

**CITY OF EDGERTON**  
**UTILITIES COMMISSION**  
**EDGERTON CITY HALL**  
**12 ALBION STREET**

**Monday September 12, 2022 at 5:30 p.m.**

**NOTICE:** The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at [www.cityofedgerton.com](http://www.cityofedgerton.com). Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to Order; Roll Call.
2. Confirmation of Meeting Notice on Friday, September 9, 2022.
3. Personal appearances for non-agenda items limited to 3 minutes.
4. Consider August 8, 2022 Utility Commission Minutes.
5. Consider Pay Request #3 from KS Energy for the 2022 Private Side Lead Lateral Replacement Project.
6. Consider Pay Request #1 from BKS Energy for the 2022 Public Side Lead Lateral Replacement Project.
7. Consider Vouchers Payable.
8. Consider Leak Credit for 401 Lyons St.
9. Discuss and Consider 2023 Water & Sewer Forecast.
10. Discuss and Consider 2023 Water & Sewer rate increase.
11. Operator's Reports.
12. Director's Report.
13. Administrative Report.
14. Adjourn

Cc:           All Commission Members                   All Council Members  
              Department Heads                       Newspapers

**NOTICE:** If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 608-884-3341

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision making responsibility. The only action to be taken at this meeting will be action by the Utilities Commission.

**AUGUST 8, 2022 UTILITY COMMISSION MEETING MINUTES  
CITY OF EDGERTON**

Chairperson Kapellen called the meeting to order at 5:30 p.m.

Present: Candy Davis, Jim Kapellen, Todd Wescott, Lawanna Schieldt and Denise Langan

Excused: Paul Davis and Rick Petersen

Others Present: City Clerk Wendy Loveland

Loveland confirmed the meeting agenda was properly posted on Friday August 5, 2022 at the Post Office, Edgerton Library, City Hall and the City's website.

**MINUTES:** The July 11, 2022 minutes were amended to include Todd Wescott's excused absence. A Lawanna Schieldt/Candy Davis motion to approve the July 11, 2022 Utility Commission meeting minutes as amended passed, all voted in favor.

**PAY REQUEST #2 FROM KS ENERGY FOR THE 2022 PRIVATE LEAD LATERAL REPLACEMENT PROJECT:** A Candy Davis/Todd Wescott motion to approve pay request #2 for KS Energy for the 2022 private side lead lateral replacement project in the amount of \$88,094.70 passed on a 5/0 roll call vote.

**VOUCHERS PAYABLE:** A Jim Kapellen/Candy Davis motion to approve vouchers payable in the amount of \$131,805.58 passed on a 5/0 roll call vote.

**BILLING CREDITS:** A Candy Davis/Denise Langan motion to approve billing credits for 1171 Fieldcrest in the amount of \$23.37 and 205 E Lawton St in the amount of \$153.62 passed on a 5/0 roll call vote.

**REFUNDS OF OVERPAYMENTS ON ACTIVE UTILITY ACCOUNTS POLICY:** Staff presented a written policy for refunds of overpayments on active utility accounts. Clarification regarding the payment method was updated to state, "If the original payment(s) were made by credit or debit card and a refund is approved by the Utility Commission, the refund will only be made to the original credit or debit card."

A Candy Davis/Lawanna Schieldt motion to approve the refunds of overpayments on active utility accounts policy as amended to become effective immediately passed on a 5/0 roll call vote.

Being no other business before the Commission, a Lawanna Schieldt/Denise Langan motion to adjourn passed, all voted in favor.

Howard Moser/mjf  
Municipal Services Director



**Contractor's Application**

**Unit Price Progress Estimate**

Project: Lead Service Lateral Replacement		Application Number: 3																			
Application Period: 7/31/2022 thru 8/31/2022		Application Date: September 8, 2022																			
Bid No.	Item Description	A		B		C		D		E		F		G		H		I		J	
		Estimated Bid Quantity	Unit Price	Previous Applications Quantity	Amount	Quantity	Amount	Quantity Completed This Application	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	% Comp.
	Lead Service Lateral Replacement (Curb Stop to House), CO #1	L.F. -6,300	\$61.90	3,175	\$277,622.00	1,834	\$160,364.96														
	Lead Service Lateral Replacement (Curb Stop to House), CO #1	L.F. 7,252	\$87.44																		
	Lead Service Lateral Replacement (Main to Curb Stop), CO #1	L.F. -350	\$460.00	0.50	\$1,675.00	0.25	\$837.50														69.1%
	Traffic Control (USH 51 and STH 59)	L.S. 1	\$3,350.00																		75.0%
<b>TOTAL</b>					\$279,297.00		\$161,202.46														





Report Criteria:

