



3014 (02-09-04)

ANNUAL REPORT

OF

Name: VILLAGE OF PORT EDWARDS WATER UTILITY

Principal Office: 201 MARKET AVENUE
P.O. BOX 10
PORT EDWARDS, WI 54469

For the Year Ended: DECEMBER 31, 1999

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: VILLAGE OF PORT EDWARDS WATER UTILITY

Utility Address: 201 MARKET AVENUE
P.O. BOX 10
PORT EDWARDS, WI 54469

When was utility organized? 1/1/1948

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: MR JOSEPH M. TERRY

Title: MANAGER

Office Address:

201 MARKET STREET
PORT EDWARDS, WI 54469

Telephone: (715) 887 - 3511

Fax Number: (715) 887 - 3512

E-mail Address: VPEJMT @ WCTC.NET

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

Name: JEFFREY COHEN CPA

Title: OWNER

Office Address: COHEN & ASSOCIATES, LLC

P.O. BOX 130
PLOVER, WI 54467

Telephone: (715) 344 - 9400

Fax Number: (715) 344 - 9791

E-mail Address: cohen@coredcs.com

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

Name: JOSEPH TERRY

Title: MANAGER

Office Address:

201 MARKET AVE
PORT EDWARDS, WI 54469

Telephone: (715) 887 - 3511

Fax Number: (715) 887 - 3512

E-mail Address:

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

IDENTIFICATION AND OWNERSHIP

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

Name: JEFFREY COHEN CPA

Title: OWNER

Office Address: COHEN & ASSOCIATES, LLC
P.O. BOX 130
PLOVER, WI 54467

Telephone: (715) 344 - 9400

Fax Number: (715) 344 - 9791

E-mail Address: cohen@coredcs.com

Date of most recent audit report: 4/29/1999

Period covered by most recent audit: DECEMBER 31, 1998

Names and titles of utility management including manager or superintendent:

Name: JOSEPH M. TERRY

Title: MANAGER

Office Address:
201 MARKET AVENUE
PORT EDWARDS, WI 54469

Telephone: (715) 887 - 3511

Fax Number: (715) 887 - 3512

E-mail Address: vpejmt@wctc.net

Name of utility commission/committee: VILLAGE BOARD

Names of members of utility commission/committee:

- MR GARY ALLWORDEN
- MR ROBERT BASSUENER
- MR J. MARSHALL BUEHLER
- MR WILLIAM KARBERG
- MS SALLLY KISSNER
- MR STEPHEN TURNER

Is sewer service rendered by the utility? NO

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? NO

Date of Ordinance:

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

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

IDENTIFICATION AND OWNERSHIP

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)	264,495	282,462	1
Operating Expenses:			
Operation and Maintenance Expense (401-402)	117,166	96,163	2
Depreciation Expense (403)	42,261	38,781	3
Amortization Expense (404-407)	0	0	4
Taxes (408)	49,570	48,647	5
Total Operating Expenses	208,997	183,591	
Net Operating Income	55,498	98,871	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	55,498	98,871	
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)	1,361	2,135	10
Miscellaneous Nonoperating Income (421)	0	0	11
Total Other Income	1,361	2,135	
Total Income	56,859	101,006	
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	56,859	101,006	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	0	0	14
Amortization of Debt Discount and Expense (428)		0	15
Amortization of Premium on Debt--Cr. (429)		0	16
Interest on Debt to Municipality (430)	13,026	16,821	17
Other Interest Expense (431)	0	0	18
Interest Charged to Construction--Cr. (432)		0	19
Total Interest Charges	13,026	16,821	
Net Income	43,833	84,185	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	(126,470)	(166,444)	20
Balance Transferred from Income (433)	43,833	84,185	21
Miscellaneous Credits to Surplus (434)	0	5,789	22
Miscellaneous Debits to Surplus--Debit (435)	61,182	0	23
Appropriations of Surplus--Debit (436)	0	0	24
Appropriations of Income to Municipal Funds--Debit (439)	0	50,000	25
Total Unappropriated Earned Surplus End of Year (216)	(143,819)	(126,470)	

