



Smart Move

CITY OF MERRILL

Water & Sewage Utility

2401 River Street • Merrill, Wisconsin • 54452
Phone: 715.536.6561 • Fax: 715.539.2668

NOTICE

RE: Water and Sewage Committee Meeting to be held **Wednesday, April 24, 2013 at 5:00** p.m. in the basement conference room of City Hall.

Voting members: Alderperson John Burgener, Alderperson Kandy Peterson, and Alderperson Rob Norton

The following items will be on the agenda:

1. Review & approval of vouchers.
2. Discussion & recommendation to join the mutual aid response group WISWARN.
3. Review & discussion of 2012 Public Service Commission Annual Report.
4. Review & approve Ordinance change, Chapter 38, Article IV, Section 38.
5. Operations Report.
6. Public Comment.
7. Next meeting.
8. Adjournment.

Reviewed by,

John Burgener
Committee Chairperson

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-6561.

PACKET: 04913 util 4/15/13

VENDOR SET: 01

BANK : 4 UTILITY A/P

JR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
003108	AIRGAS USA, LLC I-9908140096	AIRGAS USA, LLC	R	4/15/2013		18.52CR	136800	18.52
003126	B & M TECHNICAL SERVICES INC I-2304	B & M TECHNICAL SERVICES INC	R	4/15/2013		2,028.42CR	136801	2,028.42
001521	BAY TOWEL I-033113	BAY TOWEL	R	4/15/2013		324.08CR	136802	324.08
002411	BECHER-HOPPE ASSOC INC I-032913	BECHER-HOPPE ASSOC INC	R	4/15/2013		839.99CR	136803	839.99
000445	JOHN S. BOUCHER I-WRWA - GREEN BAY	JOHN S. BOUCHER	R	4/15/2013		407.50CR	136804	407.50
002822	CAE CONSULTANTS INC I-1177-2	CAE CONSULTANTS INC	R	4/15/2013		190.00CR	136805	190.00
002809	CARQUEST OF MERRILL I-10846-123981	CARQUEST OF MERRILL	R	4/15/2013		14.98CR	136806	14.98
000381	CITY OF MERRILL I-SWG RPL ACCT	CITY OF MERRILL	R	4/15/2013		12,500.00CR	136807	12,500.00
001747	DEPT OF NATURAL RESOURCES I-RENEW CERT#31771	DEPT OF NATURAL RESOURCES	R	4/15/2013		45.00CR	136808	45.00
001867	ENVIROTECH EQUIPMENT CO. I-040413-8A	ENVIROTECH EQUIPMENT CO.	R	4/15/2013		164.98CR	136809	164.98
000212	FASTENAL COMPANY I-033113	FASTENAL COMPANY	R	4/15/2013		1,154.00CR	136810	1,154.00
000632	FERGUSON ENTERPRISES #331 I-0126533	FERGUSON ENTERPRISES #331	R	4/15/2013		279.22CR	136811	279.22
002661	FRONTIER I-WHSE ALARM 3/13	FRONTIER	R	4/15/2013		127.24CR	136812	127.24
000221	GRAINGER I-9083263070	GRAINGER	R	4/15/2013		4.51CR	136813	4.51

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JR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
000491	GERALD HOOKK I-WRWA - GREEN BAY	GERALD HOOKK	R	4/15/2013		173.10CR	136814	173.10
000228	J & H BERGE, INC I-033113	J & H BERGE, INC	R	4/15/2013		190.40CR	136815	190.40
000141	KIM KRIEWALD I-WRWA - GREEN BAY	KIM KRIEWALD	R	4/15/2013		360.00CR	136816	360.00
000751	L W ALLEN, INC I-094422	L W ALLEN, INC	R	4/15/2013		4,749.50CR	136817	4,749.50
000313	LINCOLN CO TREASURER'S OFFICE I-8561	LINCOLN CO TREASURER'S OFFICE	R	4/15/2013		305.77CR	136818	305.77
000317	MARTELLE WATER TREATMENT I-11073	MARTELLE WATER TREATMENT	R	4/15/2013		5,770.00CR	136819	5,770.00
000041	MERRILL ACE HARDWARE I-033113	MERRILL ACE HARDWARE	R	4/15/2013		289.52CR	136820	289.52
000328	MERRILL WATER UTILITY I-1024254000 LS WMAI	MERRILL WATER UTILITY	R	4/15/2013		34.53CR	136821	34.53
000093	MMG OCCUPATIONAL MEDICINE I-84869	MMG OCCUPATIONAL MEDICINE	R	4/15/2013		26.00CR	136822	26.00
000540	NAPA AUTO PARTS I-033113	NAPA AUTO PARTS	R	4/15/2013		6.63CR	136823	6.63
000336	NIENOW ELECTRIC, INC I-033113	NIENOW ELECTRIC, INC	R	4/15/2013		495.00CR	136824	495.00
000337	NORTH CENTRAL LABORATORIES I-033113	NORTH CENTRAL LABORATORIES	R	4/15/2013		4,578.19CR	136825	4,578.19
000351	OFFICE OF STATE TREASURER I-REVENUE BOND RE.	OFFICE OF STATE TREASURER	R	4/15/2013		10,000.00CR	136826	10,000.00
001979	P B B S EQUIPMENT CORPORATION I-033113	P B B S EQUIPMENT CORPORATION	R	4/15/2013		1,246.00CR	136827	1,246.00

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JR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
001392	PACE ANALYTICAL SERVICES INC I-033113	PACE ANALYTICAL SERVICES INC	R	4/15/2013		620.00CR	136828	620.00
000586	QUILL CORPORATION I-1577627	QUILL CORPORATION	R	4/15/2013		182.39CR	136829	182.39
002533	STRAND & ASSOCIATES INC I-0096486	STRAND & ASSOCIATES INC	R	4/15/2013		402.95CR	136830	402.95
000278	TRIDENT SUPPLY I-Q3043	TRIDENT SUPPLY	R	4/15/2013		55.90CR	136831	55.90
000568	U.S. POSTAL SERVICE I-POSTAGE - ADDTL	U.S. POSTAL SERVICE	R	4/15/2013		1,500.00CR	136832	1,500.00
000284	VIP ALL-VALUE I-003113	VIP ALL-VALUE	R	4/15/2013		35.98CR	136833	35.98
003025	VL MOTION SYSTEMS INC I-21897	VL MOTION SYSTEMS INC	R	4/15/2013		928.00CR	136834	928.00
000587	WI STATE LAB OF HYGIENE I-031013	WI STATE LAB OF HYGIENE	R	4/15/2013		20.00CR	136835	20.00
000285	WILLIE'S TIRE CENTER I-230322002	WILLIE'S TIRE CENTER	R	4/15/2013		15.00CR	136836	15.00
000656	WISCONSIN PUBLIC SERVICE I-033113	WISCONSIN PUBLIC SERVICE	R	4/15/2013		12,210.16CR	136837	12,210.16

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	38	0.00	62,293.46	62,293.46
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	38	0.00	62,293.46	62,293.46

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

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JR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
62	4/2013	24,446.37CR
63	4/2013	37,847.09CR
=====		
ALL		62,293.46CR

Mission Statement:

The mission of WisWARN is to support and promote statewide emergency preparedness, disaster response, and mutual aid assistance for Water and Wastewater organizations for natural and manmade events.

Sponsors:

CSWEA - Wisconsin Section
MEG - Water Division
MEG - Wastewater Division
Wisconsin Water Association
Wisconsin Wastewater Operator's Association
Wisconsin Alliance of Cities
League of Wisconsin Municipalities

Supporting Agencies

Dept of Natural Resources
Dept of Emergency Management
Public Service Commission



[Http://www.wiswarn.org](http://www.wiswarn.org)



Mutual Aid Response Network Member Benefits:

- Mutual aid agreements.
- Searchable web-based equipment inventories.
- Enhanced access to specialized resources.
- Expedited arrival of aid.
- Reduced administrative conflict.

WisWARN.org

Dan Lynch, WisWARN Chair
City of Janesville
123 E. Delavan Drive
Janesville, WI 53546

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Fax: 608-755-3125

Email: lynchd@ci.janesville.wi.us

Utilities
Helping
Utilities

Mutual Aid Response Network



Wisconsin
Water/Wastewater
Agency
Response
Network

WisWARN is a Voluntary Mutual Aid Response Network for Wisconsin Water and Wastewater Organizations

[WisWARN.org](http://www.wiswarn.org)

What is the purpose of WisWARN?

The purpose of WisWARN is to provide a network where water and wastewater organizations can locate emergency assistance in the form of personnel, equipment, supplies and materials and other needed resources. The objective is to provide rapid, short-term deployment of emergency services to recover from:

Natural Disasters —

Tornados, high winds, floods, ice storms, lightning & thunder storms, regional electrical outages, pandemic, etc.

Manmade Disasters —

Significant accidents, vandalism, hazardous materials release, riots, or terrorist attacks.

The establishment of a statewide mutual aid and assistance network is a core principle of National Preparedness.

How Does a Community Join WisWARN?

Is my community required to join WisWARN?

WisWARN is a voluntary program. You join to help your community.

What if my community can't respond during a disaster?

Signing the mutual aid agreement does not obligate your organization to provide emergency assistance to any organization during any emergency. Each request for assistance is separate and independent from all others.

How do I join WisWARN?

Step 1: Go to the WisWARN website: <http://www.WisWARN.org>.

Step 2: Click on the Join WisWARN button and complete the requested information.

Step 3: Print the WisWARN mutual aid agreement and membership resolution and take them to your governing board or council so they can authorize your organization's participation.

Step 4: Return the signed agreement and resolution to WisWARN.

Step 4: Log-in to the WisWARN website. Fill out the member's login information page, emergency contact and equipment database information.

Benefits of a Statewide Mutual Aid Program

- Creates one uniform statewide mutual aid program for all municipal Water and Wastewater utilities.
- Facilitates coordinated regional emergency responses.
- Effectively utilizes resources (manpower and equipment)
- Provides access to statewide and regional experts from a variety of local organizations.
- Expedites responses because mutual aid agreements are signed in advance of a disaster.
- Facilitates federal reimbursements if disaster funds become available (mutual aid agreements are required to receive federal funds).
- Reassures your public by helping to maintain continuity of vital service during emergencies.

WisWARN.org

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JOIN WisWARN!!!

By Dan Lynch, Janesville Utility Director and WisWARN Committee Chair

Wisconsin has formed a statewide mutual aid response and assistance network for water and wastewater. The Wisconsin Water/Wastewater Agency Response Network, known as WisWARN, was created to provide a statewide network to allow utilities from one community to help utilities in another community with personnel and resources following natural and manmade disasters. This network will extend across the entire state allowing any participating Wisconsin utility to receive aid or respond to a disaster in another Wisconsin community.

Do you want to become a part WisWARN? It's easy to join WisWARN. All you need is:

- 1) to be a municipal water or wastewater organization or utility; and
- 2) to get your governing board or council adopt a resolution

For more information about WisWARN in general or joining WisWARN go to its website:
WWW.WisWARN.org

The establishment of a mutual aid network of Wisconsin water and wastewater utilities will help ensure that vital community services remain operational following a disaster (such as the recent flooding in many parts of our state). Using WisWARN, you can see what resources are available and directly contact the utilities with those resources. There are no administrative delays, no government declarations are needed. The process is as simple as sending an email or picking up your phone. The contacted utility will determine if it can respond. (No WisWARN member is required to respond.) Not only is there a quick response, but the local utility stays in charge and gets what it asks for. The website is still being developed, but we want you to look at it because it will explain how WisWARN works.

Some of the benefits of joining WisWARN

- WisWARN will use a single statewide mutual aid agreement which will help reduce administrative conflict over such things as: insurance, workers compensation, equipment rental rates, and other cost related issues.
- There is no cost to join or annual cost to belong to WisWARN.
- There is no commitment or obligation to respond to a request from another utility
- It allows the local utility to remain in control of all response activities.
- Specialized operations, such as water and wastewater utilities, are assisted by other Utilities until the disaster is over or other aid is provided.
- It doesn't need to be an emergency, you can use WisWARN simply for finding parts or equipment to make repairs.

WisWARN has been endorsed by: CSWEA, MEG-Wastewater, MEG-Water, WRWA, WWA and WWOA as well as the Wisconsin Alliance of Cities, the WDNR, and the Wisconsin Department of Emergency Management.

WisWARN will be a good thing for your utility, for your community and for all of Wisconsin, so check it out at WWW.WisWARN.org

Please email or fax any questions or comments to:

Daniel L. Lynch, P.E.
WisWARN Committee Chair
Janesville Water & Wastewater Utilities
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Fax (608) 755-3125
lynchd@ci.janesville.wi.us

WisWARN MUTUAL AID AND ASSISTANCE AGREEMENT

Municipalities are vulnerable to a variety of natural and technological disasters and emergencies, and in times of a disaster or emergency, increased emergency response aid and assistance may reduce injury, damage and loss of life and property.