Detail report.  
 Invoices with totals above \$0 included.  
 Paid and unpaid invoices included.  
 Invoice Detail.Input Date = 09/09/2022  
 Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>14</b>								
14	AIRGAS	9128372238	CARBON DIOXIDE	09/09/2022	38.04	.00		
Total 14:					38.04	.00		
<b>21</b>								
21	ALLIANT ENERGY	AUG 22 21330	AUG 22 213303 ELECTRIC CHA	09/09/2022	46.98	.00		
21	ALLIANT ENERGY	AUG 22 22700	AUG 22 227005 ELECTRIC CHA	09/09/2022	26.78	.00		
21	ALLIANT ENERGY	AUG 22 22700	AUG 22 227005 GAS CHARGES	09/09/2022	15.65	.00		
21	ALLIANT ENERGY	AUG 22 23641	AUG 22 236416 ELECTRIC CHA	09/09/2022	33.73	.00		
21	ALLIANT ENERGY	AUG 22 35777	AUG 22 357770 ELECTRIC CHA	09/09/2022	1,462.95	.00		
21	ALLIANT ENERGY	AUG 22 35777	AUG 22 357770 GAS CHARGES	09/09/2022	15.65	.00		
21	ALLIANT ENERGY	AUG 22 36096	AUG 22 360963 ELECTRIC CHA	09/09/2022	1,002.54	.00		
21	ALLIANT ENERGY	AUG 22 37005	AUG 22 370054 GAS AND ELEC	09/09/2022	64.83	.00		
21	ALLIANT ENERGY	AUG 22 42290	AUG 22 422906 ELECTRIC CHA	09/09/2022	5,211.56	.00		
21	ALLIANT ENERGY	AUG 22 42290	AUG 22 422906 GAS CHARGES	09/09/2022	31.57	.00		
21	ALLIANT ENERGY	AUG 22 48150	AUG 22 481500 ELECTRIC CHA	09/09/2022	59.02	.00		
21	ALLIANT ENERGY	AUG 22 71524	AUG 22 715243 ELECTRIC CHA	09/09/2022	1,067.02	.00		
21	ALLIANT ENERGY	AUG 22 88165	AUG 22 881653 ELECTRIC CHA	09/09/2022	853.74	.00		
21	ALLIANT ENERGY	AUG 22 88165	AUG 22 881653 GAS CHARGES	09/09/2022	16.48	.00		
Total 21:					9,908.50	.00		
<b>130</b>								
130	US CELLULAR	0527088060A	WWTP IPAD MONTHLY SERVIC	09/09/2022	22.75	.00		
130	US CELLULAR	0527088060A	WATER DEPARTMENT CELL PH	09/09/2022	21.99	.00		
Total 130:					44.74	.00		
<b>194</b>								
194	DEEGAN'S HARDWARE INC	AUG 2022	DEEGAN'S AUG 2022- WELL	09/09/2022	3.59	.00		
194	DEEGAN'S HARDWARE INC	AUG 2022	DEEGAN'S AUG 2022- WELL	09/09/2022	11.99	.00		
194	DEEGAN'S HARDWARE INC	AUG 2022	DEEGAN'S AUG 2022- WATER	09/09/2022	27.84	.00		
194	DEEGAN'S HARDWARE INC	AUG 2022	DEEGAN'S AUG 2022- SEWER	09/09/2022	53.98	.00		
194	DEEGAN'S HARDWARE INC	JULY 2022A	DEEGAN'S JULY 2022- WWTP	09/09/2022	9.99	.00		
194	DEEGAN'S HARDWARE INC	JULY 2022A	DEEGAN'S JULY 2022- WWTP	09/09/2022	203.54	.00		
194	DEEGAN'S HARDWARE INC	JULY 2022A	DEEGAN'S JULY 2022-HYDRAN	09/09/2022	45.57	.00		
194	DEEGAN'S HARDWARE INC	JULY 2022A	DEEGAN'S JULY 2022- WELL	09/09/2022	31.96	.00		
Total 194:					388.46	.00		
<b>206</b>								
206	DIGGERS HOTLINE INC	220 7 52801	JULY 2022 LOCATE TICKETS	09/09/2022	126.15	126.15	08/18/2022	
206	DIGGERS HOTLINE INC	220 7 52801	JULY 2022 LOCATE TICKETS	09/09/2022	126.15	126.15	08/18/2022	
Total 206:					252.30	252.30		
<b>231</b>								
231	EDGERTON REPORTER CO INC	22277	LEGAL NOTICE- PSA ANNOUCE	09/09/2022	20.39	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 231:					20.39	.00		
<b>311</b>								
311	FRONTIER COMMUNICATIONS	AUG 2022A	608-884-6531 PHONE CHARGE	09/09/2022	226.18	.00		
311	FRONTIER COMMUNICATIONS	AUG 2022A	608-884-1968 PHONE CHARGE	09/09/2022	52.87	.00		
311	FRONTIER COMMUNICATIONS	AUG 2022A	262-002-7247 TELEPHONE CHA	09/09/2022	32.28	.00		
311	FRONTIER COMMUNICATIONS	AUG 2022A	262-002-7243 TELEPHONE CHA	09/09/2022	66.36	.00		
Total 311:					377.69	.00		
<b>334</b>								
334	HYDRITE CHEMICAL COMPANY	02609367	FERRIC CHLORIDE TECH BULK	09/09/2022	11,564.00	.00		
Total 334:					11,564.00	.00		
<b>490</b>								
490	SECURIAN FINANCIAL GROUP,	SEPT 2022A	SEPT 2022 LIFE INSURANCE	09/09/2022	63.43	63.43	09/02/2022	
490	SECURIAN FINANCIAL GROUP,	SEPT 2022A	SEPT 2022 LIFE INSURANCE	09/09/2022	78.95	78.95	09/02/2022	
Total 490:					142.38	142.38		
<b>557</b>								
557	PHOENIX CONSULTING INC	2090204A	SET UP NEW COPIER TO THE N	09/09/2022	115.00	.00		