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	1,361	5
Total (Acct. 419):	1,361	
Miscellaneous Nonoperating Income (421):		
NONE		6
Total (Acct. 421):	0	
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):		
REIMBURSE VILLAGE - PRIOR YEAR	50,000	10
PRIOR YEAR ADJUSTMENT - DEPRECIATION	11,182	11
Total (Acct. 435)--Debit:	61,182	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		12
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		13
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):					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	264,495	0	0	0	264,495	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:						
.					0	6
Revenues subject to Wisconsin Remainder Assessment	264,495	0	0	0	264,495	

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	43,215		43,215	1
Electric operating expenses			0	2
Gas operating expenses			0	3
Heating operating expenses			0	4
Sewer operating expenses			0	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	43,215	0	43,215	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	2,296,198	2,261,633	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	646,338	589,044	2
Net Utility Plant	1,649,860	1,672,589	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0	0	5
Other Investments (124)	0	0	6
Special Funds (125)	0	0	7
Total Other Property and Investments	0	0	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	74,742	46,905	8
Temporary Cash Investments (132)			9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	56,984	50,249	11
Other Accounts Receivable (143)	0	0	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	172	3,492	14
Materials and Supplies (150)	11,104	12,157	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)			17
Total Current and Accrued Assets	143,002	112,803	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	0	0	
Total Assets and Other Debits	1,792,862	1,785,392	

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)	1,016,627	1,009,716	21
Appropriated Earned Surplus (215)		0	22
Unappropriated Earned Surplus (216)	(143,819)	(126,470)	23
Total Proprietary Capital	872,808	883,246	
LONG-TERM DEBT			
Bonds (221)	0	0	24
Advances from Municipality (223)	235,613	283,780	25
Other Long-Term Debt (224)	0	0	26
Total Long-Term Debt	235,613	283,780	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)		2,743	28
Payables to Municipality (233)	126,301	35,450	29
Customer Deposits (235)			30
Taxes Accrued (236)	0	46,502	31
Interest Accrued (237)	1,079	1,345	32
Other Current and Accrued Liabilities (238)	2,254	3,121	33
Total Current and Accrued Liabilities	129,634	89,161	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)		0	35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
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)	554,807	529,205	41
Total Liabilities and Other Credits	1,792,862	1,785,392	

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)	2,296,198	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)					7
Utility Plant Acquisition Adjustments (108)					8
Other Utility Plant Adjustments (109)					9
Total Utility Plant	2,296,198	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	646,338	0	0	0	10
Total Accumulated Provision	646,338	0	0	0	
Net Utility Plant	1,649,860	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

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	589,044				589,044	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	42,261				42,261	4
Depreciation expense on meters						5
charged to sewer (see Note 3)					0	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage	3,771				3,771	10
Other credits (specify):						11
PRIOR YEAR AUDIT ADJUSTMEN	11,262				11,262	12
Total credits	57,294	0	0	0	57,294	13
Debits during year						14
Book cost of plant retired	0				0	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	0	0	0	0	0	19
Balance End of Year	646,338	0	0	0	646,338	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	0			0	1
Other (specify):					
NONE	0			0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)	0			0	3
Net Nonutility Property	0	0	0	0	

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

Particulars (a)	Amount (b)
Balance first of year	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 1
Other					0	0 2
Total Electric Utility					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0 1
Water utility	11,104	12,157 2
Sewer utility		0 3
Gas utility		0 4
Merchandise		0 5
Other materials & supplies		0 6
Total Materials and Supplies	11,104	12,157

**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)				
NONE				1
Total			<u>0</u>	
Unamortized premium on debt (251)				
NONE				2
Total			<u>0</u>	

