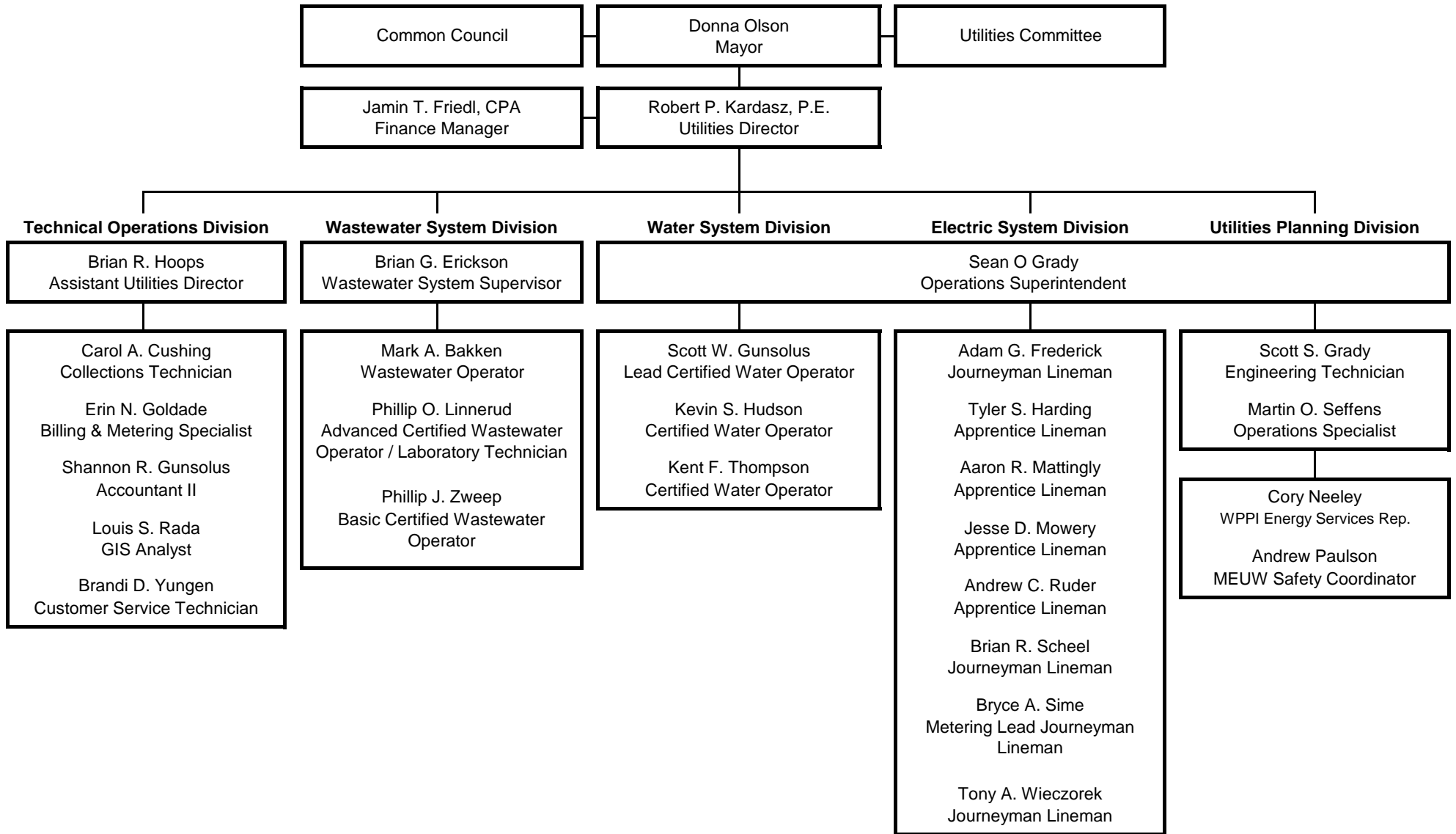
Apprentice Lineman Steven Hartman tendered his resignation, effective November 17, 2017.

The recruitment process for replacement employees for these positions began in November, and we interviewed qualified candidates in early December.