Section 66.0301 of the Wisconsin Statutes authorizes municipalities to enter into an agreement with other municipalities for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law.

Municipalities who sign this Agreement desire to join together to create and participate in an intrastate program for mutual aid and assistance for water and wastewater systems called WisWARN.

The purpose of WisWARN is to provide for cooperation and coordination of activities relating to emergency and disaster mitigation, preparedness, response, and recovery for water and wastewater systems; to prepare for prompt and efficient rescue, care, and treatment of threatened or affected persons; and to provide for the rapid and orderly rehabilitation of persons and restoration of property.

Section 166.03(7) of the Wisconsin Statutes specifically authorizes municipalities to cooperate to furnish emergency management services.

By signing this Agreement, a Municipality agrees to join and be a Member of WisWARN, and to comply with the understandings, commitments, terms, and conditions for providing and receiving emergency management aid and assistance as set forth in this Agreement.

ARTICLE I DEFINITIONS

- 1.1 Agreement means this WisWARN Mutual Aid and Assistance Agreement.
- 1.2 Authorized Official means an employee, officer, or designee of a Member that is authorized to request assistance; offer assistance; refuse to offer assistance or withdraw assistance under this Agreement.
- 1.3 Effective Date means the date established in accordance with Section 10.1.
- 1.4 Emergency means any occurrence that is, or could reasonably be beyond the capability of the services, personnel, equipment, and facilities of a Member to fully manage and mitigate internally. An emergency need not be declared pursuant to Chapter 166, Wis. Stats., to be an Emergency under this Agreement.
- 1.5 Member means any Municipality that signs this Agreement.
- 1.6 Municipality means the state or any department or agency thereof, or any city, village, town, county, sanitary district, metropolitan sewage district, sewer utility district, water utility district, municipal electric company, or any commission created by contract under sec. 66.0301, Wis. Stats., located in the State of Wisconsin.

1.7 National Incident Management System (NIMS) means a national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.

1.8 Non-Responding Member means a Member that does not provide aid or assistance during a Period of Assistance under WisWARN.

1.9 Period of Assistance means a specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an Emergency.

1.10 Requesting Member means a Member who requests aid or assistance under WisWARN.

1.11 Resource List means a list developed by a Member of personnel, equipment, materials and supplies which may be available to other Members during an Emergency.

1.12 Responding Member means a Member that responds to a request for aid or assistance under WisWARN.

1.13 Steering Committee means the WisWARN Steering Committee which is responsible for administering WisWARN. The Steering Committee is not intended to be a separate legal body but rather is a committee of municipalities created by contract under § 66.0301, Wis. Stats.

1.14 WisWARN means the intrastate mutual aid and assistance program established by this Agreement.

ARTICLE II ESTABLISHMENT OF WisWARN

2.1 Establishment of WisWARN. Recognizing that disasters and emergencies may require aid or assistance in the form of personnel, equipment, materials, and supplies from outside the area of impact, the Members hereby establish an intrastate program for mutual aid and assistance to water and wastewater systems called WisWARN. The purpose of WisWARN is to provide a program through which Members coordinate response activities and share resources during emergencies.

2.2 Membership. Any Municipality with a water or wastewater system who signs this Agreement and complies with its terms shall be a Member of WisWARN. The term "Municipality" has the definition set forth in this Agreement. Each Member is entitled to one vote.

2.3 Representation. Each Municipality who signs this Agreement affirmatively represents that it has the legal authority to sign the Agreement, and that it has the capacity to sue and be sued.

**ARTICLE III
ORGANIZATION AND ADMINISTRATION OF WisWARN**

3.1 Organization of WisWARN. An initial meeting of Members shall be held within sixty (60) days after the Effective Date of this Agreement. Members shall be provided with a minimum of twenty (20) days written notice of the first meeting. At the first meeting, Members shall elect four Members to serve as a Working Committee. The Working Committee shall be charged with developing proposed Bylaws for WisWARN. The Bylaws shall, at a minimum, provide that the Steering Committee is to be elected by the Members, the elections are to be held at least once every two years, and that the Steering Committee is to consist of a minimum of eight Steering Committee members, with at least one Steering Committee member from each of the six emergency management regions designated by the State of Wisconsin Division of Emergency Management if possible. The Bylaws shall identify the decisions that may be made by a majority vote of the Steering Committee, the decisions that may be made by a supermajority vote of the Steering Committee, and the decisions that require action by the Members. The Bylaws may also include provisions for designation and oversight of a fiscal agent to receive money and make disbursements under WisWARN. A copy of the proposed Bylaws shall be prepared and provided to all Members no later than six months after the first meeting. A meeting of the full membership shall be held to vote on the Bylaws. Written notice of the meeting shall be provided no later than twenty (20) days prior to the meeting. After approval of the Bylaws, the Steering Committee shall be elected in accordance with the Bylaws.

3.2 Administration by Steering Committee. After a Steering Committee is elected, WisWARN shall be administered by the Steering Committee. The Steering Committee is responsible for preparing and coordinating emergency planning and response activities for WisWARN consistent with this Agreement. The Steering Committee shall meet at least annually to address WisWARN issues and to review and update emergency preparedness and response procedures and protocols. The Steering Committee shall coordinate its work with the State of Wisconsin's emergency management and public health system.

3.3 Maintenance of List of Members. The Steering Committee shall maintain a master list of all Members and the emergency management regions designated by the State of Wisconsin Division of Emergency Management in which they are located.

3.4 Resource List. The Steering Committee shall develop recommendations on the format, information, and input standards for a Member's Resource List. The intent is that the Resource List will identify the personnel, equipment, materials and supplies which may be available from a Member during an Emergency.

3.5 Maintenance of Website. The Steering Committee shall establish and maintain a website which may be accessed by Members. The website shall include the Resource List developed by each Member which identifies the personnel, equipment, materials and supplies which may be available from a Member during an Emergency.

**ARTICLE IV
MEMBER RESPONSIBILITY**

4.1 Authorized Official and Contact Information. Members shall identify an Authorized Official and alternates, and provide contact information including 24-hour access information. Members shall update the information regularly or when changes occur.

4.2 Number of Responders. A Member may designate itself as one singular responding entity or it may identify its water and wastewater systems separately as responding entities. If multiple responding entities are identified, contact information shall be provided for each responding entity. Such designation does not affect a Member's status as a single municipality/ Responding Member under this Agreement.

4.3 Resource List. A Member shall develop a Resource List consistent with the recommendations of the Steering Committee which identifies the personnel, equipment, materials and supplies which may be available from a Member during an Emergency. The Member is responsible to keep its Resource List current and up to date.

ARTICLE V REQUESTS FOR ASSISTANCE

5.1 Member Request. In the event of an Emergency, a Member's Authorized Official may request mutual aid and assistance for its water and wastewater system from another Member. Requests for assistance may be made orally or in writing. When made orally, the request for personnel, equipment, and supplies shall be prepared in writing as soon as practicable. Requests for assistance shall be directed to the Authorized Official of the other Member. Specific protocols for requesting aid shall be developed by the Steering Committee and be available through the WisWARN Website.

5.2 Response to a Request for Assistance. Members are not obligated to respond to a request for assistance. However, after a Member receives a request for assistance, the Authorized Official shall evaluate whether or not to respond, whether resources are available to respond, or if other circumstances would hinder response. Following the evaluation, the Authorized Official shall inform, as soon as possible, the Requesting Member whether it will respond. If the Member is willing and able to provide assistance, the Member should inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance.

5.3 Discretion of Responding Member's Authorized Official. Execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have sole and absolute discretion as to whether or not to respond, or the availability of resources to be used in such response. The decision of a Member's Authorized Official on the availability of resources shall be final.

ARTICLE VI RESPONDING MEMBER PERSONNEL

6.1 National Incident Management System. When providing assistance under this Agreement, the Requesting Member and Responding Member shall be organized and shall function under the NIMS.

6.2 Personnel. During the Period of Assistance, employees of a Member remain employees of that Member. Personnel sent by a Responding Member shall remain under the direct supervision of the Responding Member. The Requesting Member's Authorized Official shall have operational control of the overall Emergency response and shall coordinate response activities with the designated supervisor(s) of the Responding Member(s) in accordance with NIMS. The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance.

6.3 Food and Shelter. Responding Member's personnel must be self sufficient for up to 72 hours. When practical, the Requesting Member shall assist in supplying reasonable food and shelter for Responding Member personnel. If the Requesting Member is unable to provide food and shelter for Responding Member's personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. Except as provided in the following sentence, the cost for such resources must not exceed the State per diem rates for that area. To the extent food and shelter costs exceed the State per diem rates for the area, the Responding Member must demonstrate that the additional costs were reasonable and necessary under the circumstances. Reasonable and necessary costs associated with providing food and shelter, if such resources are not provided, shall be reimbursed in accordance with Article VII.

6.4 Communication. The Requesting Member shall provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radios in order to facilitate communications with other responders and the Requesting Member's personnel.

6.5 Status. To the extent provided by law, whenever the Responding Member's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of the Responding Member.

6.6 Licenses and Permits. To the extent permitted by law, Responding Member personnel that hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the specified Period of Assistance.

6.7 Right to Withdraw. The Responding Member's Authorized Official retains the right to withdraw some or all of its resources at any time for any reason at the Responding Member's sole and absolute discretion. Notice of intention to withdraw must be communicated to the Requesting Member's Authorized Official as soon as is practicable under the circumstances.

ARTICLE VII COSTS OF RESPONSE AND COST REIMBURSEMENT

7.1 Cost Reimbursement to Responding Member. Unless otherwise mutually agreed in whole or in part, the Requesting Member shall reimburse the Responding Member for the categories of costs listed in Sections 7.2 to 7.4 incurred during the specified Period of Assistance. The Responding Member shall track, record and submit its costs incurred during the specified Period of Assistance as provided in Sections 7.2 to 7.4. Failure to accurately track and record costs using the indicated categories may hamper the Responding Member's ability to qualify for or receive state, federal or third party disaster funding should such funding become available. If a Responding Member agrees to not seek cost reimbursement from a Requesting Member, the Responding Member need not track and record its costs as provided in Sections 7.2 to 7.4.

7.2 Personnel Costs. The Responding Member's designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Responding Member's personnel costs shall be calculated according to the terms provided in Responding Member's employment contracts or other conditions of employment for work.

Reimbursement requests may include all personnel costs, including salaries or hourly wages, contributions for fringe benefits, and indirect costs.

7.3 Equipment and Equipment Costs. Responding Member's costs for equipment used during the specified Period of Assistance shall include, but not be limited to, reasonable rental rates, all fuel, lubrication, maintenance, transportation, and loading and/or unloading of loaned equipment. Rates for equipment use shall be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates unless the Members agree, in writing, to different rates prior to the Responding Member supplying the equipment. Reimbursement for equipment not referenced on the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs. If Responding Member must lease a piece of equipment while its equipment is being repaired, Responding Member may claim reimbursement from Requesting Member for such rental costs. All equipment shall be returned to the Responding Member in good working order as soon as is practicable and reasonable under the circumstances.

7.4 Costs for Materials and Supplies. Responding Member's cost for expendable or non-returnable materials and supplies shall be based on in kind or actual replacement costs, plus handling charges. The Responding Member must not charge direct fees or rental charges to the Requesting Member for other supplies and reusable items that are returned to the Responding Member in a clean, damage-free condition. Reusable supplies that are returned to the Responding Member with damage may be treated as expendable supplies for purposes of cost reimbursement.

7.5 Payment Period for Cost Reimbursement. In order to receive cost reimbursement, the Responding Member must provide an itemized bill to the Requesting Member for all expenses incurred by the Responding Member while providing assistance under this Agreement. The Responding Member must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Responding Member may request additional periods of time within which to submit the itemized bill, and Requesting Member shall not unreasonably withhold consent to such request. The Requesting Member must pay the bill in full on or before the forty-fifth (45th) day following the billing date. The Requesting Member may request additional periods of time within which to pay the itemized bill, and Responding Member shall not unreasonably withhold consent to such request, provided, however, that all payment shall occur not later than one-year after the date a final itemized bill is submitted to the Requesting Member.

7.6 Records. Each Requesting Member and their duly Authorized Officials shall have access to a Responding Member's books, documents, notes, reports, papers and records which are directly pertinent to this Agreement for the purposes of reviewing the accuracy of a cost bill or making a financial, maintenance or regulatory audit. Such records shall be maintained for at least three (3) years or longer where required by law.