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	1,009,716	1
Changes during year (explain):		
MAJOR REPAIRS PAID BY VILLAGE	6,911	2
Balance end of year	<u><u>1,016,627</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)					
M & I MIDSTATE BANK - NOTE PAYABLE	10/14/1998	10/14/2003	4.60%	86,071	1
FIRSTAR - NOTE PAYABLE	12/28/1993	12/14/2003	4.78%	149,542	2
Total for Account 223				235,613	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	46,502	1
Accruals:		
Charged water department expense	49,570	2
Charged electric department expense		3
Charged sewer department expense		4
Other (explain):		
NONE		5
Total Accruals and other credits	49,570	
Taxes paid during year:		
County, state and local taxes	90,578	6
Social Security taxes	3,306	7
PSC Remainder Assessment	337	8
Other (explain):		
PRIOR YEAR AUDIT	1,851	9
Total payments and other debits	96,072	
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)					
ADVANCES FROM MUNIC.	1,345	13,026	13,292	1,079	2
Subtotal	1,345	13,026	13,292	1,079	
Other Long-Term Debt (224)					
NONE	0			0	3
Subtotal	0	0	0	0	
Notes Payable (231)					
NONE	0			0	4
Subtotal	0	0	0	0	
Total	1,345	13,026	13,292	1,079	

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	529,205	0	0	0	0	529,205	1
Add credits during year:							
For Services	6,772					6,772	2
For Mains	15,850					15,850	3
Other (specify):							
HYDRANTS	2,980					2,980	4
Deduct charges (specify):							
NONE						0	5
Balance End of Year	554,807	0	0	0	0	554,807	
Amount of federal and state grants in aid received for utility construction included in End of Year totals						0	6

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):		
NONE		3
Total (Acct. 125):	0	
Notes Receivable (141):		
NONE		4
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	56,984	5
Electric		6
Sewer (Regulated)		7
Other (specify):		
NONE		8
Total (Acct. 142):	56,984	
Other Accounts Receivable (143):		
Sewer (Non-regulated)		9
Merchandising, jobbing and contract work		10
Other (specify):		
NONE		11
Total (Acct. 143):	0	
Receivables from Municipality (145):		
ADDITIONAL HYDRANT RENTAL	172	12
Total (Acct. 145):	172	
Prepayments (165):		
NONE		13
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		14
Total (Acct. 182):	0	
Other Deferred Debits (183):		
NONE		15
Total (Acct. 183):	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)	
Payables to Municipality (233):		
INSURANCE ON 4TH QTR BILLS/ PRINCIPAL ON L/T DEBT	126,301	16
Total (Acct. 233):	126,301	
Other Deferred Credits (253):		
NONE		17
Total (Acct. 253):		0

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	2,278,915	0	0	0	2,278,915	1
Materials and Supplies	11,630	0	0	0	11,630	2
Other (specify):					0	3
Less Average:						
Reserve for Depreciation	617,691	0	0	0	617,691	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	542,006	0	0	0	542,006	6
Other (specify):					0	7
Average Net Rate Base	1,130,848	0	0	0	1,130,848	
Net Operating Income	55,498	0	0	0	55,498	8
Net Operating Income as a percent of Average Net Rate Base	4.91%	N/A	N/A	N/A	4.91%	

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	1,013,171	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	(135,144)	3
Other (Specify):		4
Total Average Proprietary Capital	878,027	
Net Income		
Net Income	43,833	5
Percent Return on Proprietary Capital	4.99%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

4. Estimated changes in revenues due to rate changes.

5. Obligations incurred or assumed, excluding commercial paper.

6. Formal proceedings with the Public Service Commission.

7. Any additional matters.

FINANCIAL SECTION FOOTNOTES

Identification and Ownership - Contacts (Page iv)

December 18, 2000

Mr. Joseph M. Terry, Manager
Port Edwards Water Utility
201 Market Street
Port Edwards, WI 54469-1347

1999 Analytical Review DWCCA-4770-PJL

Dear Mr. Terry:

The Public Service Commission (Commission) is in the process of completing an analytical review of your utility's 1999 annual report. The purposes of an analytical review are to detect possible reporting or accounting related errors and to identify significant fluctuations from established trends in reported data not sufficiently explained in the annual report. It is our hope that our review will supply information that will enable us to better provide guidance to your utility regarding proper utility accounting and the preparation of future annual reports. In order to complete this review, we request the following information:

During our review of page F-18, we noted that there are contributions in aid of construction reported for both water main and services in column (b), however, the footnotes for both the Mains and Service schedules on pages W-15 and W-16 indicate that the additions were financed by retained earnings. Please explain.

