

DEPARTMENTWATER UTILITY
FUND 71**Program Description**

The Water Utility is responsible for the day to day operation and maintenance of the Village's wells, towers, services, distribution system, and the metering and billing of all customers. The Village currently operates three wells and long range utility plans include adding an additional high capacity well site within the next 1 to 3 years. Also needed is a facility upgrade at Well 3 to include new iron removal capabilities, an on-site backup generator, a sewer connection, and building remodeling.

Currently the Utility operates approximately 31 miles of main ranging in size from 4-inches to 16-inches in diameter of which nearly 80% is less than 30 years old and 90% is constructed of PVC. Historically, the Village experiences less than 5 water main or service breaks per year.

In 2015, the Utility pumped approximately 152 million gallons of water which represents roughly 22 percent of the Utility's operating capacity. The Village operates three municipal wells giving the Village a maximum short-term pumping capacity of approximately 1,100 gallons per minute (gpm).

The Village has one booster station in its system, which was installed as a means to increase water pressure and fire-fighting capabilities for the subdivisions located to the northeast. The Water Utility has two water storage towers and one ground-level storage tank providing a total storage capacity of 610,000 gallons.

2016 Accomplishments

- Rebuilt Well #5, including set-up for future annual service provided through the 10-year service agreement with Suez/Utility Services.
- Repainted surface and interior of Lover's Lane water tower.
- Continued populating data for GIS mapping program.
- Future well #7 test drilling scheduled after field crops are harvested.
- Continued the meter replacement, cross connection, and in-house Wisconsin DNR Bacti testing programs.
- Rebuilt booster pumps at the Commerce Blvd. booster station.
- Finished water study including maps of the different pressure zones, age of water information, and pressure monitoring.

- Primed and painted 85 hydrants, completing the third year in our five year plan to have them all resurfaced.
- Upgraded meter reading software.

2017 Objectives

- Obtain DNR permitting and qualified bids for the Well #3 rehab/iron filter project.
- Construction of an iron filter at Well#3.
- Construct sewer relay upgrades necessary for iron filter at Well #3
- Continue the cross connection, meter replacement, hydrant painting, and in house Bacti inspection program.
- Continue with the future Well 7 investigation to include installing test wells to evaluate potential water quantity and quality.
- Continue populating data and incorporate it in GIS mapping.
- Interior cleaning and power washing of the Polk Street water tower.

Staffing

Position	FTE (Full-Time Equivalent)
Utility Operator	2

Salary and Wage Distributions

The Utility Operators' wages range from \$46,800 to \$52,603 annually. Wage amounts are divided between "Pumping Labor Expense", which covers 50%, and "Distribution Operations Labor", which covers 50%. These categories were set up to correspond with reporting requirements established by the Public Services Commission (PSC).

In addition to the staff assigned to this department, the Water Utility pays 30% of the Administrator's salary, 20% of the Engineer's salary, and 30% of the Utilities/Public Works Superintendent salary under "Admin & General Salaries". The department also funds 20% of the Treasurer/Deputy Clerk's salary and 10% of the Deputy Treasurer's wages under "Accounting & Collect Labor".

Account Detail

46410-460 – Private Fire Protection Sales: This is a charge received from customers who utilize private fire protection systems such as automatic sprinkler systems.

46410-463 – Public Fire Protection Sales: This is an amount determined by the PSC to cover the use of mains and hydrants used for public fire protection purposes.

46411-454 – Rent of Property: The utility receives an annual rental fee from Verizon for placement of their antenna on one of the utility's water towers. There is also rent received from the Sewer Utility for shared use of meters.

53710-605 – Maintenance of Source: This amount covers required testing of the Village wells.

53720-625 – Maintenance of Pumps: This item covers pump repair and generator maintenance costs.

53740-650 – Maintenance of Reservoirs: This expense is for a maintenance agreement that includes a portion that will be set aside towards the next repainting of a water tower.

53740-651 – Maintenance of Mains: This item is for repairs for any water main breaks and to replace valves as needed. The cost of Diggers Hot Line service also comes out of this category.

53740-654 – Maintenance of Hydrants: This category includes hydrant repairs, parts and replacements.

53740-655 – Maintenance of Other Plant: This cost is for alarms, radios and maintenance of the SCADA (Supervisory Control and Data Acquisition) system.