ARTICLE VIII RISK ALLOCATION

8.1 Immunity. All Members are governmental entities entitled to governmental immunities under law, including but not limited to Section 893.80, Wis. Stats. Nothing contained herein shall waive the rights and defenses to which each Member may be entitled under law, including but not limited to all of the immunities, limitations, and defenses under Section 893.80, Wis. Stats.(2005-2006), or any subsequent amendments thereof.

8.2 Member Responsible for Own Actions. Each Member shall bear the risk of its own actions, as it does with its day-to-day operations.

8.3 Employee Claims. The employees of a Responding or Requesting Member shall be covered by his or her employing Member for purposes of worker's compensation, unemployment insurance, and benefits under ch. 40 Wisconsin statutes regardless of whether their Member employer is a Responding or Requesting Member.

8.4 Insurance. Members shall maintain insurance policies or maintain self insurance programs that cover activities that it may undertake by virtue of membership in WisWARN.

8.5 Survival of Obligations. The obligations set forth in this Article VIII shall survive the termination or expiration of this Agreement.

ARTICLE IX DISPUTES

9.1 Disputes. If any controversy or claim arises out of, or relates to, the execution of this Agreement, including, but not limited to, alleged breach of the Agreement, the disputing Members shall attempt to resolve the dispute by negotiation.

ARTICLE X EFFECTIVE DATE; MODIFICATION; TERMINATION

10.1 Effective Date for Establishing WisWARN. In order to be effective, four (4) Municipalities must sign this Agreement to join WisWARN. The Effective Date for establishing WisWARN shall be the date on which the fourth Municipality signs the Agreement to join WisWARN.

10.2 New Members. Municipalities may join WisWARN by signing this Agreement. After the Effective Date established by Section 10.1, a Municipality shall become a WisWARN Member upon signing the Agreement.

10.3 Termination of Member. A Municipality's membership in WisWARN shall be terminated, in accordance with procedures established by the Steering Committee, if the Municipality fails to meet the Member's Responsibilities under Article IV.

10.4 Withdrawal of Member. A Member may withdraw from this Agreement by providing written notice of its intent to withdraw to the Steering Committee. Withdrawal takes effect 60 days after the Steering Committee receives the notice.

10.5 Effect of Termination or Withdrawal of Member. A Member's termination or withdrawal from this Agreement shall not affect in any way any liabilities or obligations incurred under the terms of this Agreement, including but not limited to a Member's duty to reimburse a Responding Member for costs incurred during a Period of Assistance. A Member's termination or withdrawal shall not affect the continuing existence of this Agreement among the remaining Members.

10.6 Modification of Agreement. No provision of this Agreement may be modified, altered or rescinded by individual Members to the Agreement. The process for modifying the Agreement shall be established in the Bylaws, and at a minimum shall require a two-thirds (2/3) majority vote of Members. Approved modifications take effect thirty days after the vote of the Members.

10.7 Termination of WisWARN. WisWARN shall continue in effect as long as there are at least four Members. In the event there are fewer than four Members, WisWARN shall terminate. The process for handling the termination of WisWARN shall be established in the Bylaws.

ARTICLE XI MISCELLANEOUS

11.1 Prior Agreements. If a Member requests or provides assistance for a water or wastewater system under WisWARN for a Period of Assistance, the terms of this Agreement shall supersede all prior agreements between the Requesting Member and the Responding Member related to the request or provision of assistance for water or wastewater systems to the extent that such prior agreements are inconsistent with this Agreement.

11.2 Severability. The Members agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Members shall be construed and enforced as if the Agreement did not contain the invalid term or provision.

11.3 Waiver. Failure to enforce strictly the terms of this Agreement on one or more occasions shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on any other occasion.

11.4 Headings. The headings of various articles and sections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement or their interpretation.

11.5 Prohibition on Third Parties and Assignment of Rights/Duties. This Agreement is for the sole benefit of the Members and no person or entity must have any rights under this Agreement as a third party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and without effect.

11.6 No Joint Venture. This Agreement does not establish or evidence a joint venture or partnership between the parties.

11.7 Execution of Counterparts. This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto were upon the same instrument.

SIGNATURE PAGE

In consideration of the covenants and obligations set forth in this Agreement, the Municipality listed below manifests its intent to be a Member of WisWARN, and agrees to comply with the understandings, commitments, terms, and conditions set forth in this Agreement, by executing this Agreement on this _____ day of _____ 20_____.

NAME OF MUNICIPALITY

By: _____

Witness: _____

Title: _____

Title: _____

Please Print Name

Please Print Name

Approved as to form and legality

By: _____
Attorney of Member

Please Print Name

Appendix A
Emergency Contact Information for Member Responders

MUNICIPALITY SERVED:

The (City, Village, Town, County, Commission, District, etc.) of _____
_____, located in the County(s) of _____

State number of responding entities that will be listed with this Municipality: _____

Date Emergency Contact Information Provided: _____

Name of Member's Voting Representative _____

First Responding Entity: _____

Primary Contact
Authorized Official/Title: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Office Phone: _____ Fax: _____

Emergency/After Hours Phone: _____

Secondary Contact
Name/Title: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Office Phone: _____ Fax: _____

Emergency/After Hours Phone: _____

Second Responding Entity: _____

Primary Contact
Authorized
Official/Title: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Office Phone: _____ Fax: _____

Emergency/After Hours Phone: _____

Secondary Contact
Name/Title: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Office Phone: _____ Fax: _____

Emergency/After Hours Phone: _____

List additional Responding Entities as needed with the requested contact information.

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE WisWARN MUTUAL AID AND ASSISTANCE PROGRAM**

WHEREAS, Wis. Stats. §66.0301, authorizes a municipality to enter into an agreement with other municipalities for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law; and

WHEREAS, pursuant to Wis . Stats. §66.0301, Wisconsin municipalities together seek to create and participate in an intrastate program for mutual aid and assistance for water and wastewater systems called WisWARN; and

WHEREAS, the purpose of WisWARN is to provide for cooperation and coordination of activities relating to emergency and disaster mitigation, preparedness, response, and recovery for municipal water and wastewater systems; and

WHEREAS, WisWARN is established by municipalities adopting the WisWARN Mutual Aid and Assistance Agreement pursuant to Wis. Stats. §66.0301 and becoming a member of WisWARN; and

WHEREAS, the governing body of (name of governmental unit) considers it to be in the best interests of the (City) (County) (Town) to be a party to the WisWARN Mutual Aid and Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED, that (name of governmental unit):

1. Authorizes (position title of designated employee or official) to sign the WisWARN Mutual Aid and Assistance Agreement, and deliver it to (a) the Chair of the WisWARN Steering Committee, or (b) if the WisWARN Steering Committee has not yet been established, the Wisconsin Department of Natural Resources, c/o Zoe McManama, Water Infrastructure Security Specialist, Bureau of Drinking Water and Groundwater, PO Box 7921 - Madison, Wisconsin 53707-7921; and

2. Agrees the (name of governmental unit) will comply with all terms of the Agreement.

PASSED AND ADOPTED, this ____ day of _____, 20 ____.



3014 (01-06-12)

ANNUAL REPORT

OF

Name: CITY OF MERRILL WATER UTILITY

Principal Office: 1004 EAST FIRST STREET
MERRILL, WI 54452

For the Year Ended: DECEMBER 31, 2012

WATER, ELECTRIC, OR JOINT UTILITY TO PUBLIC SERVICE COMMISSION OF WISCONSIN

P.O. Box 7854
Madison, WI 53707-7854
(608) 266-3766

This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.

GENERAL RULES FOR REPORTING

1. Prepare the report in conformity with the Uniform System of Accounts prescribed by the Public Service Commission of Wisconsin.
2. Numeric items shall contain digits (0-9). A minus sign "-" shall be entered in the software program to indicate negative values. Parentheses shall not be used for numeric items. The program will convert the minus sign to parentheses for hard copy annual report purposes. Negative values may not be allowed for certain entries in the annual report due to restrictions contained in the software program.
3. The annual report should be complete in itself in all particulars. Reference to reports of former years should not be made to take the place of required entries except as otherwise specifically authorized.
4. Whenever schedules call for data from the previous year, the data reported must be based upon those shown by the annual report of the previous year or an appropriate explanation given why different data is being reported for the current year. Where available, use an adjustment column.
5. All dollar amounts will be reported in whole dollars.
6. Wherever information is required to be shown as text, the information shall be shown in the space provided using other than account titles. In each case, the information shall be properly identified. Footnote capability is included in the annual report software program and shall be utilized where necessary to further explain particulars of a schedule.

SIGNATURE PAGE

I KATHY UNERTL of
(Person responsible for accounts)

CITY OF MERRILL WATER UTILITY, certify that I
(Utility Name)

am the person responsible for accounts; that I have examined the following report and, to the best of my knowledge, information and belief, it is a correct statement of the business and affairs of said utility for the period covered by the report in respect to each and every matter set forth therein.

(Signature of person responsible for accounts) 03/31/2013
(Date)

FINANCE DIRECTOR
(Title)

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IDENTIFICATION AND OWNERSHIP

Exact Utility Name: CITY OF MERRILL WATER UTILITY
Utility Address: 1004 EAST FIRST STREET
MERRILL, WI 54452

When was utility organized? 7/31/1947

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: KIM KRIEWALD

Title: UTILITY SUPERINTENDENT

Office Address:

2401 RIVER STREET
MERRILL, WI 54452

Telephone: (715) 536 - 6561

Fax Number: (715) 539 - 2668

Email Address: KIM.KRIEWALD@CI.MERRILL.WI.US

Individual or firm, if other than utility employee, preparing this report:

Name: DAVID MACCOUX, CPA

Title: SHAREHOLDER

Office Address: SCHENCK SC

2200 RIVERSIDE DR
P.O. BOX 23819
GREEN BAY, WI 54305-3819

Telephone: (920) 455 - 4114

Fax Number: (920) 617 - 2511

Email Address: DAVID.MACCOUX@SCHENCKSC.COM

President, chairman, or head of utility commission/board or committee:

Name: JOHN BURGNER

Title: CHAIRMAN

Office Address:

2401 RIVER STREET
MERRILL, WI 54452

Telephone: (715) 536 - 6561

Fax Number: (715) 539 - 2668

Email Address: KATHY.UNERTL@CI.MERRILL.WI.US

Are records of utility audited by individuals or firms, other than utility employee?

YES

Individual or firm, if other than utility employee, auditing utility records:

Name: DAVID MACCOUX, CPA

Title: SHAREHOLDER

Office Address: SCHENCK SC

2200 RIVERSIDE DR
P.O. BOX 23819
GREEN BAY, WI 54305-3819

Telephone: (920) 455 - 4114

Fax Number: (920) 617 - 2511

Email Address: DAVID.MACCOUX@SCHENCKSC.COM

IDENTIFICATION AND OWNERSHIP

Date of most recent audit report: 3/31/2013

Period covered by most recent audit: FYE 12/31/12

Names and titles of utility management including manager or superintendent:

Name: KIM KRIEWALD

Title: UTILITY SUPERINTENDENT

Office Address:

2401 RIVER STREET
MERRILL, WI 54452

Telephone: (715) 536 - 6561

Fax Number: (715) 539 - 2668

Email Address: KIM.KRIEWALD@CI.MERRILL.WI.US

Name of utility commission/committee: WATER AND SEWAGE COMMITTEE

Names of members of utility commission/committee:

MR JOHN BURGNER, ALDERPERSON, CHAIRPERSON

MR ROB NORTON, ALDERPERSON

MS KANDY PETERSON, ALDERPERSON

Is sewer service rendered by the utility? YES

If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes? NO

Date of Ordinance:

Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)? NO

Provide the following information regarding the provider(s) of contract services:

Firm Name: NONE

Contact Person:

Title:

Telephone:

Fax Number:

Email Address:

Contract/Agreement beginning-ending dates:

Provide a brief description of the nature of Contract Operations being provided:

INCOME STATEMENT

Particulars (a)	This Year (b)	Last Year (c)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	1,353,634	1,366,296	1
Operating Expenses:			
Operation and Maintenance Expense (401-402)	650,702	615,272	2
Depreciation Expense (403)	273,350	213,591	3
Amortization Expense (404-407)	0	0	4
Taxes (408)	275,588	270,315	5
Total Operating Expenses	1,199,640	1,099,178	
Net Operating Income	153,994	267,118	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	153,994	267,118	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	2,573	1,735	7
Income from Nonutility Operations (417)	0	0	8
Nonoperating Rental Income (418)	0	0	9
Interest and Dividend Income (419)	6,850	4,271	10
Miscellaneous Nonoperating Income (421)	240,802	4,032	11
Total Other Income	250,225	10,038	
Total Income	404,219	277,156	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	(27,345)	(27,345)	12
Other Income Deductions (426)	51,343	41,325	13
Total Miscellaneous Income Deductions	23,998	13,980	
Income Before Interest Charges	380,221	263,176	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	6,876	0	14
Amortization of Debt Discount and Expense (428)	0	1,438	15
Amortization of Premium on Debt—Cr. (429)	0	0	16
Interest on Debt to Municipality (430)	4,041	10,132	17
Other Interest Expense (431)	0	0	18
Interest Charged to Construction—Cr. (432)	0	0	19
Total Interest Charges	10,917	11,570	
Net Income	369,304	251,606	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	7,581,671	7,330,065	20
Balance Transferred from Income (433)	369,304	251,606	21
Miscellaneous Credits to Surplus (434)	0	0	22
Miscellaneous Debits to Surplus—Debit (435)	0	0	23
Appropriations of Surplus—Debit (436)	0	0	24
Appropriations of Income to Municipal Funds—Debit (439)	0	0	25
Total Unappropriated Earned Surplus End of Year (216)	7,950,975	7,581,671	

DETAILS OF INCOME STATEMENT ACCOUNTS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Income from Nonutility Operations, Account 417.