We appreciate your cooperation in providing the above information. These recommendations are intended to provide accounting assistance and should not be construed as criticisms of utility personnel. If you have any questions, please feel free to contact me at (608) 267-9198. Please respond within 30 days of this letter. If it is convenient for you to respond by e-mail, please do so. My e-mail address is leegep@psc.state.wi.us. If we have no questions regarding your response, you can consider the review closed.

Sincerely,

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

PJL:tlm:w:\compl\Analytical Reviews\1999 analytical review letters\4770.doc

cc: Mr. Gary Allworden

THE FOLLOWING EMAIL RECEIVED 12/22/00

1999 Analytical Review - Port Edwards Water Utility

Peter Leege,

The following is in response to the 1999 analytical review memo dated December 18, 2000:

FINANCIAL SECTION FOOTNOTES

The schedule notes for the Water Services and Mains schedules are incorrect. They were not financed by Retained Earnings as stated. The mains and services were financed by contributions in aid of construction in the form of special assessments.

Please contact me if you have any further questions.

Jon Trautman
Cohen & Associates
715-344-9400
cohen@coredcs.com

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	263,640	1
Total Sales of Water	263,640	
Other Operating Revenues		
Forfeited Discounts (470)	294	2
Miscellaneous Service Revenues (471)	561	3
Rents from Water Property (472)	0	4
Interdepartmental Rents (473)	0	5
Other Water Revenues (474)	0	6
Amortization of Construction Grants (475)	0	7
Total Other Operating Revenues	855	
Total Operating Revenues	264,495	
Operation and Maintenance Expenses		
Source of Supply Expenses (600-605)	1,320	8
Pumping Expenses (620-625)	45,027	9
Water Treatment Expenses (630-635)	30,352	10
Transmission and Distribution Expenses (640-655)	9,031	11
Customer Accounts Expenses (901-904)	7,275	12
Sales Expenses (910)	0	13
Administrative and General Expenses (920-935)	24,161	14
Total Operation and Maintenance Expenses	117,166	
Other Operating Expenses		
Depreciation Expense (403)	42,261	15
Amortization Expense (404-407)		16
Taxes (408)	49,570	17
Total Other Operating Expenses	91,831	
Total Operating Expenses	208,997	
NET OPERATING INCOME	55,498	

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	655	39,776	64,964	4
Commercial	33	17,925	22,366	5
Industrial	2	110,713	77,666	6
Total Metered Sales to General Customers (461)	690	168,414	164,996	
Private Fire Protection Service (462)	1		1,052	7
Public Fire Protection Service (463)	1		90,870	8
Other Sales to Public Authorities (464)	30	3,504	6,722	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
Total Sales of Water	722	171,918	263,640	

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	NONE		1
Total		<u>0</u>	<u>0</u>

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)	90,870	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)	90,870	
Forfeited Discounts (470):		
Customer late payment charges	294	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	294	
Miscellaneous Service Revenues (471):		
MISCELLANEOUS CHARGES	561	7
Total Miscellaneous Service Revenues (471)	561	
Rents from Water Property (472):		
NONE		8
Total Rents from Water Property (472)	0	
Interdepartmental Rents (473):		
NONE		9
Total Interdepartmental Rents (473)	0	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department		10
Other (specify):		
NONE		11
Total Other Water Revenues (474)	0	
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)	502	1
Purchased Water (601)		2
Operation Supplies and Expenses (602)		3
Maintenance of Water Source Plant (605)	818	4
Total Source of Supply Expenses	1,320	
 PUMPING EXPENSES		
Operation Labor (620)	17,624	5
Fuel for Power Production (621)		6
Fuel or Power Purchased for Pumping (622)	15,074	7
Operation Supplies and Expenses (623)	2,252	8
Maintenance of Pumping Plant (625)	10,077	9
Total Pumping Expenses	45,027	
 WATER TREATMENT EXPENSES		
Operation Labor (630)	13,214	10
Chemicals (631)	12,623	11
Operation Supplies and Expenses (632)	4,515	12
Maintenance of Water Treatment Plant (635)		13
Total Water Treatment Expenses	30,352	
 TRANSMISSION AND DISTRIBUTION EXPENSES		
Operation Labor (640)	5,316	14
Operation Supplies and Expenses (641)		15
Maintenance of Distribution Reservoirs and Standpipes (650)	40	16
Maintenance of Mains (651)	714	17
Maintenance of Services (652)	2,115	18
Maintenance of Meters (653)	766	19
Maintenance of Hydrants (654)	80	20
Maintenance of Other Plant (655)		21
Total Transmission and Distribution Expenses	9,031	

