



3014 (02-09-04)

ANNUAL REPORT

OF

Name: GRAFTON WATER & WASTEWATER COMMISSION

Principal Office: 1900 9TH AVENUE
P.O. BOX 144
GRAFTON, WI 53024

For the Year Ended: DECEMBER 31, 1998

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.

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IDENTIFICATION AND OWNERSHIP

Exact Utility Name: GRAFTON WATER & WASTEWATER COMMISSION

Utility Address: 1900 9TH AVENUE
P.O. BOX 144
GRAFTON, WI 53024

When was utility organized? 1/1/1932

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: MR THOMAS JAMES KRUEGER

Title: UTILITY DIRECTOR

Office Address:

1900 9TH AVENUE
P.O. BOX 144
GRAFTON, WI 53024

Telephone: (414) 375 - 5330

Fax Number: (414) 375 - 6938

E-mail Address:

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

Name: NONE

Title:

Office Address:

Telephone:

Fax Number:

E-mail Address:

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: NONE

Title:

Office Address:

Telephone:

Fax Number:

E-mail Address:

Date of most recent audit report: 3/5/1999

Period covered by most recent audit: 1998

IDENTIFICATION AND OWNERSHIP

Names and titles of utility management including manager or superintendent:

Name: MR THOMAS JAMES KRUEGER

Title: UTILITY MANAGER

Office Address:

1900 9TH AVENUE
P.O. BOX 144
GRAFTON, WI 53024

Telephone: (414) 375 - 5330

Fax Number: (414) 375 - 6938

E-mail Address:

Name of utility commission/committee: Grafton Water & Wastewater Commission

Names of members of utility commission/committee:

- MR MARK J. DUMMANN
 - MR DENNIS L. ESSELMANN
 - MR RONALD W. PUGH
 - MR PETER J. SCHUMACHER, SECRETARY
 - MR ERWIN A. STERN, PRESIDENT
-

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. § 66.077 of the Wisconsin Statutes? YES

Date of Ordinance: 2/16/1959

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:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail 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)	856,683	796,340	1
Operating Expenses:			
Operation and Maintenance Expense (401-402)	368,598	385,983	2
Depreciation Expense (403)	151,773	134,581	3
Amortization Expense (404-407)	0	0	4
Taxes (408)	165,144	159,763	5
Total Operating Expenses	685,515	680,327	
Net Operating Income	171,168	116,013	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	171,168	116,013	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Income from Nonutility Operations (417)	0	0	8
Nonoperating Rental Income (418)	0	0	9
Interest and Dividend Income (419)	146,027	106,229	10
Miscellaneous Nonoperating Income (421)	209,574	234,688	11
Total Other Income	355,601	340,917	
Total Income	526,769	456,930	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	12
Other Income Deductions (426)	0	0	13
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	526,769	456,930	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	0	0	14
Amortization of Debt Discount and Expense (428)	1,749	174	15
Amortization of Premium on Debt--Cr. (429)			16
Interest on Debt to Municipality (430)	44,091	4,317	17
Other Interest Expense (431)	0	0	18
Interest Charged to Construction--Cr. (432)			19
Total Interest Charges	45,840	4,491	
Net Income	480,929	452,439	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	4,584,133	4,131,694	20
Balance Transferred from Income (433)	480,929	452,439	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)	5,065,062	4,584,133	

INCOME STATEMENT ACCOUNT DETAILS

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)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
None		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
None		2
Total (Acct. 413):	0	
Income from Nonutility Operations (417):		
None		3
Total (Acct. 417):	0	
Nonoperating Rental Income (418):		
None		4
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
Interest earned on investments	146,027	5
Total (Acct. 419):	146,027	
Miscellaneous Nonoperating Income (421):		
Non-regulated sewer operating income	209,574	6
Total (Acct. 421):	209,574	
Miscellaneous Amortization (425):		
None		7
Total (Acct. 425):	0	
Other Income Deductions (426):		
None		8
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
None		9
Total (Acct. 434):	0	
Miscellaneous Debits to Surplus (435):		
None		10
Total (Acct. 435)--Debit:	0	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		11
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
None		12
Total (Acct. 439)--Debit:	0	

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

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

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	856,683	0	0	0	856,683	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 (590 class D) -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	856,683	0	0	0	856,683	