53770-921 – Central Services & Building: This category pays the utility's Central Services fee for administrative support and office and storage space.

53770-923 – Outside services: This item includes the cost of the utility's annual audit and miscellaneous engineering services as needed. Studies of the water system and potential improvements to the water tower are planned.

53770-928 – Regulatory Commission Expense: This account is used to cover the fees associated with a rate case application with the Public Services Commission.

53770-933 – Central Equipment Expense: This category includes the fee paid to the Central Equipment fund for the use of municipal-owned vehicles.

**2017 PROPOSED BUDGET
WATER UTILITY - FUND 71**

	2015 ACTUAL 12/31/2015	2016 ACTUAL 7/31/2016	2016 PROJECTED YEAR-END	2016 AMENDED BUDGET	2017 PROPOSED BUDGET	%CHANGE BUDGET
710-46410-000-440 RESIDENTIAL SALES	426,583.89	207,489.31	418,978.62	411,500.00	423,000.00	2.79%
710-46410-000-441 MULTI-FAMILY	8,232.93	4,035.46	8,070.92	18,000.00	8,000.00	-55.56%
710-46410-000-442 COMMERCIAL SALES	112,128.58	56,352.56	112,705.12	115,000.00	115,000.00	0.00%
710-46410-000-443 INDUSTRIAL SALES	12,910.76	5,616.68	11,233.36	13,000.00	13,000.00	0.00%
710-46410-000-460 UNMETERED SALES	9,025.00	12,295.90	15,591.80	8,000.00	10,000.00	25.00%
710-46410-000-462 PRIVATE FIRE PROTECTION SALES	13,126.16	7,560.00	15,120.00	15,000.00	15,500.00	3.33%
710-46410-000-463 PUBLIC FIRE PROTECTION SALES	373,759.29	286,730.29	383,760.58	380,200.00	385,000.00	1.26%
710-46410-000-464 PUBLIC AUTHORITY SALES	67,842.69	31,378.65	62,757.30	45,000.00	60,000.00	33.33%
710-46411-000-450 FORFEITED DISCOUNTS	4,477.13	2,522.24	5,044.48	5,000.00	5,000.00	0.00%
710-46411-000-454 RENT OF PROPERTY	31,280.96	21,120.00	26,734.00	25,344.00	32,000.00	26.26%
710-46411-000-456 OTHER OPERATING REVENUES	4,089.41	3,025.04	6,050.08	3,000.00	5,000.00	66.67%
710-46412-000-419 WATER INTEREST INCOME	6,115.32	7,278.87	14,557.74	2,500.00	8,000.00	220.00%
710-46412-000-421 CONTRIBUTED CAPITAL	200,160.90	-	-	-	-	-
710-46412-000-425 AMORTIZATION PRE 03 A/DEP	10,436.45	10,436.45	10,436.45	-	-	-
710-48125-000-000 GAIN ON INVESTMENTS	-	(2.00)	(4.00)	-	-	-
710-48130-000-000 UNREALIZED GAIN ON INVESTMENTS	-	4,825.25	9,650.50	-	-	-
TOTAL REVENUES	1,280,169.47	660,664.70	1,100,686.95	1,041,544.00	1,079,500.00	3.64%