557	PHOENIX CONSULTING INC	2090204A	SET UP NEW COPIER TO THE N	09/09/2022	115.00	.00		
Total 557:					230.00	.00		
<b>561</b>								
561	PITNEY BOWES GLOBAL FINAN	3316183403A	LEASE PERIOD 06/30/22 - 09/29/	09/09/2022	3.49	.00		
561	PITNEY BOWES GLOBAL FINAN	3316183403A	LEASE PERIOD 06/30/22 - 09/29/	09/09/2022	3.49	.00		
Total 561:					6.98	.00		
<b>600</b>								
600	ROCK ENERGY COOPERATIVE	AUG 22 90363	90363001 STREET LIGHT CHAR	09/09/2022	22.11	22.11	08/16/2022	
Total 600:					22.11	22.11		
<b>660</b>								
660	WI STATE LABORATORY OF HY	718376	FLUORIDE SAMPLE	09/09/2022	26.00	.00		
660	WI STATE LABORATORY OF HY	720319	E COLI TESTING - WWTP	09/09/2022	160.00	.00		
Total 660:					186.00	.00		
<b>700</b>								
700	LAKESIDE INTERNATIONAL TR	5084224	VACTOR REPAIR	09/09/2022	9,634.70	.00		
Total 700:					9,634.70	.00		
<b>716</b>								
716	US POSTAL SERVICE	O1836989052	PERSONALIZED ENVELOPES	09/09/2022	24.73	.00		
716	US POSTAL SERVICE	O1836989052	PERSONALIZED ENVELOPES	09/09/2022	24.73	.00		
716	US POSTAL SERVICE	O1836989052	PERSONALIZED ENVELOPES P	09/09/2022	180.00	.00		
716	US POSTAL SERVICE	O1836989052	PERSONALIZED ENVELOPES P	09/09/2022	180.00	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 716:					409.46	.00		
<b>747</b>								
747	CORE & MAIN	Q976120	LOCKING WATER LID	09/09/2022	235.08	.00		
747	CORE & MAIN	R140764	CURB BOX RODS	09/09/2022	354.88	.00		
747	CORE & MAIN	R178023	PVC CPLG STRONGBACK	09/09/2022	118.21	.00		
747	CORE & MAIN	R224167	IPEARL METERS, METER PART	09/09/2022	37.63	.00		
747	CORE & MAIN	R253743	IPEARL METERS, METER PART	09/09/2022	333.17	.00		
747	CORE & MAIN	R278354	IPEARL METERS	09/09/2022	5,624.95	.00		
747	CORE & MAIN	R285399	CURB BOXES	09/09/2022	1,121.00	.00		
747	CORE & MAIN	R285401	CURB BOXES	09/09/2022	97.26	.00		
747	CORE & MAIN	R316987	CURB BOXES, TOUCHPADS	09/09/2022	472.00	.00		
747	CORE & MAIN	R378709	BRONZE METER COUPLING	09/09/2022	848.26	.00		
747	CORE & MAIN	R415743	CURB BOXES, RUBBER METER	09/09/2022	433.32	.00		
747	CORE & MAIN	R444062	BRONZE METER COUPLING	09/09/2022	698.84	.00		
747	CORE & MAIN	R499298	COUPLINGS	09/09/2022	1,177.77	.00		
747	CORE & MAIN	R523234	CORP STOP, REP CLIP	09/09/2022	787.06	.00		
Total 747:					12,339.43	.00		
<b>779</b>								
779	WI DEPT OF EMPLOYEE TRUST	OCT 2022	OCT 2022 HEALTH INSURNACE	09/09/2022	4,503.04	.00		
779	WI DEPT OF EMPLOYEE TRUST	OCT 2022	OCT 2022 HEALTH INSURNACE	09/09/2022	5,427.31	.00		
779	WI DEPT OF EMPLOYEE TRUST	SEPT 2022A	SEPT 2022 HEALTH INSURANC	09/09/2022	4,503.04	.00		
779	WI DEPT OF EMPLOYEE TRUST	SEPT 2022A	SEPT 2022 HEALTH INSURANC	09/09/2022	5,427.31	.00		
Total 779:					19,860.70	.00		
<b>934</b>								
934	STAPLES CREDIT PLAN	7362446746A	SOAP, PAPER, COFFEE	09/09/2022	2.04	.00		
934	STAPLES CREDIT PLAN	7362446746A	SOAP, PAPER, COFFEE	09/09/2022	2.04	.00		
934	STAPLES CREDIT PLAN	7363820963	BANDAGES, EYE WASH SOLUTI	09/09/2022	29.45	.00		
934	STAPLES CREDIT PLAN	7363868182A	PRINTER PAPER	09/09/2022	23.35	.00		
934	STAPLES CREDIT PLAN	7363868182A	PRINTER PAPER	09/09/2022	23.35	.00		
Total 934:					80.23	.00		
<b>980</b>								
980	CIVIC SYSTEMS	CVC22432A	NEW EMPLOYEE TRAINING- 7/5	09/09/2022	300.00	.00		
980	CIVIC SYSTEMS	CVC22432A	NEW EMPLOYEE TRAINING- 7/5	09/09/2022	300.00	.00		
Total 980:					600.00	.00		
<b>2023</b>								
2023	USA BLUEBOOK	090401	CHEMICAL DRUM PUMP	09/09/2022	194.91	.00		
Total 2023:					194.91	.00		
<b>2056</b>								
2056	ROCK ROAD COMPANIES INC	313683	HOT MIX ASPHALT - WATER DE	09/09/2022	1,834.61	.00		
Total 2056:					1,834.61	.00		
<b>2209</b>								
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 WORK COMP	09/09/2022	908.96	.00		
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 WORK COMP	09/09/2022	1,299.28	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 LIABILITY	09/09/2022	3,396.10	.00		