DISTRIBUTION OF TOTAL PAYROLL

1. Amount originally charged to clearing accounts as shown in column (b) should be shown as finally distributed in column (c).
2. 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.
3. 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	156,013		156,013	1
Electric operating expenses			0	2
Gas operating expenses			0	3
Heating operating expenses			0	4
Sewer operating expenses	252,167		252,167	5
Merchandising and jobbing			0	6
Other nonutility expenses			0	7
Water utility plant accounts			0	8
Electric utility plant accounts			0	9
Gas utility plant accounts			0	10
Heating utility plant accounts			0	11
Sewer utility plant accounts			0	12
Accum. prov. for depreciation of water plant			0	13
Accum. prov. for depreciation of electric plant			0	14
Accum. prov. for depreciation of gas plant			0	15
Accum. prov. for depreciation of heating plant			0	16
Accum. prov. for depreciation of sewer plant			0	17
Clearing accounts			0	18
All other accounts			0	19
Total Payroll	408,180	0	408,180	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	8,983,999	7,311,897	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	1,682,890	1,553,513	2
Net Utility Plant	7,301,109	5,758,384	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	12,755,766	12,031,769	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	4,374,889	4,229,992	4
Net Nonutility Property	8,380,877	7,801,777	
Investment in Municipality (123)	0	0	5
Other Investments (124)	0	0	6
Special Funds (125)	1,475,236	1,428,471	7
Total Other Property and Investments	9,856,113	9,230,248	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	86,488	59,912	8
Temporary Cash Investments (132)	1,813,329	2,012,383	9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	105,612	97,617	11
Other Accounts Receivable (143)	174,243	161,032	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	5,573	33	14
Materials and Supplies (150)	2,077	2,159	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)	0	9,766	17
Total Current and Accrued Assets	2,187,322	2,342,902	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	10,020	11,772	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	10,020	11,772	
Total Assets and Other Debits	19,354,564	17,343,306	

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)	2,432,646	1,763,321	21
Appropriated Earned Surplus (215)	0		22
Unappropriated Earned Surplus (216)	5,065,062	4,584,133	23
Total Proprietary Capital	7,497,708	6,347,454	
LONG-TERM DEBT			
Bonds (221)	0		24
Advances from Municipality (223)	814,013	861,706	25
Other Long-Term Debt (224)	0	0	26
Total Long-Term Debt	814,013	861,706	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)	59,126	39,753	28
Payables to Municipality (233)	6,149	3,806	29
Customer Deposits (235)	0		30
Taxes Accrued (236)	0	0	31
Interest Accrued (237)	3,082	4,317	32
Other Current and Accrued Liabilities (238)	8,053	13,974	33
Total Current and Accrued Liabilities	76,410	61,850	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)	0		35
Other Deferred Credits (253)	28,900	28,900	36
Total Deferred Credits	28,900	28,900	
OPERATING RESERVES			
Property Insurance Reserve (261)			37
Injuries and Damages Reserve (262)			38
Pensions and Benefits Reserve (263)			39
Miscellaneous Operating Reserves (265)			40
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	10,937,533	10,043,396	41
Total Liabilities and Other Credits	19,354,564	17,343,306	

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)	
Plant Accounts:					
Utility Plant in Service (101)	8,809,454	0	0	0	1
Utility Plant Purchased or Sold (102)					2
Utility Plant in Process of Reclassification (103)					3
Utility Plant Leased to Others (104)					4
Property Held for Future Use (105)					5
Completed Construction not Classified (106)					6
Construction Work in Progress (107)	174,545				7
Utility Plant Acquisition Adjustments (108)					8
Other Utility Plant Adjustments (109)					9
Total Utility Plant	8,983,999	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	1,682,890	0	0	0	10
Total Accumulated Provision	1,682,890	0	0	0	
Net Utility Plant	7,301,109	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT

Depreciation Accruals (Credits) during the year:

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	1,553,513				1,553,513	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	151,773				151,773	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	4,020				4,020	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage	9,315				9,315	10
Other credits (specify):						11
					0	12
Total credits	165,108	0	0	0	165,108	13
Debits during year						14
Book cost of plant retired	35,731				35,731	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	35,731	0	0	0	35,731	19
Balance End of Year	1,682,890	0	0	0	1,682,890	20
Composite Depreciation Rate?	No					21
If yes, what is the rate?						22

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	12,015,777	765,863	192,362	12,589,278	1
Other (specify):					
Construction Work In-Progress	15,992	245,417	94,921	166,488	2
Total Nonutility Property (121)	12,031,769	1,011,280	287,283	12,755,766	
Less accum. prov. depr. & amort. (122)	4,229,992	337,259	192,362	4,374,889	3
Net Nonutility Property	7,801,777	674,021	94,921	8,380,877	

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

Particulars (a)	Amount (b)
Balance first of year	0 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 for generation					0	0
Other					0	0
Total Electric Utility					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0
Water utility	2,077	2,159
Sewer utility		0
Gas utility		0
Merchandise		0
Other materials & supplies		0
Total Materials and Supplies	2,077	2,159

**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)				
1997 Advance from Municipality	1,752	428	10,020	1
Total			10,020	
Unamortized premium on debt (251)				
NONE	0	0	0	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	1,763,321	1
Changes during year (explain):		
Water Main Extensions: Manchester Subdvn & Green Bay Rd	520,639	2
Bobolink Ave Lift Station & Forcemain	148,686	3
Balance end of year	<u><u>2,432,646</u></u>	