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	2015 ACTUAL 12/31/2015	2016 ACTUAL 7/31/2016	2016 PROJECTED YEAR-END	2016 AMENDED BUDGET	2017 PROPOSED BUDGET	%CHANGE BUDGET	
710-53710-000-605	MAINTENANCE OF SOURCE	5,138.69	2,188.56	4,377.12	8,000.00	8,000.00	0.00%
710-53720-000-620	PUMPING LABOR EXPENSE	55,712.98	32,575.60	55,843.89	49,602.78	56,000.00	12.90%
710-53720-000-621	PUMPING POWER EXPENSE	52,448.53	25,438.53	50,608.91	57,000.00	52,000.00	-8.77%
710-53720-000-623	PUMPING OPS SUPP & EXP	2,678.62	1,477.33	12,000.00	12,000.00	12,000.00	0.00%
710-53720-000-625	PUMPING MAINT. OF PUMPS	13,896.42	14,698.41	20,000.00	20,000.00	20,000.00	0.00%
710-53730-000-631	WATER TREATMENT CHEMICALS	24,876.00	12,662.61	21,707.33	25,000.00	25,000.00	0.00%
710-53740-000-640	DISTRIBUTION OPERATIONS LABOR	33,770.76	32,575.60	55,843.89	49,891.22	56,000.00	12.24%
710-53740-000-641	DISTR OPERATION SUPPLIES	5,427.84	546.38	3,000.00	3,000.00	3,000.00	0.00%
710-53740-000-650	MAINT OF RESERVOIRS	35,826.14	31,415.53	53,855.19	52,000.00	55,000.00	5.77%
710-53740-000-651	MAINTENANCE OF MAINS	19,755.89	3,780.55	16,480.94	30,000.00	30,000.00	0.00%
710-53740-000-652	MAINT OF SERVICES	12,429.77	22,455.50	38,495.14	10,000.00	30,000.00	200.00%
710-53740-000-653	MAINT OF METERS	5,948.58	1,995.14	8,420.24	8,500.00	8,500.00	0.00%
710-53740-000-654	MAINT OF HYDRANTS	7,776.84	1,962.16	8,000.00	8,000.00	8,000.00	0.00%
710-53740-000-655	MAINT OF OTHER PLANT	4,862.04	552.72	5,000.00	10,000.00	8,000.00	-20.00%
710-53740-000-678	MAINT OF SCADA & MAPPING	35,025.66	11,112.52	15,000.00	15,000.00	15,000.00	0.00%
710-53750-000-902	ACCOUNTING & COLLECT LABOR	-	-	-	16,380.00	see admin	
710-53750-000-903	CUSTOMER ACCOUNT SUPPLIES	4,394.30	2,849.13	4,884.22	4,000.00	5,000.00	25.00%
710-53750-000-904	UNCOLLECTIBLE ACCTS	790.13	11.16	11.16	-	-	
710-53770-000-920	ADMIN. & GENERAL SALARIES	77,076.57	42,056.52	72,096.89	54,303.00	72,097.00	32.77%
710-53770-000-921	CENTRAL SERVICES & BUILDING	47,728.00	23,864.00	47,728.00	47,728.00	52,392.00	9.77%
710-53770-000-923	OUTSIDE SERVICES	4,168.99	3,122.30	40,000.00	40,000.00	7,000.00	-82.50%
710-53770-000-924	PROPERTY INSURANCE	3,710.68	4,466.00	4,466.00	4,466.00	4,913.00	10.01%
710-53770-000-925	INJURIES & DAMAGES INS	7,419.54	8,930.00	8,930.00	8,930.00	9,823.00	10.00%
710-53770-000-926	EMPLOYEE BENEFITS	70,840.31	38,575.02	66,128.61	75,973.22	78,392.00	3.18%
710-53770-000-928	REG COMM EXPENSE	2,375.87	781.90	1,340.40	1,200.00	1,300.00	8.33%
710-53770-000-930	SAFETY & TRAINING	5,427.10	2,893.84	4,960.87	5,000.00	5,000.00	0.00%
710-53770-000-933	CENTRAL EQUIPMENT EXPENSE	51,040.00	31,676.00	63,352.00	63,352.00	67,928.00	7.22%
710-53780-000-403	DEPRECIATION EXPENSE	201,240.14	206,818.00	206,818.00	200,000.00	206,818.00	3.41%
710-53780-000-408	TAXES - PAYROLL	11,570.23	7,742.31	13,272.53	13,558.40	14,849.00	9.52%
710-53780-000-409	TAXES - PROPERTY	142,663.57	150,782.00	150,782.00	147,590.00	150,782.00	2.16%
710-53780-000-439	APPR OF INC TO MUNC	4,570.10	14,635.50	14,635.50	4,570.00	14,636.00	220.26%
710-53830-000-510	UNREALIZED LOSS ON INVESTMENTS	-	-	-	-	-	
710-53860-000-505	LOSS ON INVESTMENTS	62.46	-	-	-	-	
710-53860-000-510	UNREALIZED LOSS ON INVESTMENTS	1,916.81	-	-	-	-	
TOTAL EXPENDITURES		950,590.29	734,640.82	1,068,038.83	1,045,044.62	1,077,430.00	3.10%
REVENUES OVER EXPENDITURES		329,579.18	(73,976.12)	32,648.12	(3,500.62)	2,070.00	