Description of Item (a)	Earnings (216.1) (b)	Contributions (216.2) (c)	Total This Year (d)	
UTILITY OPERATING INCOME				
Operating Revenues (400):				
Derived	1,353,634	0	1,353,634	1
Total (Acct. 400):	1,353,634	0	1,353,634	
Operation and Maintenance Expense (401-402):				
Derived	650,702	0	650,702	2
Total (Acct. 401-402):	650,702	0	650,702	
Depreciation Expense (403):				
Derived	273,350	0	273,350	3
Total (Acct. 403):	273,350	0	273,350	
Amortization Expense (404-407):				
Derived	0	0	0	4
Total (Acct. 404-407):	0	0	0	
Taxes (408):				
Derived	275,588	0	275,588	5
Total (Acct. 408):	275,588	0	275,588	
Revenues from Utility Plant Leased to Others (412):				
NONE			0	6
Total (Acct. 412):	0	0	0	
Expenses of Utility Plant Leased to Others (413):				
NONE			0	7
Total (Acct. 413):	0	0	0	
TOTAL UTILITY OPERATING INCOME:	153,994	0	153,994	
OTHER INCOME				
Income from Merchandising, Jobbing and Contract Work (415-416):				
Derived	2,573	0	2,573	8
Total (Acct. 415-416):	2,573	0	2,573	
Income from Nonutility Operations (417):				
NONE			0	9
Total (Acct. 417):	0	0	0	
Nonoperating Rental Income (418):				
NONE			0	10
Total (Acct. 418):	0	0	0	
Interest and Dividend Income (419):				
INTEREST ON CASH AND INVESTMENTS	6,850		6,850	11
Total (Acct. 419):	6,850	0	6,850	
Miscellaneous Nonoperating Income (421):				
Contributed Plant - Water		240,802	240,802	12
Total (Acct. 421):	0	240,802	240,802	

DETAILS OF INCOME STATEMENT ACCOUNTS

1. Report each Item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer Income should be reported as income from Nonutility Operations, Account 417.

Description of Item (a)	Earnings (216.1) (b)	Contributions (216.2) (c)	Total This Year (d)	
OTHER INCOME				
Miscellaneous Nonoperating Income (421):				
NONE			0	13
Total (Acct. 421):	0	0	0	
TOTAL OTHER INCOME:	9,423	240,802	250,225	
MISCELLANEOUS INCOME DEDUCTIONS				
Miscellaneous Amortization (425):				
Regulatory Liability (253) Amortization	(27,345)	0	(27,345)	14
NONE			0	15
Total (Acct. 425):	(27,345)	0	(27,345)	
Other Income Deductions (426):				
Depreciation Expense on Contributed Plant - Water	0	48,467	48,467	16
Total (Acct. 426):	0	48,467	48,467	
Other Income Deductions (426):				
CUMULATIVE EFFECT OF CHANGE IN ACCOUNTING PRINCIPLE	2,876		2,876	17
Total (Acct. 426):	2,876	0	2,876	
TOTAL MISCELLANEOUS INCOME DEDUCTIONS:	(24,469)	48,467	23,998	
INTEREST CHARGES				
Interest on Long-Term Debt (427):				
Derived	6,876	0	6,876	18
Total (Acct. 427):	6,876	0	6,876	
Amortization of Debt Discount and Expense (428):				
NONE			0	19
Total (Acct. 428):	0	0	0	
Amortization of Premium on Debt--Cr. (429):				
NONE			0	20
Total (Acct. 429):	0	0	0	
Interest on Debt to Municipality (430):				
Derived	4,041	0	4,041	21
Total (Acct. 430):	4,041	0	4,041	
Other interest Expense (431):				
Derived	0	0	0	22
Total (Acct. 431):	0	0	0	
Interest Charged to Construction--Cr. (432):				
NONE			0	23
Total (Acct. 432):	0	0	0	
TOTAL INTEREST CHARGES:	10,917	0	10,917	
NET INCOME:	176,969	192,335	369,304	

DETAILS OF INCOME STATEMENT ACCOUNTS

1. Report each Item (when individually or when like Items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Income from Nonutility Operations, Account 417.

Description of Item (a)	Earnings (216.1) (b)	Contributions (216.2) (c)	Total This Year (d)	
EARNED SURPLUS				
Unappropriated Earned Surplus (Beginning of Year) (216):				
Derived	6,123,588	1,458,083	7,581,671	24
Total (Acct. 216):	6,123,588	1,458,083	7,581,671	
Balance Transferred from Income (433):				
Derived	176,969	192,335	369,304	25
Total (Acct. 433):	176,969	192,335	369,304	
Miscellaneous Credits to Surplus (434):				
NONE			0	26
Total (Acct. 434):	0	0	0	
Miscellaneous Debits to Surplus--Debit (435):				
NONE			0	27
Total (Acct. 435)--Debit:	0	0	0	
Appropriations of Surplus--Debit (436):				
Detail appropriations to (from) account 215			0	28
Total (Acct. 436)--Debit:	0	0	0	
Appropriations of Income to Municipal Funds--Debit (439):				
NONE			0	29
Total (Acct. 439)--Debit:	0	0	0	
UNAPPROPRIATED EARNED SURPLUS (END OF YEAR):	6,300,557	1,650,418	7,950,975	

INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)	6,052				6,052	1
Costs & Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold	3,479				3,479	2
Payroll					0	3
Materials					0	4
Taxes					0	5
Other (list by major classes):						
NONE					0	6
Total costs and expenses	3,479	0	0	0	3,479	
Net income (or loss)	2,573	0	0	0	2,573	

REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
 2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)	
Total operating revenues	1,353,634	0	0	0	1,353,634	1
Less: interdepartmental sales	0		0	0	0	2
Less: Interdepartmental rents	0	0		0	0	3
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0				0	4
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained					0	5
Other Increases or (Decreases) to Operating Revenues - Specify:						
NONE					0	6
Revenues subject to Wisconsin Remainder Assessment	1,353,634	0	0	0	1,353,634	

DISTRIBUTION OF TOTAL PAYROLL

1. Amounts charged to Utility Financed and to Contributed Plant accounts should be combined and reported in plant or accumulated depreciation accounts.
2. Amount originally charged to clearing accounts as shown in column (b) should be shown as finally distributed in column (c).
3. The amount for clearing accounts in column (c) is entered as a negative for account "Clearing Accounts" and the distributions to accounts on all other lines in column (c) will be positive with the total of column (c) being zero.
4. Provide additional information in the schedule footnotes when necessary.

Accounts Charged (a)	Direct Payroll Distribution (b)	Allocation of Amounts Charged Clearing Accts. (c)	Total (d)	
Water operating expenses	183,361	0	183,361	1
Electric operating expenses	0	0	0	2
Gas operating expenses	0	0	0	3
Heating operating expenses	0	0	0	4
Sewer operating expenses	0	0	0	5
Merchandising and jobbing	0	0	0	6
Other nonutility expenses	0	0	0	7
Water utility plant accounts	0	0	0	8
Electric utility plant accounts	0	0	0	9
Gas utility plant accounts	0	0	0	10
Heating utility plant accounts	0	0	0	11
Sewer utility plant accounts	0	0	0	12
Accum. prov. for depreciation of water plant	0	0	0	13
Accum. prov. for depreciation of electric plant	0	0	0	14
Accum. prov. for depreciation of gas plant	0	0	0	15
Accum. prov. for depreciation of heating plant	0	0	0	16
Accum. prov. for depreciation of sewer plant	0	0	0	17
Clearing accounts	0	0	0	18
All other accounts	0	0	0	19
Total Payroll	183,361	0	183,361	

FULL-TIME EMPLOYEES (FTE)

Use FTE numbers where FTE stands for full-time employees or full-time equivalency. FTE can be computed by using total hours worked/2080 hours for a fiscal year. Estimate to the nearest tenth. If an employee works part time for more than one industry then determine FTE based on estimate of hours worked per industry.

Example: An employee worked 35% of their time on electric jobs, 30% on water jobs, 20% on sewer jobs and 15% on municipal nonutility jobs. The FTE by industry would be .4 for electric, .3 for water and .2 for sewer.

Industry (a)	FTE (b)	
Water	5.9	1
Electric		2
Gas		3
Sewer		4

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (101)	13,640,719	11,447,414	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (111)	4,424,553	4,095,832	2
Net Utility Plant	9,216,166	7,351,582	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0	0	5
Other investments (124)	732	907	6
Sinking Funds (125)	0	0	7
Depreciation Fund (126)	0	0	8
Other Special Funds (128)	0	0	9
Total Other Property and Investments	732	907	
CURRENT AND ACCRUED ASSETS			
Cash (131)	1,289,373	740,373	10
Special Deposits (134)	0	0	11
Working Funds (135)			12
Temporary Cash Investments (136)			13
Notes Receivable (141)	0	0	14
Customer Accounts Receivable (142)	293,944	299,783	15
Other Accounts Receivable (143)	113	267	16
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	17
Receivables from Municipality (145)	163,393	561,712	18
Plant Materials and Operating Supplies (154)	31,428	29,032	19
Merchandise (155)	0	0	20
Other Materials and Supplies (156)	0	0	21
Stores Expense (163)	0	0	22
Prepayments (165)	0	0	23
Interest and Dividends Receivable (171)			24
Accrued Utility Revenues (173)			25
Miscellaneous Current and Accrued Assets (174)			26
Total Current and Accrued Assets	1,778,251	1,631,167	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	2,876	27
Extraordinary Property Losses (182)	0	0	28
Preliminary Survey and Investigation Charges (183)	0	0	29
Clearing Accounts (184)	0	0	30
Temporary Facilities (185)	0	0	31
Miscellaneous Deferred Debits (186)	22,240	25,946	32
Total Deferred Debits	22,240	28,822	
Total Assets and Other Debits	11,017,389	9,012,478	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid In by Municipality (200)	752,008	752,008	33
Appropriated Earned Surplus (215)			34
Unappropriated Earned Surplus (216)	7,950,975	7,581,671	35
Total Proprietary Capital	8,702,983	8,333,679	
LONG-TERM DEBT			
Bonds (221)	1,613,829	0	36
Advances from Municipality (223)	207,101	230,741	37
Other Long-Term Debt (224)	0	0	38
Total Long-Term Debt	1,820,930	230,741	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	39
Accounts Payable (232)	99,478	33,299	40
Payables to Municipality (233)	0	0	41
Customer Deposits (235)			42
Taxes Accrued (236)	0	0	43
Interest Accrued (237)	10,178	3,699	44
Tax Collections Payable (241)			45
Miscellaneous Current and Accrued Liabilities (242)	83,041	82,936	46
Total Current and Accrued Liabilities	192,697	119,934	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	47
Customer Advances for Construction (252)			48
Other Deferred Credits (253)	300,779	328,124	49
Total Deferred Credits	300,779	328,124	
OPERATING RESERVES			
Property Insurance Reserve (261)			50
Injuries and Damages Reserve (262)			51
Pensions and Benefits Reserve (263)			52
Miscellaneous Operating Reserves (265)			53
Total Operating Reserves	0	0	
Total Liabilities and Other Credits	11,017,389	9,012,478	