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)
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NONE

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

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 (223)					
1997 General Obligation Debt	10/01/1997	10/01/2010	4.35%	133,000	1
1997 G.O. Debt	10/01/1997	10/01/2003	4.35%	681,013	2
Total for Account 223				814,013	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Accruals:		
Charged water department expense	165,144	2
Charged electric department expense		3
Charged sewer department expense	14,499	4
Other (explain):		
NONE		5
Total Accruals and other credits	179,643	
Taxes paid during year:		
County, state and local taxes	147,902	6
Social Security taxes	30,739	7
PSC Remainder Assessment	1,002	8
Other (explain):		
None		9
Total payments and other debits	179,643	
Balance end of year	0	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
 2. Report Customer Deposits under Account 231.

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)					
NONE	0			0	1
Subtotal	0	0	0	0	
Advances from Municipality (223)					
1997 General Obligation Debt	3,585	36,651	37,639	2,597	2
1997 G.O. Debt	732	7,440	7,687	485	3
Subtotal	4,317	44,091	45,326	3,082	
Other Long-Term Debt (224)					
NONE	0			0	4
Subtotal	0	0	0	0	
Notes Payable (231)					
NONE	0			0	5
Subtotal	0	0	0	0	
Total	4,317	44,091	45,326	3,082	

CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	3,794,113	0	0	6,249,283	0	10,043,396	1
Add credits during year:							
For Services	150,066					150,066	2
For Mains	539,916			97,731		637,647	3
Other (specify):							
For Hydrants	47,651					47,651	4
For Interceptors				101,208		101,208	5
ERC's				136,930		136,930	6
Deduct charges (specify):							
Grant Amortization				179,365		179,365	7
Balance End of Year	4,531,746	0	0	6,405,787	0	10,937,533	
Amount of federal and state grants in aid received for utility construction included in End of Year totals				1,724,888		1,724,888	8

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

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):		
None		2
Total (Acct. 124):	0	
Special Funds (125):		
DNR Equipment Replacement Fund	544,634	3
Projects Construction Account	593,061	4
Capital Projects Debt Payment Allocation	2,980	5
Water/Sewer Replacement Allocation	334,561	6
Total (Acct. 125):	1,475,236	
Notes Receivable (141):		
None		7
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	105,612	8
Electric		9
Sewer (Regulated)		10
Other (specify):		
NONE		11
Total (Acct. 142):	105,612	
Other Accounts Receivable (143):		
Sewer (Non-regulated)	167,414	12
Merchandising, jobbing and contract work		13
Other (specify):		
December Unpaid Invoices	6,829	14
Total (Acct. 143):	174,243	
Receivables from Municipality (145):		
Interceptor connection Fees	5,573	15
Total (Acct. 145):	5,573	
Prepayments (165):		
None		16
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
None		17
Total (Acct. 182):	0	

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

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)	
Other Deferred Debits (183):		
None		18
Total (Acct. 183):	0	
Payables to Municipality (233):		
Miscellaneous December Invoices	6,149	19
Total (Acct. 233):	6,149	
Other Deferred Credits (253):		
Deferred Revenue	13,200	20
Accrued Compensated Absences	15,700	21
Total (Acct. 253):	28,900	

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 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	8,055,091	0	0	0	8,055,091	1
Materials and Supplies	2,118	0	0	0	2,118	2
Other (specify):						
NONE					0	3
Less Average:						
Reserve for Depreciation	1,618,201	0	0	0	1,618,201	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	4,162,929	0	0	0	4,162,929	6
Other (specify):						
NONE					0	7
Average Net Rate Base	2,276,079	0	0	0	2,276,079	
Net Operating Income	171,168	0	0	0	171,168	8
Net Operating Income as a percent of Average Net Rate Base						
	7.52%	N/A	N/A	N/A	7.52%	

RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.
2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
Average Proprietary Capital		
Capital Paid in by Municipality	2,097,983	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	4,824,597	3
Other (Specify):		
NONE		4
Total Average Proprietary Capital	6,922,580	
Net Income		
Net Income	480,929	5
Percent Return on Proprietary Capital	6.95%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

Water tower site: a 0.5 acre Town of Cedarburg site was acquired and annexed to the Village of Grafton for construction of a new water tower.

2. Leaseholder changes.

3. Extensions of service.

Water Main and service were extended southeast to Town of Grafton property owners along Green Bay Rd. and in Manchester Subdivision as part of an EPA 'consent order' agreement and relative to a contaminated groundwater incident. "Agreement" did not include annexation.