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 LIABILITY	09/09/2022	940.35	.00		
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 AUTO	09/09/2022	461.83	.00		
2209	BAER INSURANCE SERVICES L	5998	QTRLY 22-23 AUTO	09/09/2022	461.83	.00		
Total 2209:					7,468.35	.00		
<b>2887</b>								
2887	DELTA DENTAL OF WISCONSIN	1815458A	SEPT 2022 DENTAL INSURANC	09/09/2022	282.85	.00		
2887	DELTA DENTAL OF WISCONSIN	1815458A	SEPT 2022 DENTAL INSURANC	09/09/2022	361.33	.00		
Total 2887:					644.18	.00		
<b>2919</b>								
2919	B & M TECHNICAL SERVICES IN	9988	FLOW METER SERVICE	09/09/2022	558.60	.00		
Total 2919:					558.60	.00		
<b>3161</b>								
3161	MENARDS	055466	SHELF	09/09/2022	44.99	.00		
Total 3161:					44.99	.00		
<b>3404</b>								
3404	BURNS FULL SERVICE LLC	AUG 2022A	AUG 2022- GAS/DIESEL CHARG	09/09/2022	492.38	.00		
3404	BURNS FULL SERVICE LLC	AUG 2022A	AUG 2022- GAS/DIESEL CHARG	09/09/2022	67.00	.00		
Total 3404:					559.38	.00		
<b>3534</b>								
3534	CHARTER COMMUNICATIONS	010138408192	WATER DEPT INTERENT/PHON	09/09/2022	44.98	.00		
Total 3534:					44.98	.00		
<b>3557</b>								
3557	DAVE'S MILTON ACE HARDWAR	C90058	SHIPMENT OF SAMPLES	09/09/2022	32.64	.00		
3557	DAVE'S MILTON ACE HARDWAR	C93941	DISTILLED WATER	09/09/2022	7.58	.00		
3557	DAVE'S MILTON ACE HARDWAR	C93941	SHIPMENT OF SAMPLES	09/09/2022	32.64	.00		
Total 3557:					72.86	.00		
<b>3690</b>								
3690	CEDAR CORPORATION	112557	SOUTH MAIN STREET UTILITY	09/09/2022	1,550.00	.00		
3690	CEDAR CORPORATION	112560	2022 LEAD SERVICE LATERAL	09/09/2022	649.74	.00		
3690	CEDAR CORPORATION	112560	2022 LEAD SERVICE LATERAL	09/09/2022	5,759.16	.00		
Total 3690:					7,958.90	.00		
<b>4659</b>								
4659	CENTURYLINK	304459788A	AUG 2022 LONG DISTANCE CH	09/09/2022	.23	.00		
4659	CENTURYLINK	304459788A	AUG 2022 LONG DISTANCE CH	09/09/2022	.23	.00		
Total 4659:					.46	.00		
<b>4880</b>								
4880	BAYSIDE PRINTING, LLC	140711A	2ND QTR 22 BILLING - NEWSLE	09/09/2022	112.29	.00		
4880	BAYSIDE PRINTING, LLC	140711A	2ND QTR 22 BILLING - NEWSLE	09/09/2022	112.29	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4880	BAYSIDE PRINTING, LLC	140830A	2ND QTR 22 BILLING - UTILITY	09/09/2022	616.38	.00		
4880	BAYSIDE PRINTING, LLC	140830A	2ND QTR 22 BILLING - UTILITY	09/09/2022	616.38	.00		
Total 4880:					1,457.34	.00		
<b>4993</b>								
4993	WALTER AND SON WASTE HAU	8003	CLEAN BIG DIGESTER	09/09/2022	5,875.00	5,875.00	08/18/2022	
Total 4993:					5,875.00	5,875.00		
<b>5184</b>								
5184	BUMPER TO BUMPER EDGERT	625-350207	OIL AND OIL FILTER	09/09/2022	48.70	.00		
5184	BUMPER TO BUMPER EDGERT	625-350247	BULK OIL FILTER	09/09/2022	7.52	.00		
Total 5184:					56.22	.00		
<b>5214</b>								
5214	GRANITE TELECOMMUNICATIO	570098749A	608-884-3341 SEWER	09/09/2022	120.22	.00		
5214	GRANITE TELECOMMUNICATIO	570098749A	608-884-3341 WATER	09/09/2022	120.22	.00		
5214	GRANITE TELECOMMUNICATIO	570098749A	608-884-2466 WWTP	09/09/2022	135.34	.00		
5214	GRANITE TELECOMMUNICATIO	574331941	WWTP LINE CHARGES	09/09/2022	147.94	.00		
5214	GRANITE TELECOMMUNICATIO	574331941	608-884-3341 WATER	09/09/2022	126.88	.00		
5214	GRANITE TELECOMMUNICATIO	574331941	608-884-3341 SEWER	09/09/2022	126.88	.00		
Total 5214:					777.48	.00		
<b>5322</b>								
5322	KS ENERGY SERVICES, LLC	PAY REQ #3 2	LEAD SERVICE LATERAL REPL	09/09/2022	153,142.34	.00		
Total 5322:					153,142.34	.00		
<b>5473</b>								
5473	HAWKINS INC	6281334	PHOSPHATE TANKS, CONNECT	09/09/2022	2,215.00	.00		
Total 5473:					2,215.00	.00		
<b>5474</b>								
5474	BKS EXCAVATING, INC.	PAY REQ #1 2	LEAD SERVICE LATERAL REPL	09/09/2022	184,774.53	.00		
Total 5474:					184,774.53	.00		
Grand Totals:					433,786.24	6,291.79		