Tony Wieczorek began his employment as a Journeyman Lineman at Stoughton Utilities on December 18, 2017. Tony comes to us from Waunakee Utilities, where he was a Journeyman Lineman for 23 years, and was the Lead Lineman for the utility.

Aaron Mattingly began his employment as an Apprentice Lineman at Stoughton Utilities on January 2, 2018. Aaron starts out as a 4th year apprentice, and is expected to complete his schooling to gain journeyman status in June. Aaron comes to us from Evansville Utilities, where he began his apprenticeship. Aaron is also a licensed Master Electrician.

Encl.





Stoughton Utilities

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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018
To: Stoughton Utilities Committee
From: Robert P. Kardasz, P.E.
Stoughton Utilities Director
Subject: Proposed position description for Utilities Water System Supervisor

This proposed Utilities Water Division Supervisor position description is a replacement for the existing position that was not refilled following a May 2013 retirement. Since that time, these duties and responsibilities have been overseen and conducted by the Utilities Operations Superintendent.

Federal and state regulations from the Safe Drinking Water Act related to water distribution systems and drinking water quality continue to be added and modified, and the City of Stoughton continues to grow, with new infrastructure being installed and aging infrastructure updated. As such, it is proposed that now is the time to restore a dedicated Water System Supervisor position reporting to the Utilities Operations Superintendent, with oversight of water division personnel and operations. We anticipate this position will be filled with an internal candidate, and there are funds available for the fiscal impact to be determined, without exceeding our current 2018 budget.

The current position description was last reviewed in 2004, and the proposed modifications reflect organizational and technological changes since that time, along with advancements in the industry and regulatory agencies.

We are requesting that the Stoughton Utilities Committee approve the proposed position description for the Utilities Water System Supervisor at a compensation wage scale to be determined by the Stoughton Human Resources and Risk Management Director, and recommend its approval to the Stoughton Personnel Committee and the Stoughton Common Council.

Encl.

City of Stoughton Position Description

Name: Department: Stoughton Utilities
Title: Water System Supervisor **Pay Grade:** **FLSA:** N
Date: February, 200418 **Reports To:** Utilities Director Operations
Superintendent

Purpose of Position

The purpose of this position is to supervise, ~~direct~~oversee, and coordinate water pumping and storage facilities, and water distribution system operations and activities 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.

- Supervises ~~and directs~~ the operation and maintenance of the water utility pumping, storage, and distribution system; ~~ensures compliance with regulatory agency requirements, utility policies, etc.;~~ provides recommendations and assists with the coordination and implementation of water pumping and distribution system improvements.
- Supervises and directs the installation and maintenance of water service connections and metering. Coordinates all on-site activities associated with water distribution replacements and service lateral upgrades with contractors, residents, and engineers.
- Establishes and maintains the water metering standardization replacement program, and supervises the operation of the water meter testing program to ensure compliance with Wisconsin Public Service Commission (WPSC) regulations.
- Supervises and coordinates the distribution of field notification for construction and planned service interruptions.
- Supervises the maintenance of the water utility's material inventory; receives packing slips, places material in stock, and approves payment.
- Supervises the extraction of water samples on scheduled basis and submits samples for testing. Ensures all water sampling mandates are followed, including appropriate chain of custody. Monitors correct chlorine and fluoride residuals. Coordinates and monitors annual lead and copper sampling programs.
- Coordinates the activities of Water ~~System~~ Division personnel; ~~E~~establishes and maintains productivity reports; prepares and assigns work orders; schedules tasks as required; conducts performance evaluations; coordinates introductory and continuing training programs; reviews and recommends the approval of time sheets; schedules and recommends the approval of employee overtime, vacation, and sick leave, etc.
- Develops standard operating procedures to ensure safe, accurate, and proper water utility operations. Recommends policy changes.
- Assists with the preparation ~~and monitors~~ of the water utility annual budget and 20-year capital improvement plan. Monitors annual expenditures for compliance with approved budgets and plans.
- Recommends and implements new methods in the operation of the distribution system, and pumping and storage facilities.
- ~~Assists with the preparation of the utilities 20-year capital projects program.~~