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)	1,200	22
Accounting and Collecting Labor (902)	2,949	23
Supplies and Expenses (903)	3,126	24
Uncollectible Accounts (904)		25
Total Customer Accounts Expenses	7,275	
 SALES EXPENSES		
Sales Expenses (910)		26
Total Sales Expenses	0	
 ADMINISTRATIVE AND GENERAL EXPENSES		
Administrative and General Salaries (920)	3,317	27
Office Supplies and Expenses (921)	960	28
Administrative Expenses Transferred--Credit (922)		29
Outside Services Employed (923)	410	30
Property Insurance (924)	3,600	31
Injuries and Damages (925)		32
Employee Pensions and Benefits (926)	13,890	33
Regulatory Commission Expenses (928)		34
Miscellaneous General Expenses (930)		35
Transportation Expenses (933)	1,984	36
Maintenance of General Plant (935)		37
Total Administrative and General Expenses	24,161	
 Total Operation and Maintenance Expenses	 117,166	

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		45,927	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department			2
Net property tax equivalent		45,927	
Social Security		3,306	3
PSC Remainder Assessment		337	4
Other (specify): NONE			5
Total tax expense		<u>49,570</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			Wood				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.215985				3
County tax rate	mills		6.538459				4
Local tax rate	mills		12.601208				5
School tax rate	mills		14.702585				6
Voc. school tax rate	mills		1.726884				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		35.785121				10
Less: state credit	mills		2.652907				11
Net tax rate	mills		33.132214				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		12.601208				14
Combined School Tax Rate	mills		16.429469				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		29.030677				17
Total Tax Rate	mills		35.785121				18
Ratio of Local and School Tax to Total	dec.		0.811250				19
Total tax net of state credit	mills		33.132214				20
Net Local and School Tax Rate	mills		26.878506				21
Utility Plant, Jan. 1	\$	2,261,633	2,261,633				22
Materials & Supplies	\$	12,157	12,157				23
Subtotal	\$	2,273,790	2,273,790				24
Less: Plant Outside Limits	\$	428,534	428,534				25
Taxable Assets	\$	1,845,256	1,845,256				26
Assessment Ratio	dec.		0.925991				27
Assessed Value	\$	1,708,690	1,708,690				28
Net Local & School Rate	mills		26.878506				29
Tax Equiv. Computed for Current Year	\$	45,927	45,927				30
Tax Equivalent per 1994 PSC Report	\$	44,148					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
Tax equiv. for current year (see note 6)	\$	45,927					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)	72		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	72	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	0		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)	257,570		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	25,670		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	283,240	0	
PUMPING PLANT			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	52,591		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	61,223		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	4,112		20
Total Pumping Plant	117,926	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	32,610		21
Structures and Improvements (331)	95,180		22
Water Treatment Equipment (332)	236,988		23
Total Water Treatment Plant	364,778	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	100		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)			72	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	72	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			0	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)		(226)	257,344	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)		1,876	27,546	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	1,650	284,890	
PUMPING PLANT				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			52,591	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			61,223	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			4,112	20
Total Pumping Plant	0	0	117,926	
WATER TREATMENT PLANT				
Land and Land Rights (330)			32,610	21
Structures and Improvements (331)		8,651	103,831	22
Water Treatment Equipment (332)		(8,651)	228,337	23
Total Water Treatment Plant	0	0	364,778	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			100	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)	180,367		26
Transmission and Distribution Mains (343)	1,011,806	20,623	27
Fire Mains (344)	0		28
Services (345)	140,469	7,984	29
Meters (346)	38,272		30
Hydrants (348)	76,975	3,480	31
Other Transmission and Distribution Plant (349)	0		32
Total Transmission and Distribution Plant	1,447,989	32,087	
GENERAL PLANT			
Land and Land Rights (389)	0		33
Structures and Improvements (390)	25,946		34
Office Furniture and Equipment (391)	0		35
Computer Equipment (391.1)	1,902		36
Transportation Equipment (392)	12,254	14,571	37
Stores Equipment (393)	0		38
Tools, Shop and Garage Equipment (394)	7,526		39
Laboratory Equipment (395)	0		40
Power Operated Equipment (396)	0		41
Communication Equipment (397)	0		42
SCADA Equipment (397.1)	0		43
Miscellaneous Equipment (398)	0		44
Other Tangible Property (399)	0		45
Total General Plant	47,628	14,571	
Total utility plant in service directly assignable	2,261,633	46,658	
Common Utility Plant Allocated to Water Department	0		46
Total utility plant in service	2,261,633	46,658	