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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GRAND TOTAL: \$433,786.24

September 9, 2022

Vouchers Payable submitted By: Maddie Friend, Administrative Assistant

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James Kapellen (Chairperson)

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Paul Davis (Aldersperson)

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Candy Davis (Aldersperson)

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Report Criteria:  
Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.Input Date = 09/09/2022  
Invoice.Batch = "CC","CK","ACH"

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# Memo

**To:** Utility Commission  
**From:** Wendy Loveland  
**Date:** 06/13/2022  
**Re:** Leak Credit at 401 Lyons St.

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The owner of 401 Lyons St is requesting a credit for 57,000 gallons of sewer due to a toilet left leaking from a previous tenant. He has submitted a short letter along with the affidavit form for your review.

The average usage for the last four quarters was 12,000 gallons. The final billing was for 69,000 gallons so the possible credit he is asking for is on 57,000 gallons. The Commission is not obligated to award a credit at this time.

If the Commission agrees to award a credit, below is the maximum credit allowed:

Maximum water credit allowed: \$102.60

Maximum sewer credit allowed: \$327.75



*Jensen Estates*  
*10229 N Ellendale Rd*  
*Edgerton, WI 53534*

August 29, 2022

City of Edgerton Utility Commission  
12 Albion St  
Edgerton, WI 53534

Dear Commission,

I am writing this letter due to a surprise water bill/meter reading we received at one of our homes. The home is at 401 Lyons St in Edgerton. The home is owned by my company, Jensen Estates, and we rent out the home. Our tenant decided to move out at the end of July and the water meter was read the first week of August. The billing was to be switched back into our company name until a new tenant moves in. It was at that time we were informed that over 50,000 gallons of water more than normal, had run through the water meter. After I was able to get back into the home, I was able to investigate the source of the problem. There were no leaking pipes identified anywhere in the home. The plumbing system itself is intact. The only fixtures I could identify that would not hold water were the toilets. During my investigation, I found that the flapper unit inside the toilets would hang up and not seat properly. This must have been going on sometime for the last billing quarter. In a conversation with the office personnel at the city desk, they mentioned that this use was abnormal and just for the past quarter. My past tenant did work away from the home often so he may not have been able to be home enough to catch the issue or ever imagine it would or could leak this much.

At this time, I have replaced the parts in the toilet, and it is not leaking anymore. I have been involved in the "trades" for many years now, operating the Al Beyers, Indoor Comfort Systems company for the past 35 years. I hope that it is acceptable to you that I made the repairs myself.

I would like to ask the commission for an adjustment in the past water bill on behalf of my tenant and myself. I do not believe the overuse of the water was purposely neglected or malicious in manner. It was a leaking fixture that unfortunately had went unnoticed. Would it be possible to adjust this past quarterly water bill to reflect an "average" or "normal" use amount, based on my past tenants usage? Please let me know what your considerations might be in this matter. I can be reached by phone at 608-295-7708 or at the address listed above.

Thank you.

Jim McCue  
Jensen Estates

**CERTIFIED TECHNICIAN/CONTRACTOR VERIFICATION**  
**FORM**

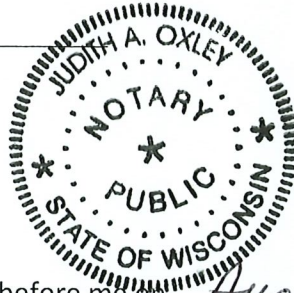
This form is required if your leak credit request is 50,000 gallons or more over your average usage

Technician Name: Jim McCue License # 4175  
Company Name: Al Beyers, Indoor Comfort Systems  
Company Address: 4100 N. Newville Rd  
Janesville, WI 53545  
Company Phone #: 608-752-6610

The above named Certified Technician/Contractor certifies that he/she made the following repairs: Identified that the toilet would not hold water in the tank. Replaced parts in the toilet to stop the leak through  
at the address: of 401 Lyons St in Edgerton

Jim McCue  
(Technician Signature)

Jim McCue  
State of Wisconsin  
County of Rock



Signed and sworn to (or affirmed) before me on Aug 29, 2022 Date  
by Jim McCue

Printed name(s) of individual(s) making statement  
who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Judith A. Oxley  
Notary Public