Water System Supervisor

- ~~• Supervises and directs the installation and maintenance of water and wastewater service connection and metering; establishes and maintains the metering standardization replacement program; directs the operation of the water meter testing program.~~
- ~~• Supervises and directs the field notification for construction, disconnection, and reconnection of customer service.~~
- Receives and coordinates the responses to customer inquiries and complaints; makes recommendations and performs corrective action in response to customer inquiries and complaints.
- Reviews proposed engineering and construction plans for reconstruction projects and new building developments, and provides comments for corrections and additions.
- Maintains records and prepares reports as required.
- Monitors and oversees the utility's water Cross-Connection Control Program, in accordance with Wisconsin Department of Natural Resources requirements.
- Monitors and records data and operations on the water/wastewater SCADA system.
- Prepares recommendations for materials purchases and quality standards; maintains contacts with vendors; assists with the evaluation of proposals; prepares purchase orders, and acquires ~~some~~ materials as required.
- ~~• Maintains material inventory, receives packing slips, places material in stock and approves payment.~~
- Prepares daily material sheets; reviews daily return-to-stock sheets; determines material to be retired and monitors retired materials procedures.
- Ensures that all safety standards are met by water utility personnel, and complies with all Stoughton ~~Municipal~~ Utilities Safety Programs.
- ~~• Recommends and implements new methods in the operation of the distribution systems, and the pumping and storage facilities.~~
- Operates Utilities Geographic Information Systems (GIS) software; updates asset and property records via computerized systems as required. Recommends mapping and collector data updates and system improvements.
- ~~• Operates water/wastewater SCADA system.~~
- ~~• Assists with wastewater and electric operations as required.~~
- ~~• Extracts water samples on scheduled basis and submits samples for testing. Monitors correct chlorine and fluoride residuals.~~

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.
- Assists with all utility operations as required.

Minimum Training and Experience Required to Perform Essential Job Functions

- ~~High School graduate with technical training in water pumpage, storage and distribution, and three to five years related experience, including supervisory experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities, and required WDNR operator certification for the Stoughton waterworks. Commercial driver's license with tanker and airbrake certification required.~~ High School diploma or equivalent, with five or more years water operator experience. Associates degree in water treatment or water system management preferred.
- 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 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 comprehend and interpret a variety of documents including lab reports; ~~water main plans and specifications, Wisconsin Department of Natural Resources (WDNR) DNR and Wisconsin Public service commission (WPSC) reports, rules, and regulations;~~ time sheets; well readings; continuing property records for hydrants records, valves records, services, and meter records; inventory records, reservoir and tower level charts; operational maintenance manuals; ~~engineering reports,~~ training manuals; ~~statue-state statutes and local ordinances;~~ regulatory agency requirements, policy and procedure manuals; etc.
- Ability to comprehend, analyze, and interpret water main plans and specifications, engineering drawings, and as-built diagrams.
- Ability to prepare a variety of documents including WDNR and WPSC reports, purchase orders, time sheets, annual reports, meter reports, training reports, vehicle maintenance reports, etc. using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, explain procedures, and follow instructions.
- Ability to use and interpret civil and hydraulic engineering, mechanics al terminology, and basic chemistry and biology terminology.
- Ability to communicate effectively with Utility management and personnel, other City departments, customers, Utility and City personnel, law enforcement personnel, sales representatives, contractors, engineering consultants, insurance company representatives, and others verbally and in writing.
- Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percents, and make use of the principles of basic algebra, geometry, and descriptive statistics.

Judgement and Situational Reasoning Ability

- Requires the ability to apply principles of influence systems such as supervision, managing, leading, teaching, directing, planning, coordinating and controlling.
- Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.

Water System Supervisor

- Requires the ability to exercise the judgment, decisiveness, and creativity required in situations involving the direction, control and planning of an entire program or multiple programs.