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)			180,367 26
Transmission and Distribution Mains (343)		(1,489)	1,030,940 27
Fire Mains (344)			0 28
Services (345)			148,453 29
Meters (346)			38,272 30
Hydrants (348)			80,455 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	0	(1,489)	1,478,587
GENERAL PLANT			
Land and Land Rights (389)			0 33
Structures and Improvements (390)			25,946 34
Office Furniture and Equipment (391)			0 35
Computer Equipment (391.1)			1,902 36
Transportation Equipment (392)		(12,254)	14,571 37
Stores Equipment (393)			0 38
Tools, Shop and Garage Equipment (394)			7,526 39
Laboratory Equipment (395)			0 40
Power Operated Equipment (396)			0 41
Communication Equipment (397)			0 42
SCADA Equipment (397.1)			0 43
Miscellaneous Equipment (398)			0 44
Other Tangible Property (399)			0 45
Total General Plant	0	(12,254)	49,945
Total utility plant in service directly assignable	0	(12,093)	2,296,198
Common Utility Plant Allocated to Water Department			0 46
Total utility plant in service	0	(12,093)	2,296,198

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			14,989	14,989	1
February			13,480	13,480	2
March			14,853	14,853	3
April			14,326	14,326	4
May			16,808	16,808	5
June			17,420	17,420	6
July			17,015	17,015	7
August			17,437	17,437	8
September			16,610	16,610	9
October			15,981	15,981	10
November			14,830	14,830	11
December			15,475	15,475	12
Total for year	0	0	189,224	189,224	
Less: Measured or estimated water used in main flushing and water treatment during year				1,098	13
Less: Other utility use				121	14
Other utility use explanation: BREAKS IN MAINS					15
Water pumped into distribution system				188,005	16
Less: Water sold				171,918	17
Losses and unaccounted for				16,087	18
Percent unaccounted for to the nearest whole percent (%)				9%	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				765	21
Date of maximum: 6/10/1999					22
Cause of maximum: UNKNOWN, PROBABLY SPRINKLING					23
Minimum gallons pumped by all methods in any one day during reporting year				316	24
Date of minimum: 7/28/1999					25
Total KWH used for pumping for the year				222,138	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)	
PORT EDWARDS	# 2	38	60	350,000	Yes	1
PORT EDWARDS	# 3	42	42	450,000	Yes	2
PORT EDWARDS	# 4	43	42	450,000	Yes	3
PORT EDWARDS	# 5	56	42	450,000	Yes	4

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 # 2	WELL # 3	WELL # 4	1
Location	PORT EDWARDS	PORT EDWARDS	PORT EDWARDS	2
Purpose	S	P	P	3
Destination	D	D	D	4
Pump Manufacturer	LAYNE	POMONA	PEERLESS	5
Year Installed	1975	1980	1982	6
Type	VERTICAL TURBINE	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	225	290	310	8
Pump Motor or Standby Engine Mfr	GENERAL ELECTRIC	U.S.	U.S.	10
Year Installed	1975	1995	1983	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	25	25	20	13