My commission expires on 10-30-22

# EDGERTON WATER/SEWER UTILITY

Sep 01, 2022

12 ALBION ST  
EDGERTON WI 53534  
608-884-3341

Customer Number: 1.0410.04

KORY FULLER  
23 3RD ST  
EVANSVILLE WI 53536

**FINAL BILLING  
DUE UPON RECEIPT**

Disconnect Date: Aug 01, 2022  
Service Address: 401 LYONS ST

Previous Date	Previous Reading	Current Date	Current Reading	Multiplier	Usage	Amount	
						176.09	Previous Balance
						.00	Current Payments/Adjustments
06/10/2022	217	08/01/2022	286	1.0000	69	245.51	WATER
					69	543.83	SEWER
						11.32	PUBLIC FIRE PROTECTION
						3.48	STORM WATER
						.00	RECONNECT - WATER
						.00	RECONNECT SEWER
						2.34	PENALTY-WATER
						2.64	PENALTY-SEWER
						.30	PENALTY-STORM WATER
						.00	Water Tax Penalty
						.00	Sewer Tax Penalty
						.00	Storm Tax Penalty
						985.51	Total
						985.51	Balance Due

If left unpaid after 30 days, this account will be turned over to the Department of Revenue State Debt Collection to be collected on our behalf



# Memo

**To:** Utilities Commission  
**From:** Staff  
**Date:** 9/7/2022  
**Re:** 2022 Forecast

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Each year the Utility Commission reviews the five-year updated financial forecast for the utilities. This analysis provides a long-term view of the financial health of the utilities; it is used to make decisions about projects, staffing, and other operating expenses; and it provides the basis for determining if a rate increase or borrowing is needed **for the next year**.

The forecast is largely driven by capital projects and equipment. The capital projects and equipment shown on the attached lists are included in the forecasts. The following is the summary of the forecast for each utility.

## Water Utility

The Public Service Commission establishes eligibility criteria for the simplified rate increase process. According to PSC regulations, the water utility is eligible for a simplified rate increase of 4.5% this year based on the rate of return. The last water rate increase was in 2021.

**Capital and Operating Costs:** The forecast includes almost \$1.8 million in capital projects over the next 5 years as well as having a TIF paying for the Henry Street utility reconstruction project. Operating costs in several areas have increased with a projected 8.3% overall increase for 2022. Please recall the forecast is built on an assumption of a 4% increase in operating costs each year. Some of the operating increases are temporary due to supply chain issues and lead lateral work, while others are apt to remain. The forecast includes the following increases in operating costs:

- Increased chemical cost to address the lead exceedances issue.
- The DNR has indicated we need to change out more water meters each year to stay in compliance with DNR regulations which will increase costs. Additionally, the utility has to pay for the meters provided to the new customers which has increased with the new subdivisions. The cost of all meters has increased and the new radio read meters are also more expensive.
- Gasoline costs will be over budget
- Power for the wells will be over budget
- Health insurance rates will increase by 5.4% and retirement costs will also increase next year.
- Repair parts such as valves have sharply increased.

**Lead Lateral Project:** Regarding the lead lateral replacement program, the forecast includes several options. Staff estimates there will be approximately 100 private lead laterals left in the system after this year's replacement project. The remaining laterals could be replaced in 2023. The majority of the private lead laterals left to replace

are those where the public side of the lateral (from the shut off to the main) has not been replaced. The Utility is responsible to pay for the replacement of this part of the lateral. The DNR anticipates that next year's private lateral program will not provide 100% grant but will require someone pay for 50% of the cost to replace a private lateral. If the utility decides to continue with the replacement program next year, the Commission and City Council will have to decide who will pay for the 50% of the private lateral that is not grant eligible. The forecast "tests" various options related to lead laterals.

**Scenarios:** The attached water utility forecast summary tests the following scenarios:

First Scenario: Having no rate increases over the next 5 years; do not continue with the lead lateral replacement program; and borrowing \$1,000,000 for regular capital projects in 2024. This results in the need for a rate increase in the last year of the forecast due the cost of the proposed capital projects.

Second Scenario: Having no rate increases over the next 5 years; continuing with the lead lateral replacement program and borrow for the replacement of the public side of the laterals; the utility paying 50% of the cost to replace private laterals; and borrowing \$1,000,000 for regular capital projects in 2024. This results in the need for a greater rate increase than in the first two scenarios in the last years of the forecast.

Third Scenario: Having a 4.5% rate increase in 2023; continuing with the lead lateral replacement program and borrow for the replacement of the public side of the laterals; the utility paying 50% of the cost to replace private laterals; and borrowing \$1,000,000 for regular capital projects in 2024. This results in the need for a greater rate increase than in the first scenario and a smaller increase in the last years of the forecast than scenario 2.

Fourth Scenario: Having a 4.5% rate increase in 2023 and a 3% increase in both 2025 and 2027; continuing with the lead lateral replacement program and borrow for the replacement of the public side of the laterals; the utility paying 50% of the cost to replace private laterals; and borrowing \$1,000,000 for regular capital projects in 2024. This eliminates the negative cash position of the other scenarios.

**Water rate:** The primary question is: What is the appropriate action to address the rate increases in the later years of the forecast? Certainly the magnitude of the capital projects is the primary factor. The forecast includes almost \$1.8 million in capital projects and borrows \$1 million to pay for those projects. However, operating costs have also markedly increased and if rates are not adequate to cover the increase in operating costs, the Commission's ability to pay for any projects out of rates will be eliminated over time thus requiring more borrowing. A 4.5 % rate increase would produce an additional \$44,200 in revenue annually which should be adequate to pay for the increase in operating costs.