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 operate and maintain water facilities equipment including backhoe, endloader, sewer cleaning machine, dump truck, etc.~~
- ~~Ability to operate a variety of mechanic's carpentry and electrical tools, including power tools.~~
- ~~Ability to operate SCBA equipment as required in the Stoughton Municipal Utilities Facilities.~~
- Ability to operate a variety of water utility testing, metering, and maintenance equipment.
- Ability to operate a variety of office equipment including personal computing devices, telephone, etc.
- 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. Ability to push, pull, lift and carry objects weighing up to 100 pounds.~~
- ~~Ability to climb in and out of trenches and carry heavy objects~~

Supervisory Skills

- Ability to assign, supervise, and review the work of others.
- Ability to make recommendations regarding the selection, training, discipline, and discharge of employees.

Environmental Adaptability

- Ability to work effectively in an office environment and as well as at utility construction sites with frequent exposure to temperature variations and precipitation, machinery noise and vibration, gas mains, and underground electric lines 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.

Water System Supervisor

Employee's Signature

Supervisor's Signature

Date

Date

**City of Stoughton
Position Description**

| | | | |
|---------------|-------------------------|--------------------|-------------------------------------|
| Name: | | Department: | Stoughton Utilities |
| Title: | Water System Supervisor | Pay Grade: | FLSA: N |
| Date: | February, 2018 | Reports To: | Utilities Operations Superintendent |

Purpose of Position

The purpose of this position is to supervise, oversee, and coordinate water pumping and storage facilities, and water distribution system operations and activities 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.

- Supervises the operation and maintenance of the water utility pumping, storage, and distribution system; provides recommendations and assists with the coordination and implementation of water pumping and distribution system improvements.
- Supervises and directs the installation and maintenance of water service connections and metering. Coordinates all on-site activities associated with water distribution replacements and service lateral upgrades with contractors, residents, and engineers.
- Establishes and maintains the water metering standardization replacement program, and supervises the operation of the water meter testing program to ensure compliance with Wisconsin Public Service Commission (WPSC) regulations.
- Supervises and coordinates the distribution of field notification for construction and planned service interruptions.
- Supervises the maintenance of the water utility's material inventory; receives packing slips, places material in stock, and approves payment.
- Supervises the extraction of water samples on scheduled basis and submits samples for testing. Ensures all water sampling mandates are followed, including appropriate chain of custody. Monitors correct chlorine and fluoride residuals. Coordinates and monitors annual lead and copper sampling programs.
- Coordinates the activities of Water Division personnel. Establishes and maintains productivity reports, prepares and assigns work orders, schedules tasks as required, conducts performance evaluations, coordinates introductory and continuing training programs, reviews and recommends the approval of time sheets, schedules and recommends the approval of employee leave, etc.
- Develops standard operating procedures to ensure safe, accurate, and proper water utility operations. Recommends policy changes.
- Assists with the preparation of the water utility annual budget and 20-year capital improvement plan. Monitors annual expenditures for compliance with approved budgets and plans.
- Recommends and implements new methods in the operation of the distribution system, and pumping and storage facilities.
- Receives and coordinates the response to customer inquiries and complaints; makes recommendations and performs corrective action in response to customer inquiries and complaints.
- Reviews proposed engineering and construction plans for reconstruction projects and new building developments, and provides comments for corrections and additions.

Water System Supervisor

- Maintains records and prepares reports as required.
- Monitors and oversees the utility's water Cross-Connection Control Program, in accordance with Wisconsin Department of Natural Resources requirements.
- Monitors and records data and operations on the water/wastewater SCADA system.
- Prepares recommendations for materials purchases and quality standards, maintains contacts with vendors, assists with the evaluation of proposals, prepares purchase orders, and acquires materials as required.
- Prepares daily material sheets; reviews daily return-to-stock sheets; determines material to be retired and monitors retired materials procedures.
- Ensures that all safety standards are met by water utility personnel, and complies with all Stoughton Utilities Safety Programs.
- Operates Utilities Geographic Information Systems (GIS) software; updates asset and property records via computerized systems as required. Recommends mapping and collector data updates and system improvements.

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.
- Assists with all utility operations as required.