Water Main and service were extended northwest to Town of Grafton property owners in the Edgewood Subdivision as part of an agreement with the Town of Grafton and EPA and relative to a contaminated groundwater incident. "Agreement" did not include annexation.

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.

FINANCIAL SECTION FOOTNOTES

Identification and Ownership (Page iv)

May 3, 1999

Mr. Thomas J. Krueger, Utility Director
Grafton Water & Wastewater Commission
1900 9th Avenue
PO Box 144
Grafton WI 53024-0144

1998 Analytical Review DWCCA-2300-PJL

Dear Mr. Krueger:

The Public Service Commission has completed their analytical review of your 1998 annual report. The primary purpose of our analytical review is to detect possible accounting related errors and to identify significant fluctuations from prior year's data, which are not sufficiently explained in the footnotes of your annual report. Our review did not identify any such issues. We are closing the review of your 1998 annual report.

Thank you for your efforts in preparing your 1998 annual report. If you have any questions, please feel free to contact me at (608) 267-9198.

Sincerely,

Peter J. Leege
Financial Specialist
Division of Water, Compliance, and Consumer Affairs

PJL:tlk:w:\compl\leege\no prob CEM.doc

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	833,010	1
Total Sales of Water	833,010	
Other Operating Revenues		
Forfeited Discounts (470)	2,565	2
Miscellaneous Service Revenues (471)	70	3
Rents from Water Property (472)	14,400	4
Interdepartmental Rents (473)	0	5
Other Water Revenues (474)	6,638	6
Amortization of Construction Grants (475)	0	7
Total Other Operating Revenues	23,673	
Total Operating Revenues	856,683	
Operation and Maintenance Expenses		
Source of Supply Expenses (600-605)	8,142	8
Pumping Expenses (620-625)	83,325	9
Water Treatment Expenses (630-635)	31,714	10
Transmission and Distribution Expenses (640-655)	79,615	11
Customer Accounts Expenses (901-904)	30,539	12
Sales Expenses (910)	0	13
Administrative and General Expenses (920-935)	135,263	14
Total Operation and Maintenance Expenses	368,598	
Other Operating Expenses		
Depreciation Expense (403)	151,773	15
Amortization Expense (404-407)		16
Taxes (408)	165,144	17
Total Other Operating Expenses	316,917	
Total Operating Expenses	685,515	
NET OPERATING INCOME	171,168	

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. Bulk sales should be account 460.

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				1
Commercial				2
Industrial				3
Total Unmetered Sales to General Customers (460)	0	0	0	
Metered Sales to General Customers (461)				
Residential	3,201	231,147	426,810	4
Commercial	193	52,732	82,824	5
Industrial	66	104,004	102,061	6
Total Metered Sales to General Customers (461)	3,460	387,883	611,695	
Private Fire Protection Service (462)	41		13,542	7
Public Fire Protection Service (463)	1		187,733	8
Other Sales to Public Authorities (464)	20	16,143	20,040	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
 Total Sales of Water	 3,522	 404,026	 833,010	

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

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)	187,733	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)	187,733	
Forfeited Discounts (470):		
Customer late payment charges	2,565	5
Other (specify):		
None		6
Total Forfeited Discounts (470)	2,565	
Miscellaneous Service Revenues (471):		
Sale of miscellaneous items	70	7
Total Miscellaneous Service Revenues (471)	70	
Rents from Water Property (472):		
Antenna lease on water tower (#2)	14,400	8
Total Rents from Water Property (472)	14,400	
Interdepartmental Rents (473):		
None		9
Total Interdepartmental Rents (473)	0	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	3,600	10
Other (specify):		
Reconnections, permits, miscellaneous sales	3,038	11
Total Other Water Revenues (474)	6,638	
Amortization of Construction Grants (475):		
None		12
Total Amortization of Construction Grants (475)	0	

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)	Amount (b)	
SOURCE OF SUPPLY EXPENSES		
Operation Labor (600)	8,142	1
Purchased Water (601)		2
Operation Supplies and Expenses (602)		3
Maintenance of Water Source Plant (605)		4
Total Source of Supply Expenses	8,142	
 PUMPING EXPENSES		
Operation Labor (620)	20,968	5
Fuel for Power Production (621)		6
Fuel or Power Purchased for Pumping (622)	51,879	7
Operation Supplies and Expenses (623)	5,111	8
Maintenance of Pumping Plant (625)	5,367	9
Total Pumping Expenses	83,325	
 WATER TREATMENT EXPENSES		
Operation Labor (630)	10,446	10
Chemicals (631)	12,237	11
Operation Supplies and Expenses (632)	480	12
Maintenance of Water Treatment Plant (635)	8,551	13
Total Water Treatment Expenses	31,714	
 TRANSMISSION AND DISTRIBUTION EXPENSES		
Operation Labor (640)	18,322	14
Operation Supplies and Expenses (641)	9,886	15
Maintenance of Distribution Reservoirs and Standpipes (650)	1,685	16
Maintenance of Mains (651)	23,014	17
Maintenance of Services (652)	15,393	18
Maintenance of Meters (653)	6,245	19
Maintenance of Hydrants (654)	4,965	20
Maintenance of Other Plant (655)	105	21
Total Transmission and Distribution Expenses	79,615	