**Lead Lateral Project Funding:** Regarding the lead lateral program, the forecast indicates that the utility would borrow for all the utility's cost for the lead lateral program so the program is not "taking" funds for other capital projects. The impact of the borrowing is felt in the years following the borrowing as debt payments increase. Please note the water utility currently has low debt. The Commission should evaluate the value in the removal of all the lead laterals from the system and the cost to rate payers. The Commission should also recognize that it is anticipated that at some point the EPA will require the removal of all lead laterals.

**Possible Actions:** To reduce the projected rate increases in the later years of the forecast, the Commission could take one of more of the following actions: delay projects; borrow for a greater share of regular projects; discontinue the lead lateral replacement program; or have regular inflationary increases in rates.

**Recommendation:** Staff recommends the Utility Commission select alternative three as the preferred alternative meaning there would be a rate increase next year and the utility would continue with the lead lateral program next year. A 4.5 % water rate increase would result in a \$3.00 / quarter increase in costs for the average residential customer.

## **Sewer Utility**

A few notable changes to the forecast from last year include a TIF paying for all of the Henry Street reconstruction project.

The sewer utility is not regulated by the PSC so the Commission and the City Council determine the rates. The last sewer rate increase was a 3% increase in 2021.

**Scenarios :** The attached sewer utility forecast summary tests three scenarios:

**Scenario #1:** Having no rate increase and no borrowing for any projects provides the utility with adequate and relatively stable cash through 2027.

**Scenario #2:** Having no rate increase and no borrowing for any projects and paying an extra \$37,400 to reduce the loan term on the WWTP Rural Development loan would reduce the Utility's cash position over time but still leave adequate cash. It would also reduce the term of the 40 year loan by about 4.5 years.

**Sewer rate:** The sewer utility does not need a rate increase at this time. Both of the Rural Development loans (S Main St and the WWTP) have a 40-year amortization schedule and no prepayment penalties. The Commission should debate the advantages and disadvantages of prepaying a portion of the RD WWTP loan to reduce the term of the loan so as to not burden future rate payers. Staff recommends the Utility make a prepayment of the WWTP loan in 2023 and reevaluate future prepayments with next year's forecast.

EDGERTON WATER UTILITY							
Capital Improvements							
	Actual	Forecasted					
	2021	2022	2023	2024	2025	2026	2027
Capital Projects:							
S. Main St watermain	642,735						
wellhouse 4 improvements							
Wellhouse 3 improvements							
Wellhouse 2 improvements							
East Water Tower painting	-						
West Water Tower painting	-					225,000	
Stoughton Rd							
Rollin - N Main to Albion	6,410						
Rollin - Stoughton to Albion							280,800
Quigley St			239,382				
Maple Court							
Developer contributions							
Washington St						351,000	
Henry St main replacement		-					
Crescent and Ridgeway					215,280		
Public side lead laterals		700,000	700,000				
Private side lead laterals	391,074	40,000	450,000				
Albion St				468,000			
Leak Detector survey		10,000					
Corrosion Control Equip Install		27,000					
Miscellaneous	-						
Contributed assets to other funds							
Equipment:							
Hydrants	6,897	10,000	10,000	10,000	10,000	10,000	10,000
Meters	21,647	25,000	25,000	25,000	25,000	25,000	25,000
Loader		20,925					
Pickup truck		24,000					
Elevated Tank Inspections	-						
East Tank Control Enclosure	-						
Replace Van	-						
Miscellaneous	-	-	20,000	20,000	20,000	20,000	20,000
Change in CWIP	-						
Total	\$ 1,068,763	\$ 856,925	\$ 1,444,382	\$ 523,000	\$ 270,280	\$ 631,000	\$ 335,800
FINANCING SUMMARY:							
Utility	495,354	156,925	294,382	(477,000)	270,280	631,000	335,800
Debt	200,000	700,000	1,150,000	1,000,000		-	-
General Fund	-	-	-	-	-	-	-
TIF Funded	-	-	-	-	-	-	-
Special Assessment	-	-	-	-	-	-	-
Trade-in vehicle	-	-	-	-	-	-	-
Grants	373,409	-	-	-	-	-	-

**EDGERTON WATER UTILITY**  
Summary of Forecast/Rate Increases

Rate Increases	2022	2023	2024	2025	2026	2027
	Ending Cash Available	Ending Cash Available	Ending Cash Available	Ending Cash Available	Ending Cash Available	Ending Cash Available
	Rate Increase Needed	Rate Increase Needed	Rate Increase Needed	Rate Increase Needed	Rate Increase Needed	Rate Increase Needed
- No rate increase	135,702	81,519	806,188	663,092	170,280	(54,682)
- Borrow for 2022 public side lead laterals						
- Do not replace any more lead laterals						
- Borrow \$1,000,000 for regular capital projects in 2024						
- No rate increase	135,702	43,632	711,551	511,705	(37,858)	(319,580)
- Replace and borrow for all public side 2022 and 2023 laterals						
- Pay and borrow for half the cost of remaining private laterals						
- Borrow \$1,000,000 for regular capital projects in 2024						
- 4.5% rate increase in 2023	135,702	87,839	799,964	644,325	138,969	(98,546)
- Replace and borrow for all public side 2022 and 2023 laterals						
- Pay and borrow for half the cost of remaining private laterals						
- Borrow \$1,000,000 for regular capital projects in 2024						
- 4.5% rate increase in 2023; 3% increases in 2025 and 2027	135,702	87,839	799,964	675,207	200,732	25,991
- Replace and borrow for all public side 2022 and 2023 laterals						
- Pay and borrow for half the cost of remaining private laterals						
- Borrow \$1,000,000 for regular capital projects in 2024						