Minimum Training and Experience Required to Perform Essential Job Functions

- High School diploma or equivalent, with five or more years water operator experience. Associates degree in water treatment or water system management preferred.
- 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 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 comprehend and interpret a variety of documents including lab reports; Wisconsin Department of Natural Resources (WDNR) and Wisconsin Public Service Commission (WPSC) reports, rules, and regulations; time sheets; well readings; continuing property records for hydrants, valves, services, and meter; inventory records, reservoir and tower level charts; operational maintenance manuals; training manuals; state statutes and local ordinances; policy and procedure manuals; etc.
- Ability to comprehend, analyze, and interpret water main plans and specifications, engineering drawings, and as-built diagrams.
- Ability to prepare a variety of documents including WDNR and WPSC reports, purchase orders, time sheets, annual reports, meter reports, training reports, vehicle maintenance reports, etc. using prescribed

Water System Supervisor

format and conforming to all rules of punctuation, grammar, diction, and style.

- Ability to record and deliver information, explain procedures, and follow instructions.
- Ability to use and interpret civil and hydraulic engineering, mechanical terminology, and basic chemistry and biology terminology.
- Ability to communicate effectively with Utility management and personnel, other City departments, law enforcement personnel, sales representatives, contractors, engineering consultants, insurance company representatives, and others verbally and in writing.
- Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percents, and make use of the principles of basic algebra, geometry, and descriptive statistics.

Judgement and Situational Reasoning Ability

- Requires the ability to apply principles of influence systems such as supervision, managing, leading, teaching, directing, planning, coordinating and controlling.
- Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.
- Requires the ability to exercise the judgment, decisiveness, and creativity required in situations involving the direction, control and planning of an entire program or multiple programs.

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 operate a variety of water utility testing, metering, and maintenance equipment.
- Ability to operate a variety of office equipment including personal computing devices, telephone, etc.
- 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.

Supervisory Skills

- Ability to assign, supervise, and review the work of others.
- Ability to make recommendations regarding the selection, training, discipline, and discharge of employees.

Environmental Adaptability

- Ability to work effectively in an office environment as well as at utility construction sites under moderately unsafe and uncomfortable conditions where exposure to environmental factors such as temperature

Water System Supervisor

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



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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018

To: Stoughton Utilities Committee

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

Subject: Staffing plan and needs assessment

At the November 6, 2017 meeting of the Stoughton Personnel Committee, a request was made for all city departments to share their anticipated staffing needs for 2020, 2022, and 2027. The attached information was shared with the Director of Human Resources and Risk Management.

Encl.



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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018

To: Amy Jo Gillingham
Director of Human Resources and Risk Management

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

Subject: Stoughton Utilities staffing plan and needs assessment request from the Stoughton Personnel Committee

At the November 6, 2017 meeting of the Stoughton Personnel Committee, a request was made for all city departments to share their anticipated staffing needs for 2020, 2022, and 2027.

We do not currently expect to increase our staff of 26 between now through 2027, however do expect to reconfigure some positions as we have done in the past. We periodically reconfigure positions to best take advantage of current technological resources and to keep up with emerging utility trends, and this has allowed us to reduce our staffing level from the 28 employees back in 1980. We are unable to currently predict what those future reconfigured positions will be or when any reconfiguration(s) will take place.

Stoughton Utilities initiated succession planning in 1998, and completes the task annually in an effort to position the utility for the future. We completed our current plan in August of 2017, and I had shared the results with the Stoughton Utilities Committee. We anticipate the following retirements at this time:

| | |
|--------------|-------------|
| 2017 to 2022 | 5 employees |
| 2022 to 2027 | 3 employees |

As employees retire, or approach their anticipated retirement date, their positions will be reevaluated and possibly reconfigured. In some cases, replacement positions may be created and filled before the incumbent retires in order to provide training and the transfer of institutional knowledge, temporarily increasing our staffing above the current 26.

As has always been the case, all positions at Stoughton Utilities shall continue to be funded entirely by electric, wastewater, and water rates and we do not anticipate requesting any taxpayer funding.



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

Serving Electric, Water & Wastewater Since 1886

Date: January 9, 2018

To: Stoughton Utilities Committee

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

Subject: Utilities Committee Future Agenda Item(s)

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