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)	Amount (b)	
CUSTOMER ACCOUNTS EXPENSES		
Meter Reading Labor (901)	3,936	22
Accounting and Collecting Labor (902)	23,136	23
Supplies and Expenses (903)	3,467	24
Uncollectible Accounts (904)		25
Total Customer Accounts Expenses	30,539	
 SALES EXPENSES		
Sales Expenses (910)		26
Total Sales Expenses	0	
 ADMINISTRATIVE AND GENERAL EXPENSES		
Administrative and General Salaries (920)	56,671	27
Office Supplies and Expenses (921)	3,428	28
Administrative Expenses Transferred--Credit (922)		29
Outside Services Employed (923)	11,359	30
Property Insurance (924)	6,044	31
Injuries and Damages (925)	3,367	32
Employee Pensions and Benefits (926)	39,653	33
Regulatory Commission Expenses (928)	138	34
Miscellaneous General Expenses (930)	3,013	35
Transportation Expenses (933)	5,733	36
Maintenance of General Plant (935)	5,857	37
Total Administrative and General Expenses	135,263	
 Total Operation and Maintenance Expenses	368,598	

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)	Amount (c)	
Property Tax Equivalent		147,252	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		2,100	2
Net property tax equivalent		145,152	
Social Security		18,990	3
PSC Remainder Assessment		1,002	4
Other (specify): NONE			5
Total tax expense		<u>165,144</u>	

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, 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 § 66.069(1)(c). 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)	
County name			Outagamie				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.213500				3
County tax rate	mills		2.473780				4
Local tax rate	mills		7.396270				5
School tax rate	mills		13.264530				6
Voc. school tax rate	mills		2.127650				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		25.475730				10
Less: state credit	mills		2.211280				11
Net tax rate	mills		23.264450				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		7.396270				14
Combined School Tax Rate	mills		15.392180				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		22.788450				17
Total Tax Rate	mills		25.475730				18
Ratio of Local and School Tax to Total	dec.		0.894516				19
Total tax net of state credit	mills		23.264450				20
Net Local and School Tax Rate	mills		20.810424				21
Utility Plant, Jan. 1	\$	7,311,897	7,311,897				22
Materials & Supplies	\$	2,159	2,159				23
Subtotal	\$	7,314,056	7,314,056				24
Less: Plant Outside Limits	\$	0	0				25
Taxable Assets	\$	7,314,056	7,314,056				26
Assessment Ratio	dec.		0.936960				27
Assessed Value	\$	6,852,978	6,852,978				28
Net Local & School Rate	mills		20.810424				29
Tax Equiv. Computed for Current Year	\$	142,613	142,613				30
Tax Equivalent per 1994 PSC Report	\$	147,252					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32 33
Tax equiv. for current year (see note 6)	\$	147,252					34

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications 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 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 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)	
INTANGIBLE PLANT			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	0	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	28,779	215	4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	219,452		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	0		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	248,231	215	
PUMPING PLANT			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	233,508		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	213,360	980	17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	0		20
Total Pumping Plant	446,868	980	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	192,804		22
Water Treatment Equipment (332)	451,324	647	23
Total Water Treatment Plant	644,128	647	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	1,200		24
Structures and Improvements (341)	0		25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	0	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			28,994	4
Structures and Improvements (311)			0	5
Collecting and Impounding Reservoirs (312)			0	6
Lake, River and Other Intakes (313)			0	7
Wells and Springs (314)			219,452	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			0	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	0	248,446	
PUMPING PLANT				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			233,508	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			214,340	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			0	20
Total Pumping Plant	0	0	447,848	
WATER TREATMENT PLANT				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			192,804	22
Water Treatment Equipment (332)			451,971	23
Total Water Treatment Plant	0	0	644,775	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			1,200	24
Structures and Improvements (341)			0	25