NET UTILITY PLANT

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
First of Year:					
Total Utility Plant - First of Year	11,447,414	0	0	0	1
<i>(Should agree with Util. Plant Jan. 1 in Property Tax Equivalent Schedule)</i>					
Plant Accounts:					
Utility Plant In Service - Financed by Utility Operations or by the Municipality (101.1)	11,051,699	0	0	0	2
Utility Plant In Service - Contributed Plant (101.2)	2,576,573	0	0	0	3
Utility Plant Purchased or Sold (102)					4
Utility Plant Leased to Others (104)					5
Property Held for Future Use (105)					6
Completed Construction not Classified (106)					7
Construction Work in Progress (107)	12,447				8
Total Utility Plant	13,640,719	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant In Service - Financed by Utility Operations or by the Municipality (111.1)	3,494,577	0	0	0	9
Accumulated Provision for Depreciation of Utility Plant In Service - Contributed Plant (111.2)	929,976	0	0	0	10
Accumulated Provision for Depreciation of Utility Plant Leased to Others (112)					11
Accumulated Provision for Depreciation of Property Held for Future Use (113)					12
Accumulated Provision for Amortization of Utility Plant In Service (114)					13
Accumulated Provision for Amortization of Utility Plant Leased to Others (115)					14
Accumulated Provision for Amortization of Property Held for Future Use (116)					15
Total Accumulated Provision	4,424,553	0	0	0	
Other Utility Plant Accounts:					
Utility Plant Acquisition Adjustments (117)					16
Accumulated Provision for Amortization of Utility Plant Acquisition Adjustments (118)					17
Other Utility Plant Adjustments (119)					18
Total Other Utility Plant Accounts	0	0	0	0	
Net Utility Plant	9,216,166	0	0	0	

**ACCUMULATED PROVISION FOR DEPRECIATION OF UTILITY PLANT
ON UTILITY PLANT FINANCED BY UTILITY OPERATION
OR BY THE MUNICIPALITY (ACCT. 111.1)**

Depreciation Accruals (Credits) during the year (111.1):

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
Balance first of year (111.1)	3,214,000				3,214,000	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	273,350				273,350	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	13,800				13,800	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
					0	13
					0	14
					0	15
Total credits	287,150	0	0	0	287,150	16
Debits during year						17
Book cost of plant retired	6,573				6,573	18
Cost of removal					0	19
Other debits (specify):						20
					0	21
					0	22
					0	23
					0	24
Total debits	6,573	0	0	0	6,573	25
Balance end of year (111.1)	3,494,577	0	0	0	3,494,577	26
Footnotes						27

**ACCUMULATED PROVISION FOR DEPRECIATION OF UTILITY PLANT
ON CONTRIBUTED PLANT IN SERVICE
(ACCT. 111.2)**

Depreciation Accruals (Credits) during the year (111.2):

1. Report the amounts charged in the operating sections to Other Income Deductions (426).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
Balance first of year (111.2)	881,832				881,832	1
Credits During Year						2
Accruals:						3
Charged Other Income Deductions (426)	48,467				48,467	4
Depreciation expense on meters						5
charged to sewer (see Note 3)					0	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
					0	13
					0	14
					0	15
Total credits	48,467	0	0	0	48,467	16
Debits during year						17
Book cost of plant retired	323				323	18
Cost of removal					0	19
Other debits (specify):						20
					0	21
					0	22
					0	23
					0	24
Total debits	323	0	0	0	323	25
Balance end of year (111.2)	929,976	0	0	0	929,976	26
Footnotes						27

NET NONUTILITY PROPERTY (ACCTS. 121 & 122)

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	0			0	1
NONE	0			0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)	0			0	3
Net Nonutility Property	0	0	0	0	

ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)

Particulars (a)	Amount (b)	
Balance first of year		1
Additions:		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
Total Additions	<u>0</u>	
Deductions:		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
Total accounts written off	<u>0</u>	
Balance end of year	<u><u>0</u></u>	

MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)	
Electric Utility							
Fuel (151)					0	0	1
Fuel stock expenses (152)					0	0	2
Plant mat. & oper. sup. (154)					0	0	3
Total Electric Utility					0	0	

Account	Total End of Year	Amount Prior Year	
Electric utility total	0	0	1
Water utility (154)	31,428	29,032	2
Sewer utility (154)		0	3
Heating utility (154)		0	4
Gas utility (154)		0	5
Merchandise (155)		0	6
Other materials & supplies (156)		0	7
Stores expense (163)		0	8
Total Materials and Supplies	31,428	29,032	

**UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT
(ACCTS. 181 AND 251)**

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
Unamortized debt discount & expense (181)				
GO BONDS 11/98		428		1
Total			0	
Unamortized premium on debt (251)				
NONE				2
Total			0	

CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	752,008	1
Changes during year (explain):		
Balance end of year	<u>752,008</u>	2

BONDS (ACCT. 221)

1. Report hereunder information required for each separate issue of bonds.
 2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
 3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)	
REVENUE BOND	09/26/2012	05/01/2032	1.93%	1,613,829	1
Total Bonds (Account 221):				<u>1,613,829</u>	

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

- | |
|--|
| <ol style="list-style-type: none"> 1. Report each class of debt included in Accounts 223, 224 and 231. 2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223. 3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate. |
|--|

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Advances from Municipality (223)					
GENERAL OBLIGATION NOTE	01/15/2005	10/18/2020	1.97%	207,101	1
Total for Account 223				207,101	
Other Long-Term Debt (224)					
NONE	00/00/0000	00/00/0000	0.00%		2
Total for Account 224				0	
Notes Payable (231)					
NONE	00/00/0000	00/00/0000	0.00%		3
Total for Account 231				0	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Accruals:		
Charged water department expense	275,588	2
Charged electric department expense		3
Charged sewer department expense	5,603	4
Other (explain):		
NONE		5
Total Accruals and other credits	<u>281,191</u>	
Taxes paid during year:		
County, state and local taxes	259,011	6
Social Security taxes	20,885	7
PSC Remainder Assessment	1,295	8
Other (explain):		
NONE		9
Total payments and other debits	<u>281,191</u>	
Balance end of year	<u><u>0</u></u>	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
 2. Report Customer Deposits under Account 235.

Description of issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
Bonds (221)					
9/26/12 REVENUE BOND	0	6,876		6,876	1
Subtotal	0	6,876	0	6,876	
Advances from Municipality (223)					
3/15/02 G.O. NOTE	0			0	2
1/18/05 G.O. NOTE	3,699	4,041	4,438	3,302	3
11/98 G.O. REFUNDING BONDS	0			0	4
Subtotal	3,699	4,041	4,438	3,302	
Other Long-Term Debt (224)					
NONE	0			0	5
Subtotal	0	0	0	0	
Notes Payable (231)					
NONE	0			0	6
Subtotal	0	0	0	0	
Total	3,699	10,917	4,438	10,178	

DETAIL OF OTHER BALANCE SHEET ACCOUNTS

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Investment in Municipality (123):		
NONE		1
Total (Acct. 123):	0	
Other Investments (124):		
SPECIAL ASSESSMENTS	732	2
Total (Acct. 124):	732	
Sinking Funds (125):		
NONE		3
Total (Acct. 125):	0	
Depreciation Fund (126):		
NONE		4
Total (Acct. 126):	0	
Other Special Funds (128):		
NONE		5
Total (Acct. 128):	0	
Special Deposits (134):		
NONE		6
Total (Acct. 134):	0	
Notes Receivable (141):		
NONE		7
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	293,944	8
Electric		9
Sewer (Regulated)		10
Other (specify):		
NONE		11
Total (Acct. 142):	293,944	
Other Accounts Receivable (143):		
Sewer (Non-regulated)		12
Merchandising, jobbing and contract work	113	13
Other (specify):		
NONE		14
Total (Acct. 143):	113	
Receivables from Municipality (145):		
TEMPORARY CASH ADVANCE TO NONREGULATED MUNICIPALITY	140,298	* 15
TAX ROLL RECEIVABLES	23,095	* 16
Total (Acct. 145):	163,393	

DETAIL OF OTHER BALANCE SHEET ACCOUNTS

Report each Item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Prepayments (165):		
NONE		17
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		18
Total (Acct. 182):	0	
Preliminary Survey and Investigation Charges (183):		
NONE		19
Total (Acct. 183):	0	
Clearing Accounts (184):		
NONE		20
Total (Acct. 184):	0	
Temporary Facilities (185):		
NONE		21
Total (Acct. 185):	0	
Miscellaneous Deferred Debits (186):		
EARLY RET WRS- UAAL TO 2018 (AUTHORIZED BRUCE MANTHEY PSC LTR 1/05)	22,240	* 22
Total (Acct. 186):	22,240	
Payables to Municipality (233):		
NONE		23
Total (Acct. 233):	0	
Other Deferred Credits (253):		
Regulatory Liability	300,779	24
NONE		25
Total (Acct. 253):	300,779	

DETAIL OF OTHER BALANCE SHEET ACCOUNTS

Detail of Other Balance Sheet Accounts (Page F-22)

Miscellaneous Deferred Debits (Acct 186): amortization requires PSC authorization. Provide date of authorization.

EARLY RET WRS- UAAL TO 2018: AUTHORIZED BY BRUCE MANTHY PSC ITR JANUARY 2005

Please explain amounts in Accounts 143, 145 and/or 233 in excess of \$5,000, providing a short list or detail using other than terms such as "other revenues" "general" "miscellaneous" or repeating the account title.

DONE

RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include contributed plant in service, property held for future use, or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Add Average:						
Utility Plant in Service (101.1)	9,978,952	0	0	0	9,978,952	1
Materials and Supplies	30,230	0	0	0	30,230	2
Other (specify):						
NONE					0	3
Less Average:						
Reserve for Depreciation (111.1)	3,354,288	0	0	0	3,354,288	4
Customer Advances for Construction					0	5
Regulatory Liability	314,451	0	0	0	314,451	6
NONE					0	7
Average Net Rate Base	6,340,443	0	0	0	6,340,443	
 Net Operating Income	 153,994	 0	 0	 0	 153,994	 8
 Net Operating Income as a percent of						
Average Net Rate Base	2.43%	N/A	N/A	N/A	2.43%	

**REGULATORY LIABILITY - PRE-2003 HISTORICAL
ACCUMULATED DEPRECIATION ON CONTRIBUTED UTILITY
PLANT (253)**

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Balance First of Year	328,124	0	0	0	328,124	1
Add credits during year:					0	2
Deduct charges:						
Miscellaneous Amortization (425)	27,345	0	0	0	27,345	3
Other (specify):					0	4
Balance End of Year	<u>300,779</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>300,779</u>	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

4. Estimated changes in revenues due to rate changes.

5. Obligations incurred or assumed, excluding commercial paper.

6. Formal proceedings with the Public Service Commission.

7. Any additional matters.

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	This Year (b)	Last Year (c)	
Operating Revenues			
Sales of Water			
Sales of Water (460-467)	1,245,699	1,271,454	1
Total Sales of Water	1,245,699	1,271,454	
Other Operating Revenues			
Forfeited Discounts (470)	6,431	6,223	2
Rents from Water Property (472)	84,936	73,191	3
Interdepartmental Rents (473)	0	0	4
Other Water Revenues (474)	16,568	15,428	5
Total Other Operating Revenues	107,935	94,842	
Total Operating Revenues	1,353,634	1,366,296	
Operation and Maintenance Expenses			
Source of Supply Expenses (600-605)	0	0	6
Pumping Expenses (620-625)	61,674	74,971	7
Water Treatment Expenses (630-635)	65,875	67,143	8
Transmission and Distribution Expenses (640-655)	202,058	189,051	9
Customer Accounts Expenses (901-906)	59,926	49,318	10
Sales Expenses (910)	0	0	11
Administrative and General Expenses (920-935)	261,169	234,789	12
Total Operation and Maintenance Expenses	650,702	615,272	
Other Operating Expenses			
Depreciation Expense (403)	273,350	213,591	13
Amortization Expense (404-407)	0	0	14
Taxes (408)	275,588	270,315	15
Total Other Operating Expenses	548,938	483,906	
Total Operating Expenses	1,199,640	1,099,178	
NET OPERATING INCOME	153,994	267,118	

WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (Account 461).
5. Report average no. of individually-metered accounts (meters). The amount reported should be the average meter count. E.g., if a hospital has 5 meters, a total of 5 meters should be reported on this schedule in Average No. of Customers column.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential (460.1)				1
Commercial (460.2)	7	556	1,756	2
Industrial (460.3)				3
Public Authority (460.4)				4
Total Unmetered Sales to General Customers (460)	7	556	1,756	
Metered Sales to General Customers (461)				
Residential (461.1)	3,317	128,194	576,202	5
Commercial (461.2)	414	58,264	186,942	6
Industrial (461.3)	57	23,457	56,566	7
Public Authority (461.4)	55	19,135	56,291	8
Total Metered Sales to General Customers (461)	3,843	229,050	876,001	
Private Fire Protection Service (462)	273		34,940	9
Public Fire Protection Service (463)	3,843		333,002	10
Other Water Sales (465)				11
Sales for Resale (466)		0	0	12
Interdepartmental Sales (467)				13
Total Sales of Water	7,966	229,606	1,245,699	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)	
NONE				1
Total		0	0	

OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1 or Fd-1)	333,002	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
Other (specify):		
NONE		4
Total Public Fire Protection Service (463)	333,002	
Forfeited Discounts (470):		
Customer late payment charges	6,431	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	6,431	
Rents from Water Property (472):		
WATER TOWER RENT FOR ANTENNA SERVICE PROVIDERS	84,936	7
Total Rents from Water Property (472)	84,936	
Interdepartmental Rents (473):		
NONE		8
Total Interdepartmental Rents (473)	0	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	9,894 *	9
Other (specify):		
MISCELLANEOUS	3,438	10
CROSS CONNECTION FEES	481	11
WATER TURN ON CHARGES	2,755	12
Total Other Water Revenues (474)	16,568	

OTHER OPERATING REVENUES (WATER)

Other Operating Revenues (Water) (Page W-04)

Please explain amounts in Account 474 in excess of \$5,000, including like items grouped. Please provide, for example, a short list or detail using other than terms such as "other revenues" "general" "miscellaneous" or repeating the account title.