EDGERTON SEWER UTILITY							
Capital Improvements							
		Forecast					
	Actual						
	2021	2022	2023	2024	2025	2026	2027
<b>Capital Projects:</b>							
Downtown	-	-	-	-	-	-	-
Brailsford							
Gateway							
Blaine St							
- Swift to Randolph	-	-	-	-	-	-	-
- Randolph to Hemphill							
Highland							
E Lawton							
Chaucer St	-	-	-	-	-	-	-
Dickinson	-	-	-	-	-	-	-
S. Main St	799,169	-	-	-	-	-	-
Slip line Swift to Randolph							
Rollin St - N Main to Albion	8,078						
Rollin St - Stoughton to Albion							159,600
Drilling monitoring wells	-	-	-	-	-	-	-
Sweeney							
Stoughton Rd							
Quigley St			150,000				
Maple Ct		-		-	-	-	-
N Main/ Throson main ext							
Washington St						199,500	
Henry St		-					
IKI Sewer Repair							
Crescent / Ridgeway				-	122,360		
Henderson util modifications							
Marshview							
Albion St				266,000			
<b>Equipment:</b>							
Manhole replacement	-	-	10,000	10,000	10,000	10,000	10,000
Irrigation meters	-	1,500	1,500	1,500	1,500	1,500	1,500
WWTP Upgrades	-	-	-	-	-	-	-
Sludge Building							
Loader		48,825					
Vactor Truck				175,000			
Pickup Truck					24,000		
Grinder for Bar Screen							
Mower	-	-	4,500	-	-	-	-
Miscellaneous	-	20,000	20,000	20,000	20,000	20,000	20,000
Change in CWIP							
Total	\$ 807,247	\$ 70,325	\$ 186,000	\$ 472,500	\$ 177,860	\$ 231,000	\$ 191,100
<b>FINANCING SUMMARY:</b>							
Utility cash	564,313	(642,500)	142,000	277,500	133,860	211,000	171,100
Debt	-	405,000	-	-	-	-	-
Grant		219,000	-	-	-	-	-
Restricted Funds	-	48,825		175,000	24,000	-	-
Unrestricted cash used							
interest charged to construction							
TIF Funded	-	-	-	-	-	-	-
Connection Fee Fund	23,934	40,000	20,000	20,000	20,000	20,000	20,000

**EDGERTON SEWER UTILITY**  
Summary of Forecast/Rate Increases

	Rate Increases	2023 Ending Cash Available	2023 Rate Increase Needed	2024 Ending Cash Available	2024 Rate Increase Needed	2025 Ending Cash Available	2025 Rate Increase Needed	2026 Ending Cash Available	2026 Rate Increase Needed	2027 Ending Cash Available	2027 Rate Increase Needed
1	No increase and no borrowing	1,079,580		1,002,149		1,054,314		1,049,025		1,084,456	
2	No inc and no borrow; prepay \$37,400 of WWTP loan annually starting 2023 (reduces loan by 4 years) currently 34 years left to pay off RD loan	1,042,080		927,149		941,814		899,025		896,956	

**Key Assumptions:**

- 4% annual increase in operations and maintenance expenses
- Annual increase of 20 residential customers
- Includes all capital projects listed on attached project schedule
- Includes all projected debt payments for debt-funded projects
- Cash available equals the ending cash balance less restricted cash less amount needed to cover 3 months of operation and maintenance expense

# **EDGERTON WATERWORKS**

## **August Report 2022**

1. Monthly samples were taken to the State Lab of Hygiene. All samples were safe.
2. Nitrate samples were taken at all three wells. All samples good.
3. Disinfection Byproducts sample was taken at the meter house on River Rd.
4. Finished getting meter ID numbers for Wendy.
5. Assisting K&S when needed on service line replacement.
6. Assisting BKS when needed on the lead line replacement from the curbstop to the main.
7. Old meters were torn apart.
8. New meters were programmed.
9. Locates.
10. Mowing and weed control.

Thomas A, Pennekamp/Operator -in-charge



# EDGERTON W.W.T.P. REPORT

AUGUST 2022

1. Daily lab work.
2. D.N.R. reports.
3. Did sewer and lift station checks.
4. General-plant maintenance was done.
5. Did phosphorus and ammonia sampling for D.N.R. reports.
6. Did E. coli sampling as required by the DNR.
7. Preventive maintenance is being done on the collection system leading to the plant by, jet-clean and root removal when necessary.
8. Replaced burned out lamps in the UV system.
9. Did oil changes on our trucks.
10. Repaired sewer manhole at the Elementary School on Ridgeway St.
11. The aeration electronic valve has been rebuilt and put back in -service.
12. Crane Engineering was in and replace the leaking shaft seal on aeration blower #1.

Thank-You  
*James Reilly*  
Edgerton - W.W.T.P.