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications 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 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 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)	
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)	157,129		26
Transmission and Distribution Mains (343)	4,248,777	1,093,329	27
Fire Mains (344)	0		28
Services (345)	692,830	315,309	29
Meters (346)	203,702	20,243	30
Hydrants (348)	478,476	70,682	31
Other Transmission and Distribution Plant (349)	0		32
Total Transmission and Distribution Plant	5,782,114	1,499,563	
GENERAL PLANT			
Land and Land Rights (389)	0		33
Structures and Improvements (390)	0		34
Office Furniture and Equipment (391)	10,775	6,250	35
Computer Equipment (391.1)	118,385	2,623	36
Transportation Equipment (392)	28,461	29,655	37
Stores Equipment (393)	0		38
Tools, Shop and Garage Equipment (394)	5,756	752	39
Laboratory Equipment (395)	1,978		40
Power Operated Equipment (396)	0		41
Communication Equipment (397)	6,377		42
SCADA Equipment (397.1)	7,655		43
Miscellaneous Equipment (398)	0	3,772	44
Other Tangible Property (399)	0		45
Total General Plant	179,387	43,052	
Total utility plant in service directly assignable	7,300,728	1,544,457	
Common Utility Plant Allocated to Water Department	0		46
Total utility plant in service	7,300,728	1,544,457	

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)			157,129 26
Transmission and Distribution Mains (343)	11,550		5,330,556 27
Fire Mains (344)			0 28
Services (345)			1,008,139 29
Meters (346)	5,666		218,279 30
Hydrants (348)	1,176		547,982 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	18,392	0	7,263,285
GENERAL PLANT			
Land and Land Rights (389)			0 33
Structures and Improvements (390)			0 34
Office Furniture and Equipment (391)			17,025 35
Computer Equipment (391.1)			121,008 36
Transportation Equipment (392)	17,339		40,777 37
Stores Equipment (393)			0 38
Tools, Shop and Garage Equipment (394)			6,508 39
Laboratory Equipment (395)			1,978 40
Power Operated Equipment (396)			0 41
Communication Equipment (397)			6,377 42
SCADA Equipment (397.1)			7,655 43
Miscellaneous Equipment (398)			3,772 44
Other Tangible Property (399)			0 45
Total General Plant	17,339	0	205,100
Total utility plant in service directly assignable	35,731	0	8,809,454
Common Utility Plant Allocated to Water Department			0 46
Total utility plant in service	35,731	0	8,809,454

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

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			36,174	36,174	1
February			34,231	34,231	2
March			37,640	37,640	3
April			36,764	36,764	4
May			41,859	41,859	5
June			43,572	43,572	6
July			54,120	54,120	7
August			44,164	44,164	8
September			47,225	47,225	9
October			38,458	38,458	10
November			37,363	37,363	11
December			39,156	39,156	12
Total for year	0	0	490,726	490,726	
Less: Measured or estimated water used in main flushing and water treatment during year				3,010	13
Less: Other utility use				2,541	14
Other utility use explanation:					15
Well Pre-Lube Water (metered) and Air Stripper Drainline Water					
Water pumped into distribution system				485,175	16
Less: Water sold				404,026	17
Losses and unaccounted for				81,149	18
Percent unaccounted for to the nearest whole percent (%)				17%	19
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					20
Maximum gallons pumped by all methods in any one day during reporting year				2,619	21
Date of maximum: 9/22/1998					22
Cause of maximum:					23
Water Main Break @ 708 7th Avenue					
Minimum gallons pumped by all methods in any one day during reporting year				758	24
Date of minimum: 5/24/1998					25
Total KWH used for pumping for the year				793,294	26
If water is purchased: Vendor Name:					27
Point of Delivery:					28

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
WELL #1 - 915 NORTH STREET	1	545	12	410,400	No	1
WELL #2 - 906 FALLS STREET	2	518	12	479,520	Yes	2
WELL #3 - 1980 WASHINGTON ST.	3	1,100	12	745,920	Yes	3
WELL #4 - 438 9TH AVENUE	4	496	19	783,360	Yes	4
WELL #5 - 1501 1ST AVENUE	5	578	19	842,400	Yes	5
WELL #6 - 215 OAK STREET	6	578	19	1,470,240	Yes	6
WELL #7 - 1473 FALLS ROAD	7	567	15	1,045,440	Yes	7

SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (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	WELL #1	WELL #2	WELL #3	1
Location	915 NORTH STREET	906 FALLS STREET	980 WASHINGTON STREET	2
Purpose	P	P	P	3
Destination	D	D	D	4
Pump Manufacturer	LAYNE	AMERICAN	LAYNE	5
Year Installed	1955	1997	1996	6
Type	VERTICAL TURBINE	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	285	333	518	8
Pump Motor or Standby Engine Mfr	U.S.MOTORS	U.S. MOTOR	GENERAL ELECTRIC	9 10
Year Installed	1955	1972	1996	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	30	40	60	13

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification	WELL #4	WELL #4 BOOSTER	WELL #5	14
Location	438 9TH AVENUE	438 9TH AVENUE	1501 1ST AVENUE	15
Purpose	P	B	P	16
Destination	T	D	T	17
Pump Manufacturer	LAYNE	LAYNE	LAYNE	18
Year Installed	1967	1991	1971	19
Type	VERTICAL TURBINE	CENTRIFUGAL	VERTICAL TURBINE	20
Actual Capacity (gpm)	544	600	585	21
Pump Motor or Standby Engine Mfr	U.S. MOTOR	U.S. MOTOR	GENERAL ELECTRIC	22 23
Year Installed	1967	1991	1971	24
Type	ELECTRIC	ELECTRIC	ELECTRIC	25
Horsepower	75	40	50	26