OTHER WATER REVENUES (474) DONE

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

Particulars (a)	This Year (b)	Last Year (c)	
SOURCE OF SUPPLY EXPENSES			
Operation Labor (600)		0	1
Purchased Water (601)		0	2
Operation Supplies and Expenses (602)		0	3
Maintenance of Water Source Plant (605)		0	4
Total Source of Supply Expenses	0	0	
PUMPING EXPENSES			
Operation Labor (620)	12,939	17,022	5
Fuel for Power Production (621)		0	6
Fuel or Power Purchased for Pumping (622)	38,633	44,840	7
Operation Supplies and Expenses (623)		0	8
Maintenance of Pumping Plant (625)	10,102	13,109	9
Total Pumping Expenses	61,674	74,971	
WATER TREATMENT EXPENSES			
Operation Labor (630)	17,623	15,914	10
Chemicals (631)	29,206	29,527	11
Operation Supplies and Expenses (632)	6,623	9,043	12
Maintenance of Water Treatment Plant (635)	12,423	12,659	13
Total Water Treatment Expenses	65,875	67,143	
TRANSMISSION AND DISTRIBUTION EXPENSES			
Operation Labor (640)	68,290	57,252	14
Operation Supplies and Expenses (641)	18,884	15,151	15
Maintenance of Distribution Reservoirs and Standpipes (650)	22,813	6,213	* 16
Maintenance of Mains (651)	42,748	54,301	17
Maintenance of Services (652)	24,961	26,512	18
Maintenance of Meters (653)	18,374	11,065	* 19
Maintenance of Hydrants (654)	0	9,086	* 20
Maintenance of Other Plant (655)	5,988	9,471	21
Total Transmission and Distribution Expenses	202,058	189,051	
CUSTOMER ACCOUNTS EXPENSES			
Meter Reading Labor (901)	5,343	6,302	22
Accounting and Collecting Labor (902)	50,604	39,145	* 23
Supplies and Expenses (903)	3,979	3,871	24
Uncollectible Accounts (904)		0	25

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

Particulars (a)	This Year (b)	Last Year (c)	
CUSTOMER ACCOUNTS EXPENSES			
Customer Service and Information Expenses (906)		0	26
Total Customer Accounts Expenses	59,926	49,318	
SALES EXPENSES			
Sales Expenses (910)		0	27
Total Sales Expenses	0	0	
ADMINISTRATIVE AND GENERAL EXPENSES			
Administrative and General Salaries (920)	28,562	31,485	28
Office Supplies and Expenses (921)	70,077	38,716	* 29
Administrative Expenses Transferred—Credit (922)		0	30
Outside Services Employed (923)	16,762	26,413	* 31
Property Insurance (924)	7,216	6,460	32
Injuries and Damages (925)	7,952	6,198	33
Employee Pensions and Benefits (926)	116,241	114,839	34
Regulatory Commission Expenses (928)	1,166	501	35
Miscellaneous General Expenses (930)	4,909	4,735	36
Transportation Expenses (933)	8,284	5,442	37
Maintenance of General Plant (935)		0	38
Total Administrative and General Expenses	261,169	234,789	
Total Operation and Maintenance Expenses	650,702	615,272	

WATER OPERATION & MAINTENANCE EXPENSES

Water Operation & Maintenance Expenses (Page W-05)

For values that represent an increase or a decrease when compared to the previous year of greater than 25%, but not less \$5,000, please explain.

MAINTENANCE OF DISTRIBUTION RESERVOIRS AND STANDPIPES (650) IN 2012 THE UTILITY COMPLETED TOWER INSPECTIONS, WHICH ISN'T DONE EVERY YEAR.

MAINTENANCE OF METERS (653) DUE TO THE HIGH NUMBER OF CHANGES DURING THE YEAR.

MAINTENANCE OF HYDRANTS (654) HYDRANT ACTIVITY WAS CAPITALIZED AS THERE WERE 2 NEW HYDRANTS ACCOUNTING AND COLLECTING LABOR (902) \$3,000 IN RETIREMENT PAYOUTS AND REALLOCATION OF WAGES AS FINANCE DIRECTOR WAS INTERIM CITY ADMINISTRATOR FOR 4 MONTHS IN 2012

OFFICE SUPPLIES AND EXPENSES (921) \$10,000 OF IT WAS CHARGED HERE INSTEAD OF OUTSIDE SERVICES EMPLOYED AS THE CITY HIRED AN INTERNAL IT DIRECTOR. FULL YEAR OF CHARTER FIBER SERVICE \$8,000. AN EMPLOYEE NOW SPENDS PART OF THEIR TIME ON GIS (NEW POSITION) \$4,500.

OUTSIDE SERVICES EMPLOYED (923) THE CITY HIRED AN INTERNAL IT ANALYST IN 2012 INSTEAD OF AN OUTSIDE CONTRACTOR.

TAXES (ACCT. 408 - WATER)

When allocation of taxes is made between departments, explain method used.
--

Description of Tax (a)	Method Used to Allocate Between Departments (b)	This Year (c)	Last Year (d)	
Property Tax Equivalent		259,011	255,237	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		5,603	5,681	2
Net property tax equivalent		253,408	249,556	
Social Security		20,885	19,355	3
PSC Remainder Assessment		1,295	1,404	4
Other (specify): NONE			0	5
Total tax expense		275,588	270,315	

PROPERTY TAX EQUIVALENT (WATER)

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service (total of utility financed and contributed plant), property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	1
County name			Lincoln				1
SUMMARY OF TAX RATES							
State tax rate	mills		0.172014				2
County tax rate	mills		5.583741				3
Local tax rate	mills		12.837638				4
School tax rate	mills		8.927675				5
Voc. school tax rate	mills		2.049994				6
Other tax rate - Local	mills		0.000000				7
Other tax rate - Non-Local	mills		0.000000				8
Total tax rate	mills		29.571062				9
Less: state credit	mills		1.436679				10
Net tax rate	mills		28.134383				11
PROPERTY TAX EQUIVALENT CALCULATION							
Local Tax Rate	mills		12.837638				12
Combined School Tax Rate	mills		10.977669				13
Other Tax Rate - Local	mills		0.000000				14
Total Local & School Tax	mills		23.815307				15
Total Tax Rate	mills		29.571062				16
Ratio of Local and School Tax to Total	dec.		0.805359				17
Total tax net of state credit	mills		28.134383				18
Net Local and School Tax Rate	mills		22.658265				19
Utility Plant, Jan. 1	\$	11,447,414	11,447,414				20
Materials & Supplies	\$	29,032	29,032				21
Subtotal	\$	11,476,446	11,476,446				22
Less: Plant Outside Limits	\$	0	0				23
Taxable Assets	\$	11,476,446	11,476,446				24
Assessment Ratio	dec.		0.996056				25
Assessed Value	\$	11,431,183	11,431,183				26
Net Local & School Rate	mills		22.658265				27
Tax Equiv. Computed for Current Year	\$	259,011	259,011				28
Tax Equivalent per 1994 PSC Report	\$	56,160					29
Any lower tax equivalent as authorized by municipality (see note 6)	\$						30
Tax equiv. for current year (see note 6)	\$	259,011					31
Footnotes							32

WATER UTILITY PLANT IN SERVICE
--Plant Financed by Utility or Municipality--

1. All adjustments, corrections and reclassifications (including to/from plant financed by contributions) should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000. If applicable, provide construction authorization.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 391.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT						
Organization (301)	0				0	1
Franchises and Consents (302)	0				0	2
Miscellaneous Intangible Plant (303)	0				0	3
Total Intangible Plant	0	0	0	0	0	
SOURCE OF SUPPLY PLANT						
Land and Land Rights (310)	0				0	4
Structures and Improvements (311)	0				0	5
Collecting and Impounding Reservoirs (312)	0				0	6
Lake, River and Other Intakes (313)	0				0	7
Wells and Springs (314)	219,572	20,277			239,849	8
Supply Mains (316)	0				0	9
Other Water Source Plant (317)	0				0	10
Total Source of Supply Plant	219,572	20,277	0	0	239,849	
PUMPING PLANT						
Land and Land Rights (320)	14,856				14,856	11
Structures and Improvements (321)	161,022				161,022	12
Other Power Production Equipment (323)	0				0	13
Electric Pumping Equipment (325)	120,259	55,263			175,522	* 14
Diesel Pumping Equipment (326)	0				0	15
Other Pumping Equipment (328)	17,069				17,069	16
Total Pumping Plant	313,206	55,263	0	0	368,469	
WATER TREATMENT PLANT						
Land and Land Rights (330)	0				0	17
Structures and Improvements (331)	821				821	18
Sand or Other Media Filtration Equipment (332)	57,665	1,298,003			1,355,668	* 19
Membrane Filtration Equipment (333)	0				0	20
Other Water Treatment Equipment (334)	0				0	21
Total Water Treatment Plant	58,486	1,298,003	0	0	1,356,489	
TRANSMISSION AND DISTRIBUTION PLANT						
Land and Land Rights (340)	20,465				20,465	22
Structures and Improvements (341)	4,251				4,251	23
Distribution Reservoirs and Standpipes (342)	333,690				333,690	24
Transmission and Distribution Mains (343)	5,350,273	725,266			6,075,539	25
Services (345)	374,150		182		373,968	26
Meters (346)	497,293	15,404	6,391		506,306	27
Hydrants (348)	616,441	12,000			628,441	28

WATER UTILITY PLANT IN SERVICE
--Plant Financed by Utility or Municipality--

1. All adjustments, corrections and reclassifications (including to/from plant financed by contributions) should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000. If applicable, provide construction authorization.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 391.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
TRANSMISSION AND DISTRIBUTION PLANT						
Other Transmission and Distribution Plant (349)	0				0	29
Total Transmission and Distribution Plant	7,196,563	752,670	6,573	0	7,942,660	
GENERAL PLANT						
Land and Land Rights (389)	0				0	30
Structures and Improvements (390)	574,856				574,856	31
Office Furniture and Equipment (391)	54,273	3,580			57,853	32
Computer Equipment (391.1)	187,151	22,274			209,425	33
Transportation Equipment (392)	153,926				153,926	34
Stores Equipment (393)	1,413				1,413	35
Tools, Shop and Garage Equipment (394)	46,435				46,435	36
Laboratory Equipment (395)	1,420				1,420	37
Power Operated Equipment (396)	20,609				20,609	38
Communication Equipment (397)	0				0	39
SCADA Equipment (397.1)	59,664				59,664	40
Miscellaneous Equipment (398)	18,631				18,631	41
Total General Plant	1,118,378	25,854	0	0	1,144,232	
Total utility plant in service directly assignable	8,906,205	2,152,067	6,573	0	11,051,699	
Common Utility Plant Allocated to Water Department (300)	0				0	42
Total utility plant in service	8,906,205	2,152,067	6,573	0	11,051,699	

WATER UTILITY PLANT IN SERVICE
--Plant Financed by Utility or Municipality--

Water Utility Plant In Service --Plant Financed by Utility or Municipality-- (Page W-08)

If Additions for Accounts OTHER than 316, 343, 345, 346 and 348 exceed \$50,000, please explain. If applicable, provide construction authorization.