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification	WELL # 5			14
Location	PORT EDWARDS			15
Purpose	P			16
Destination	D			17
Pump Manufacturer	LAYNE			18
Year Installed	1993			19
Type	VERTICAL TURBINE			20
Actual Capacity (gpm)	300			21
Pump Motor or Standby Engine Mfr	U.S.			23
Year Installed	1993			24
Type	ELECTRIC			25
Horsepower	20			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	2ND STREET	VER BUNKER	1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS			2
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	ET	3
Year constructed	1945	1970	4
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	5
Elevation difference in feet (See Headnote 3.)	119	119	6
Total capacity in gallons	60,000	500,000	7
WATER TREATMENT PLANT			8
Disinfection, type of equipment (gas, liquid, powder, other)	OTHER	OTHER	9
Points of application (wellhouse, central facilities, booster station, other)	WELLHOUSE	WELLHOUSE	10
Filters, type (gravity, pressure, other, none)	NONE	NONE	11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.0000	0.0000	12
Is a corrosion control chemical used (yes, no)?	Y	Y	13
Is water fluoridated (yes, no)?	Y	N	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	2.000	3,570	0	0	0	3,570	1
M	D	3.000	1,000	0	0	0	1,000	2
M	D	4.000	10,505	0	0	0	10,505	3
M	D	6.000	40,296	287	0	0	40,583	4
M	D	8.000	12,196	659	0	0	12,855	5
M	D	10.000	19,492	0	0	0	19,492	6
M	D	12.000	4,754	0	0	0	4,754	7
Total Within Municipality			91,813	946	0	0	92,759	
M	T	6.000	850	0	0	0	850	8
M	T	8.000	779	0	0	0	779	9
M	T	10.000	8,446	0	0	0	8,446	10
Total Outside of Municipality			10,075	0	0	0	10,075	
Total Utility			101,888	946	0	0	102,834	

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	714	11	0	0	725	61	1
M	1.000	32	1	0	0	33		2
M	1.250	1	0	0	0	1		3
M	1.500	6	0	0	0	6		4
M	2.000	9	0	0	0	9		5
M	3.000	1	0	0	0	1		6
M	4.000	9	0	0	0	9		7
Total Utility		772	12	0	0	784	61	

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	673	0	0	0	673	0	1
0.750	18	0	0	0	18	0	2
1.000	23	0	0	0	23	0	3
1.500	9	0	0	0	9	0	4
2.000	10	0	0	0	10	1	5
3.000	2	0	0	0	2	0	6
4.000	4	0	0	0	4	0	7
Total:	739	0	0	0	739	1	

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	622	14	0	1	0	36	673	1
0.750	15	0	0	1	0	2	18	2
1.000	10	7	0	2	0	4	23	3
1.500	1	5	0	1	0	2	9	4
2.000	0	7	0	3	0	0	10	5
3.000	0	1	1	0	0	0	2	6
4.000	0	1	2	1	0	0	4	7
Total:	648	35	3	9	0	44	739	

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	4				4	1
Within Municipality	130	3			133	2
Total Fire Hydrants	134	3	0	0	137	
Flushing Hydrants						
	0				0	3
Total Flushing Hydrants	0	0	0	0	0	

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:	274
Number of distribution system valves end of year:	426
Number of distribution valves operated during year:	90

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

INCREASE IN MAINTENANCE OF PUMPING PLANT (625) DUE TO MAJOR REPAIR TO PUMP HOUSE WHICH WAS SINKING INTO THE GROUND.

INCREASE IN EMPLOYEE PENSIONS AND BENEFITS (926) DUE TO NEW HEALTH INSURANCE TAKEN OUT IN 1999.

Water Utility Plant in Service (Page W-08)

AMOUNTS IN COLUMN 'F' ARE PRIOR YEAR ADJUSTMENTS CORRECTING BALANCE 12/31/99

Water Mains (Page W-15)

ADDITIONS WERE FINANCED BY RETAINED EARNINGS.

(per response to review letter, additions were actually financed through special assessments)

Water Services (Page W-16)

ADDITIONS TO SERVICES WERE FINANCED BY RETAINED EARNINGS.

(per response to review letter, additions were actually financed through special assessments)

Hydrants and Distribution System Valves (Page W-18)

IT IS THE INTENT OF MANAGEMENT TO OPERATE FIFTY PERCENT OF THE DISTRIBUTION SYSTEM VALVES AND THE HYDRANTS WITHIN A TWO YEAR PERIOD.