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	WELL #5 BOOSTER	WELL #6	WELL #7	1
Location	1501 1ST AVENUE	215 OAK STREET	1473 FALLS ROAD	2
Purpose	B	P	P	3
Destination	D	D	D	4
Pump Manufacturer	LAYNE	LAYNE	LAYNE	5
Year Installed	1991	1974	1993	6
Type	CENTRIFUGAL	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	550	1,021	726	8
Pump Motor or Standby Engine Mfr	U.S. MOTOR	GENERAL ELECTRIC	GENERAL ELECTRIC	9 10
Year Installed	1991	1974	1993	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	25	100	75	13

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification				14
Location				15
Purpose				16
Destination				17
Pump Manufacturer				18
Year Installed				19
Type				20
Actual Capacity (gpm)				21
Pump Motor or Standby Engine Mfr				22 23
Year Installed				24
Type				25
Horsepower				26

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. 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.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification number or name	TOWER #1	TOWER #2	WELL #4 RESERVOIR	1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS				2
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	ET	R	3
Year constructed	1960	1968	1991	4
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	CONCRETE	5
Elevation difference in feet (See Headnote 3.)	140	112	0	6
Total capacity in gallons	200,000	300,000	23,000	7
WATER TREATMENT PLANT				8
Disinfection, type of equipment (gas, liquid, powder, other)			LIQUID	9
Points of application (wellhouse, central facilities, booster station, other)			BOOSTER STATION	10
Filters, type (gravity, pressure, other, none)			NONE	11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)			0.8020	12
Is a corrosion control chemical used (yes, no)?			Y	13
Is water fluoridated (yes, no)?			Y	14

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. 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.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	WELL #5 RESERVOIR		1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS			2
Type: R (reservoir), S (standpipe) or ET (elevated tank)	R		3
Year constructed	1991		4
Primary material (earthen, steel, concrete, other)	CONCRETE		5
Elevation difference in feet (See Headnote 3.)	0		6
Total capacity in gallons	23,000		7
WATER TREATMENT PLANT			8
Disinfection, type of equipment (gas, liquid, powder, other)	LIQUID		9
Points of application (wellhouse, central facilities, booster station, other)	BOOSTER STATION		10
Filters, type (gravity, pressure, other, none)	NONE		11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.8060		12
Is a corrosion control chemical used (yes, no)?	Y		13
Is water fluoridated (yes, no)?	Y		14

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.

Number of Feet							
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)
M	D	4.000	2,916				2,916
M	D	6.000	111,695		1,839		109,856
P	D	6.000	3,835	165			4,000
M	D	8.000	60,854				60,854
P	D	8.000	41,718	3,231			44,949
M	D	10.000	8,227				8,227
P	D	10.000	3,184				3,184
M	T	12.000	5,258				5,258
P	T	12.000	25,915	1,831			27,746
M	T	16.000	2,037				2,037
P	T	16.000	335				335
Total Within Municipality			265,974	5,227	1,839	0	269,362
P	D	8.000	0	10,918			10,918
P	T	12.000	0	6,571			6,571
Total Outside of Municipality			0	17,489	0	0	17,489
Total Utility			265,974	22,716	1,839	0	286,851

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	1,006		19		987		1
M	1.000	1,648	21			1,669		2
M	1.250	35				35		3
P	1.250		74			74		4
P	1.500	14	9			23		5
M	1.500	65				65		6
P	2.000	33	8			41		7
M	2.000	41				41		8
M	3.000	1				1		9
M	4.000	22				22		10
P	6.000	32				32		11
M	6.000	6				6		12
P	8.000	1				1		13
M	8.000	3				3		14
P	10.000	1				1		15
Total Utility		2,908	112	19	0	3,001	0	

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.
4. Totals by size in Column (f) should equal same size totals in Column (a).