ELECTRIC PUMPING EQUIPMENT (325) NEW WATER FILTRATION PLANT FINANCED BY SAFE DRINKING WATER LOAN
SAND OR OTHER MEDIA FILTRATION (332) NEW WATER FILTRATION PLANT FINANCED BY SAFE DRINKING
WATER LOAN

WATER UTILITY PLANT IN SERVICE
--Plant Financed by Contributions--

1. All adjustments, corrections and reclassifications (including to/from plant financed by contributions) should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000. If applicable, provide construction authorization.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 391.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT						
Organization (301)	0				0	1
Franchises and Consents (302)	0				0	2
Miscellaneous Intangible Plant (303)	0				0	3
Total Intangible Plant	0	0	0	0	0	
SOURCE OF SUPPLY PLANT						
Land and Land Rights (310)	0				0	4
Structures and Improvements (311)	0				0	5
Collecting and Impounding Reservoirs (312)	0				0	6
Lake, River and Other Intakes (313)	0				0	7
Wells and Springs (314)	0				0	8
Supply Mains (316)	0				0	9
Other Water Source Plant (317)	0				0	10
Total Source of Supply Plant	0	0	0	0	0	
PUMPING PLANT						
Land and Land Rights (320)	0				0	11
Structures and Improvements (321)	0				0	12
Other Power Production Equipment (323)	0				0	13
Electric Pumping Equipment (325)	0				0	14
Diesel Pumping Equipment (326)	0				0	15
Other Pumping Equipment (328)	0				0	16
Total Pumping Plant	0	0	0	0	0	
WATER TREATMENT PLANT						
Land and Land Rights (330)	0				0	17
Structures and Improvements (331)	0				0	18
Sand or Other Media Filtration Equipment (332)	0	235,552			235,552	* 19
Membrane Filtration Equipment (333)	0				0	20
Other Water Treatment Equipment (334)	0				0	21
Total Water Treatment Plant	0	235,552	0	0	235,552	
TRANSMISSION AND DISTRIBUTION PLANT						
Land and Land Rights (340)	0				0	22
Structures and Improvements (341)	0				0	23
Distribution Reservoirs and Standpipes (342)	1,105				1,105	24
Transmission and Distribution Mains (343)	1,635,609				1,635,609	25
Services (345)	665,568	5,250	323		670,495	26
Meters (346)	0				0	27

**WATER UTILITY PLANT IN SERVICE
--Plant Financed by Contributions--**

- | |
|---|
| <p>1. All adjustments, corrections and reclassifications (including to/from plant financed by contributions) should be reported in Column (f), Adjustments.</p> <p>2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.</p> <p>3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000. If applicable, provide construction authorization.</p> <p>4. Use only the account titles listed. If the utility has subaccounts other than accounts 391.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.</p> |
|---|

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
TRANSMISSION AND DISTRIBUTION PLANT						
Hydrants (348)	33,812				33,812	28
Other Transmission and Distribution Plant (349)	0				0	29
Total Transmission and Distribution Plant	2,336,094	5,250	323	0	2,341,021	
GENERAL PLANT						
Land and Land Rights (389)	0				0	30
Structures and Improvements (390)	0				0	31
Office Furniture and Equipment (391)	0				0	32
Computer Equipment (391.1)	0				0	33
Transportation Equipment (392)	0				0	34
Stores Equipment (393)	0				0	35
Tools, Shop and Garage Equipment (394)	0				0	36
Laboratory Equipment (395)	0				0	37
Power Operated Equipment (396)	0				0	38
Communication Equipment (397)	0				0	39
SCADA Equipment (397.1)	0				0	40
Miscellaneous Equipment (398)	0				0	41
Total General Plant	0	0	0	0	0	
Total utility plant in service directly assignable	2,336,094	240,802	323	0	2,576,573	
Common Utility Plant Allocated to Water Department (300)	0				0	42
Total utility plant in service	2,336,094	240,802	323	0	2,576,573	

WATER UTILITY PLANT IN SERVICE
--Plant Financed by Contributions--

Water Utility Plant in Service --Plant Financed by Contributions-- (Page W-09)

If Additions for Accounts OTHER than 316, 343, 345, 346 and 348 exceed \$50,000, please explain.

GRANT PORTION OF SAFE DRINKING LOAN FUND FOR NEW WATER FILTRATION PLANT

SOURCES OF WATER SUPPLY - STATISTICS

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and In the Reference Manual Schedule Reference Sheet.

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			20,730	20,730	1
February			19,065	19,065	2
March			20,708	20,708	3
April			23,093	23,093	4
May			23,474	23,474	5
June			25,560	25,560	6
July			26,112	26,112	7
August			25,043	25,043	8
September			25,881	25,881	9
October			20,911	20,911	10
November			19,407	19,407	11
December			21,749	21,749	12
Total annual pumpage	0	0	271,733	271,733	

WATER AUDIT AND OTHER STATISTICS

1. Report actual metered values where possible. If water uses are not metered, estimate values for each line based on best available information. Water entering distribution system must equal the sum of Sales (line 5), Authorized System Uses (line 12) and Water Losses (line 19). For assistance, see AWWW M36 Manual - Water Audits and Loss Control Programs.
2. For Gallons used in the treatment process (line 3), estimate water used in production including filter backwash, pumps, and other utility uses before the point of entry to the distribution system.
3. For Gallons used for other system uses (line 11), report other unmetered water used for system operation and maintenance, water used for non-regulated sewer utility and all other unmetered usage that is known to occur and does not fall into one of the other categories listed under Water Usage.
4. For Gallons unknown/not accounted for, estimate the volume of water losses due to other real or apparent losses, including customer meter inaccuracies, data errors, and unknown volumes. Unknown/unaccounted for volumes should be minimized to the extent possible.

WATER AUDIT STATISTICS		1
Source of Water Supply Statistics - Total Annual Pumpage (000's):	271,733	2
Less: Gallons (000's) used in the treatment process:	597	3
Subtotal: Gallons (000's) entering distribution system:	271,136	4
Less: Gallons (000's) sold (Revenue Water):	229,606	5
Gallons (000's) entering distribution system but not sold (Non-Revenue Water):	41,530	6
Authorized System Uses:		7
Gallons (000's) used to flush mains:	12,849	8
Gallons (000's) used for fire protection:	12	9
Gallons (000's) used to prevent freezing of distribution system:		10
Gallons (000's) used for other system uses:	284	11
Subtotal Authorized System Uses:	13,145	12
Water Losses (Real and Apparent):		13
Gallons (000's) lost due to main leaks or breaks:	200	14
Gallons (000's) lost due to service leaks or breaks:	60	15
Gallons (000's) lost due to hydrant leaks, tank overflows and pressure reducing valves:	100	16
Gallons (000's) for unauthorized usage such as vandalism and theft:		17
Gallons (000's) unknown/not accounted for:	28,025	18
Subtotal Water Losses:	28,385	19
Percentage of water entering distribution system sold:	85%	20
Percentage of Real and Apparent Losses:	10%	21
If water losses exceed 15%, indicate causes:		22
		23
		24
If water losses exceed 15%, identify actions taken to reduce water loss:		25
		26
		27

WATER AUDIT AND OTHER STATISTICS (cont.)

OTHER STATISTICS		28
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)	1,729	29
Date of maximum: 09/25/2012		30
Cause of maximum: HYDRANT FLUSHING		31
		32
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)	451	33
Date of minimum: 11/23/2012		34
Total KWH used by the utility (include pumping, treatment facilities and other utility operations):	318,086	35
If water is purchased:		36
Vendor Name:		37
Point of Delivery:		38
What percentage of purchased water is surface water?		39
Number of main breaks repaired this year:	1	40
Number of service breaks repaired this year:	2	41
Population served (estimate the number of individuals within service area):		42
Inside municipality?	15,773	43
Outside municipality?		44

SOURCES OF WATER SUPPLY - GROUND WATERS

Description (a)	WDNR Unique Well Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
WELL 4	BG 206	125	16	235,397	Yes	1
WELL 1	SB773	116	16	225,088	Yes	2
WELL 2	BG204	80	18	21,685	No	3
WELL 3	BG205	79	16	9,838	Yes	4
WELL 5	BG207	120	20	257,679	Yes	5

SOURCES OF WATER SUPPLY - SURFACE WATERS

Description (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification	1	2	3	1
Location	MEMORIAL AND STURDEVENT NORTH FOSTER - AT OTTO'S PARK		OREGON AND WATER	2
Purpose	P	P	P	3
Destination	D	D	D	4
Pump Manufacturer	LAYNE	LAYNE	LAYNE	5
Year Installed	1948	1948	1948	6
Type	CENTRIFUGAL	CENTRIFUGAL	CENTRIFUGAL	7
Actual Capacity (gpm)	1,250	630	363	8
Pump Motor or Standby Engine Mfr	U.S.	LAYNE	U.S.	9 10
Year Installed	1990	1990	1997	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	100	40	25	13
Footnotes				14

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification	4	5		15
Location	EAST MAIN AND PEARL	THIELMANN AND GEM		16
Purpose	P	P		17
Destination	D	D		18
Pump Manufacturer	LAYNE	LAYNE		19
Year Installed	1960	1975		20
Type	CENTRIFUGAL	CENTRIFUGAL		21
Actual Capacity (gpm)	1,200	1,853		22
Pump Motor or Standby Engine Mfr	U.S.	LAYNE		23 24
Year Installed	1991	1975		25
Type	ELECTRIC	ELECTRIC		26
Horsepower	100	150		27
Footnotes				28

RESERVOIRS, STANDPIPES AND ELEVATED TANKS

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. For primary material, use earthen, steel, concrete or other.
4. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Description (a)	Identification Number (b)	Year Constructed (c)	Type (d)	Primary Material (e)	Elevation Difference in Feet (f)	Total Capacity in Gallons (g)	
	A	1947	ET	STEEL	165	200000	1
	B	1979	ET	STEEL	175	200000	2

WATER TREATMENT PLANT

1. Provide a generic description for (a). Do not give specific address or location.
 2. Please select all that apply for (d) and (e). If Other is selected please explain in Notes (h).
 3. Please identify the point of application for each treatment plant for (g). For example, please list each well or central treatment facility served by this unit.

Unit Description (a)	Year Constructed (b)	Rated Capacity (mgd) (c)	Disinfection (d)	Other (e)	Fluoridated (f)	Point of Application (g)	
A			<input type="checkbox"/> Ultraviolet Light <input checked="" type="checkbox"/> Liquid Chlorine <input type="checkbox"/> Gas Chlorine <input type="checkbox"/> Other <input type="checkbox"/> None	<input type="checkbox"/> Sand <input type="checkbox"/> Reverse Osmosis <input type="checkbox"/> Microfilter <input type="checkbox"/> Iron and Manganese <input type="checkbox"/> Other	<input checked="" type="radio"/> Yes <input type="radio"/> No	WELLHOUSE	1
Notes:							
B			<input type="checkbox"/> Ultraviolet Light <input checked="" type="checkbox"/> Liquid Chlorine <input type="checkbox"/> Gas Chlorine <input type="checkbox"/> Other <input type="checkbox"/> None	<input type="checkbox"/> Sand <input type="checkbox"/> Reverse Osmosis <input type="checkbox"/> Microfilter <input type="checkbox"/> Iron and Manganese <input type="checkbox"/> Other	<input checked="" type="radio"/> Yes <input type="radio"/> No	WELLHOUSE	2
Notes:							

WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	Number of Feet			Adjustments Increase or (Decrease) (g)	End of Year (h)	
			First of Year (d)	Added During Year (e)	Retired During Year (f)			
M	D	0.750	514				514	1
L	D	1.000	75				75	2
M	D	1.000	1,056				1,056	3
M	D	1.500	0				0	4
M	D	2.000	24,966				24,966	5
M	D	4.000	587				587	6
M	D	5.000	250				250	7
M	D	6.000	145,460				145,460	8
P	D	6.000	440				440	9
M	D	8.000	91,768				91,768	10
M	D	10.000	45,918				45,918	11
M	D	12.000	65,137	1,374			66,511	* 12
M	T	12.000	0	2,056			2,056	* 13
M	D	16.000	7,826				7,826	14
Total Within Municipality			383,997	3,430	0	0	387,427	
Total Utility			383,997	3,430	0	0	387,427	

WATER MAINS

Water Mains (Page W-21)

If Added During Year column total is greater than zero, please explain financing following the criteria listed in the schedule headnote No. 5.

FINANCED BY UTILITY USING SAFE DRINKING WATER LOAN PROCEEDS

WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic) and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.750	2,621		2		2,619	49 *	1
L	0.750	34				34	10	2
M	1.000	1,108	2			1,110	93	3
L	1.000	4				4	1	4
M	1.250	17				17		5
M	1.500	101				101	13	6
M	2.000	90	5			95	6	7
P	2.000	4				4		8
M	3.000	4				4		9
M	4.000	29				29	3	10
M	6.000	33				33	1	11
M	8.000	50				50	14	12
M	10.000	4				4		13
M	12.000	1				1		14
Total Utility		4,100	7	2	0	4,105	190	

WATER SERVICES

Water Services (Page W-22)

**If net additions are greater than zero, please explain financing by following criteria listed in schedule headnote No. 3.
Contributed by a developer**

METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and In Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.

Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	*
0.625	3,482	50	54		3478	497	1
0.750	198	48	1		245	28	2
1.000	95	6	1		100	12	3
1.250	0				0	0	4
1.500	43	5	1		47	13	5
2.000	76	5			81	23	6
3.000	15				15	0	7
4.000	4				4	0	8
6.000	1				1	0	9
Total:	3,914	114	57	0	3971	573	

1) Indicate your residential meter replacement schedule:

- Meters tested once every 10 years and replaced as needed
- All meters replaced within 20 years of installation
- Other schedule as approved by PSC

2) Indicate the method(s) used to read customer meters (select all that apply):

- Manually - remote register
- Manually - inside the premises
- Radio Frequency - drive or walk-by technology
- Radio Frequency - fixed network or other automatic infrastructure (AMI)
- Other

METERS (cont.)

4. Totals by size in Column (f) should equal same size totals in Column (o).
 5. Explain all reported adjustments as a schedule footnote.
 6. Do not include station meters in the meter inventory used to complete these tables.

Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	3,109	223	18	9	0	119	3478	* 1
0.750	147	65	11	7	0	15	245	2
1.000	16	52	12	6	0	14	100	3
1.250	0	0	0	0	0	0	0	4
1.500	1	32	6	1	0	7	47	5
2.000	0	46	8	14	0	13	81	6
3.000	0	4	1	5	0	5	15	7
4.000	0	0	0	3	0	1	4	8
6.000	0	0	0	1	0	0	1	9
Total:	3,273	422	56	46	0	174	3971	

METERS

Meters (Page W-23)

Explain program for replacing or testing meters 1" or smaller.

METERS CHANGED AND TESTED WERE THE ONES DUE TO BE CHANGED OR TESTED IN THE CURRENT YEAR

Ss. PSC 185.83(2) states "Station meters shall be maintained to ensure reasonable accuracy and shall have the accuracy checked at least once every 2 years." Are all station meters being tested every two years? Answer yes or no. If no, please explain.

THE UTILITY HAS NO STATION METERS

If 6-inch or larger meters in commercial, industrial or public authority classifications have not been tested, please explain.

AS BUSINESSES RECONSTRUCTED FOLLOWING THE 2011 TORNADO, THE 6" METER WASN'T RUN APPROXIMATELY 1 MONTHS OF 2012 SO IT WASN'T TESTED.

METERS (cont.)

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HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
 - a. Fire hydrants normally have a lead size of 6 inches or greater.
 - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
Fire Hydrants						
Outside of Municipality	0				0	1
Within Municipality	569	2			571	2
Total Fire Hydrants	569	2	0	0	571	
Flushing Hydrants						
	2				2	3
Total Flushing Hydrants	2	0	0	0	2	

NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year.

Number of hydrants operated during year:	215
Number of distribution system valves end of year:	2,022
Number of distribution valves operated during year:	110

LIST OF ALL STATION AND WHOLESALE METERS

- | |
|--|
| <p>1. Definition of Station Meter is any meter in service not used to measure customer consumption.
 2. Definition of Wholesale Meter is any meter used to measure sales to other utilities for retail or wholesale sales.
 3. Retail customer meters should not be included in this inventory and conversely these station and wholesale meters should not be included in the customer meter inventory.</p> |
|--|

Purpose (a)	Size (in.) of Meter (b)	Location or Description (c)	Type (d)	Date of Last Meter Test (e)	
Station Meter		NONE			1
Wholesale Meter		NONE			2

WATER CONSERVATION PROGRAMS

1. List all water conservation-related expenditures for the reporting year. Include administrative costs, customer outreach and education, other program costs, and payments for rebates and other customer incentives.
 2. If the Commission has approved conservation program expenses, these should be charged to Account 186. Otherwise, these expenses are reported in Account 906 on ScheduleW-05 (Account 691 for class D utilities).

Item (a)	Expenditures (b)	Number of Rebates (c)
Administrative and General Expenses		
Program Administration		1
Customer Outreach & Education		2
Other Program Costs		3
Subtotal Administrative and General Expenses	0	
Customer Incentives		
Residential Toilets		4
Multifamily/Commercial Toilets		5
Faucets		6
Showerheads		7
Clothes Washers		8
Dishwashers		9
Cost Sharing Projects (Nonresidential Customers)		10
Other Incentives		11
Subtotal Customer Incentives	0	
Total Conservation Expenditures	0	

WATER CUSTOMERS SERVED

List the number of customer accounts in each municipality for which your utility provides retail general service. Do not include wholesale customers or fire protection accounts.

Location (a)	Customers End of Year (b)
Lincoln County	
Cities	
MERRILL	15,361
Total Cities:	15,361
Total Lincoln County:	15,361
Total Company:	15,361



<<ENTER YR>><<ENTER MONTH>><<ENTER AGENDA NO.>>

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Water and Sewage Committee
Re: Amending Chapter 38, Article IV, Section 38-285 to follow PSC guidelines

ORDINANCE NO. 2013-

Introduced: _____

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 38, Article IV, Section 38 of the Code of Ordinances for the City of Merrill is amended to add the following at Section 38-285 and renumber:

Sec. 38-285. - Maintenance of laterals and meters.

(a) ~~Copper w/Water laterals.~~ All copper-water laterals shall be maintained as far as the curb box to include box and stop at the water utility's expense by the water utility at its expense. All copper-water laterals having approved Minneapolis pattern curb boxes and stops will be maintained by the water utility through the curb box and stop. All other portions water laterals and all sewer laterals shall be maintained at property owner's expense and the work shall be done by qualified plumbers.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

William R. Bialecki,
Mayor

Attest:

William N. Heideman, City Clerk

April 19, 2013

TO: Water & Sewage Committee

FROM: Kim Kriewald, Utility Superintendent

RE: Operations Report

Water & Sewer Operations & Water Recycling Operations aka Wastewater Operations

Received DNR approval for replacement of the water main on E. Main Street , Cleveland Street west to dead-end.

Working on updating the utilities emergency response plan.

Hydrant Flushing will take place the week of May 6th.

Put a fresh coat of paint on the walls & floors at Wells #4 & #5.

Replaced door at Well #3.

Routine meter changes continue.

Reviewed and revised the equipment replacement fund for reporting on the CMAR. Gathering other information that will be reported on CMAR at the end of April.

Summer Employees: Intern to start at the Wastewater Treatment Plant June 3rd (Paul); Kiefer to start at Water Utility May 20th.

DNR is in the process of reviewing the city's WPDES Permit. Copy of Public Notice of Intent to Reissue is attached.

Have received two (2) quotes for work at the East Street Tower; waiting for additional responses. Will have an update at the May meeting.

Respectfully submitted,


Kim Kriewald
Utilities Superintendent

ah

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
PUBLIC NOTICE OF INTENT TO REISSUE A WISCONSIN POLLUTANT DISCHARGE ELIMINATION
SYSTEM (WPDES) PERMIT No. WI-0020150-09-0

Permittee: City of Merrill, 1004 E. First Street, Merrill, WI 54452

Facility Where Discharge Occurs: Merrill City of, 2606 Sturdevant Street, Merrill, Wisconsin

Receiving Water and Location: The Wisconsin River within the Prairie River Watershed in the Upper Wisconsin River Basin in Lincoln County.

Brief Facility Description and Summary of Proposed Changes: The City of Merrill owns and operates a wastewater treatment plant. The plant has a design rating to treat 3,060,000 gallons per day. It currently handles an average of 1,068,000 gallons per day (2010 – 2012 data). The facility is an activated sludge facility which consists of mechanical screening (removes debris) with barscreen backup and grit removal via an aerated grit chamber. It includes three primary clarifiers where solids are allowed to settle. Flow then enters two aeration tanks (air added) where it mixes with activated sludge which breaks down the organic matter. Activated sludge is composed of settled solids containing naturally occurring bacteria recycled from the treatment system. The water is then pumped into two final clarifiers where remaining solids are settled out. Alum is added following primary clarification to facilitate the precipitation of phosphorus. Some of the sludge is returned to the head of the aeration tanks to re-seed the new wastewater entering the tank while the rest of the sludge is sent to waste. The settled solids (sludge) from the system that is not used as activated sludge is removed and treated by bacteria and organisms through anaerobic digestion; reducing harmful pathogens to safe levels. Water is removed from the sludge via a belt press before it is landspread on Department approved agricultural sites. The treated wastewater (effluent) is seasonal disinfected (May through September) by chlorination then dechlorinated with sodium bisulfite wastewater and caustic soda is added for pH adjustment. The treated effluent is discharged to the Wisconsin River.

It is the Department's intention to renew the permit for another term. The proposed new permit expiration date will be June 30, 2018. Appropriate discharge limitations, monitoring requirements, and reporting conditions will be included in the permit. Changes from the previous permit include: 1) The City worked with local industries to better control zinc discharged to their collection system and has been able reduce levels below the calculated limit. Monitoring has been reduced to quarterly. 2) A Whole Effluent Toxicity (WET) screening worksheet that takes into consideration the toxicity of a facility's effluent on the receiving water over the short (acute) and long (chronic) term was completed. Based on the total points accumulated annual acute WET Tests are required in rotating quarters. 3) A compliance schedule to conduct a design rating analysis and Operational Needs Review (ONR) by the end of the permit term.

Proposed Mercury Variance: The Department has determined that a water quality-based effluent limitation (WQBEL) of 1.3 ng/L for mercury is needed to protect wildlife and human health in the above-named receiving water. The permittee has submitted an application to continue an alternative mercury effluent limitation (AMEL). The previous permit issuance required a pollutant minimization program (PMP) plan for mercury as required under s. NR 106.145(8), Wis. Adm. Code. The Department concludes that the permittee has qualified for a variance based on the information submitted, information on file and the findings provided in s. NR 106.145(1), Wis. Adm. Code. The Department and the permittee have mutually agreed upon an AMEL of 15 ng/L, expressed as a daily maximum, continued influent and effluent monitoring, and permit language requiring continuation of the PMP. The Department proposes to grant the AMEL, which represents a variance to the water quality standard used to derive the WQBEL, as provided for under s. NR 106.145(6), Wis. Adm. Code. The designated use of the receiving water will not change as a result of the variance.

Permit Drafter: Sheri A. Snowbank, DNR, 810 Maple Street, Spooner, WI 54801, (715) 635-4131, sheri.snowbank@wisconsin.gov

Basin Engineer: Steven Ohm, DNR, 107 Sutliff Avenue, Rhinelander, WI 54501, (715) 365-8939, steven.ohm@wisconsin.gov

Persons wishing to comment on or object to the proposed permit action, or to request a public hearing, may write to the Department of Natural Resources at the permit drafter's address. All comments or suggestions received no later than 30 days after the publication date of this public notice will be considered along with other information on file in making a final decision regarding the permit. Anyone providing comments in response to this public notice will receive a notification of the Department's final decision when the permit is issued. Where designated as a reviewable surface water discharge permit, the U.S. Environmental Protection Agency is allowed up to 90 days to submit comments or objections regarding this permit determination. If no comments are received on the proposed permit from anyone, including U.S. EPA, the permit will be issued as proposed.

The Department may schedule a public informational hearing if requested by any person and shall schedule a public informational hearing if a petition requesting a hearing is received from 5 or more persons, or if response to this

notice indicates significant public interest pursuant to s. 283.49, Stats. Requests for a public informational hearing shall state the following: the name and address of the person(s) requesting the hearing; the interest in the proposed permit of the person(s) requesting the hearing; the reasons for the request; and the issues proposed to be considered at the hearing.

Information on file for this permit action, including the draft permit, fact sheet (if required), and permit application, may be inspected and copied at the permit drafter's or basin engineer's office, Monday through Friday (except holidays), between 9:00 a.m. and 3:30 p.m. Please call the permit drafter or basin engineer for directions to their office location, if necessary. Information on this permit action may also be obtained by calling the permit drafter at (715) 635-4131 or by writing to the Department. Reasonable costs (usually 20 cents per page) will be charged for copies of information in the file other than the public notice and fact sheet. Permit information is also available on the internet at: <http://dnr.wi.gov/topic/wastewater/PublicNotices.html>. Pursuant to the Americans with Disabilities Act, reasonable accommodation, including the provision of informational material in an alternative format, will be made to qualified individuals upon request.

PUBLISHING NEWSPAPER: Merrill Courier, 1027 E Main St., Merrill, WI 54452-5843

Date Notice Issued: April 12, 2013