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	3,273	256	36	(1)	3,492	217	1
1.000	74	16	5	(2)	83	9	2
1.250	17	0	0	0	17	0	3
1.500	51	0	0	(2)	49	2	4
2.000	47	4	2	1	50	4	5
3.000	8	4	1	(1)	10	3	6
4.000	6	0	3	1	4	4	7
6.000	2	0	0	0	2	2	8
Total:	3,478	280	47	(4)	3,707	241	

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	3,284	82	19	4	6	97	3,492	1
1.000	7	39	20	7	0	10	83	2
1.250	0	15	1	0	0	1	17	3
1.500	0	28	12	0	1	8	49	4
2.000	0	29	13	3	0	5	50	5
3.000	0	1	2	4	0	3	10	6
4.000	0	0	2	1	0	1	4	7
6.000	0	0	1	1	0	0	2	8
Total:	3,291	194	70	20	7	125	3,707	

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	10			10	1
Within Municipality	457	14	5		466	2
Total Fire Hydrants	457	24	5	0	476	
Flushing Hydrants						
	0	3			3	3
Total Flushing Hydrants	0	3	0	0	3	

Wis. Admin. Code § 185.87 requires that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Report the number operated during the year

Number of hydrants operated during year: 895
 Number of distribution system valves end of year: 1,233
 Number of distribution valves operated during year: 318

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

Line 9 - A significant decrease occurred in Acct 625 as compared to both 1997 and 1996 because no major well rehab was performed during 1998.

Line 11 - A large increase in Acct 631 occurred in 1998 due to start-up of polyphosphate addition at Well #4.

Line 14 - A large increase in Operation Labor (Acct 640) is due to operators now charging hydrant flushing labor to Acct 640 rather than Acct 654.

Line 17 - A large decrease in Acct 651 (Maintenance of Mains) occurred due to a decrease in main breaks from 10 in 1997 to 6 in 1998.

Line 23 - A large increase in Acct 902 (Acct'ng/Collecting Labor) occurred in 1998 due to the full year addition of a part-time Asst. Utility Clerk position.

Line 30- A significant decrease in Acct 923 (Outside Services) occurred in 1998 and reflects a return to typical from the unusually high expenses incurred in 1997.

Water Utility Plant in Service (Page W-08)

Transmission & Distribution Plant additions (Accts 343-348) are related to water system improvements installed and including:

1. Manchester Subd./Green Bay Rd extensions
2. Edgewood Subdivision extension
3. Washington St water main replacement
4. Arrowhead Apts - Phase 2 extension
5. Westview Meadows Phase 3 extension
6. East Ridge #7 - Phase 1 extension

Office Furniture (Acct 391) 'plant added' is 1/2 cost of office furnishings for remodeled Utility Clerk office area.

Transportation Equipment (Acct 392) additions include 1/2 cost of replacing two Utility pick-up trucks and 1/2 cost of adding a safety equipment van.

Miscellaneous Equipment (Acct 398) addition is cost of Valvemaster valve exercising unit.

WATER OPERATING SECTION FOOTNOTES

Water Mains (Page W-15)

Line 3 - Westview Meadows Phase 3 WM addition: "Contribution by Developer".

Line 5 - Washington St WM replacement (466'-8") is "Paid for by Utility". Balance of WM additions (2765'-8") is "Contribution by Developer" and relative to Arrowhead Apts, Westview Meadows Ph 3, & Eastridge #7-Ph 1.

Line 9 - Washington St WM replacement: "Paid for by Utility".

Line 12- Manchester/Green Bay Rd WM extension (7558'-8") to Town of Grafton is "Contribution by Municipality"; Edgewood Subdivision WM extension (3360'-8") to Town of Grafton is "Contribution by Township".

Line 13- Edgewood Subdivision WM extension (6571'-12") to Town of Grafton is "Contribution by Township" for the 8" equivalent cost; Utility to pay for 12" oversizing cost and an "options differential cost" per a Village/Township agreement.

Water Services (Page W-16)

Line 2 - A total of 21-1" services (Westview Meadows Phase 3) are "Contribution by Developer".

Line 4 - Re: 1.25" services, 55 were "Contribution by Municipality and by Township"; 19 services were replacements (Washington St) "Paid by Utility".

Line 5 - Re: 1.5" services, 8 (Eastridge #7) were "Contribution by Developer"; 1 service (Manchester Subd) was "Contribution by Municipality".

Line 7 - Re: 2" services, 7 (Arrowhead Apts) were "Contribution by Developer"; 1 service (Green Bay Rd/Grafton Dells) was "Contribution by Municipality".

Meters (Page W-17)

Lines 1,2 & 4 - These are miscellaneous adjustments needed to account for errors probably due to replacement meters activity.

Lines 5 & 6 - A record correction was necessary to properly account for a 2" public authority credit meter (Grafton Municipal pool) that had been listed as a 3" credit meter.

Line 7 - The GHS football field 4"meter was not listed as a 'public authority' /'water only' meter in 1997. This adjustment enters it into the Utility's classified meter count.

Hydrants and Distribution System Valves (Page W-18)

System Valves have been operated on a 'Village Quadrant' basis. In 1998, all valves in Quadrant #1 were operated. Valves in Quadrants #2 & #3 will be operated in 1999. The valve count in each quadrant is not necessarily equivalent. Utility will pay closer attention to adherence with operating rules per PSC 185.87 (ie. operate approximately 50% of valves each year).
