



PLEASE TAKE NOTICE that there will be a City of Lodi Public Works & Utilities Committee meeting held on Tuesday, January 5, 2021 at 6:00 pm in the Council Room, City Hall, 130 South Main Street, Lodi, WI.

In-person attendance is limited due to social distancing protocols and masks are encouraged. Virtual attendees interested in speaking must register on the City's website 24 hours prior to the meeting start time.

Virtual Meeting Access:

<https://zoom.us/j/93883286751?pwd=NHd5UnhHWWp5NEg4cTE1ajZyazdEQT09>

Meeting ID: 938 8328 6751 **Password:** 887258

Dial By Phone: 1-312-626-6799 (Wisconsin); 888-475-4499 (Toll-Free)

Public Works & Utilities Committee Agenda

1. Call to Order
2. Virtual Etiquette Announcement
 - Identify number of public input registrations
 - Identify Alders or staff attending remote (stay muted when NOT speaking)
 - If virtual, ask to be recognized in the chat box (no side conversations)
 - Identify yourself prior to speaking
 - Address questions to meeting Chair

3. Public Input

Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Committee's role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Committee is unable to take action at this meeting.

4. Approval of Minutes from November 4, 2020

Documents:

[11-04-2020 Public Works Utilities Meeting Minutes.pdf](#)

5. Financials
Financials

Documents:

[11 Nov 2020 Electric Balance Sheet.pdf](#)
[11 Nov 2020 Electric Income Stmt.pdf](#)
[11 Nov 2020 PW Projects Balance Sheet.pdf](#)
[11 Nov 2020 PW Projects Income Stmt.pdf](#)
[11 Nov 2020 Sewer Balance Sheet.pdf](#)
[11 Nov 2020 Sewer Income Stmt.pdf](#)
[11 Nov 2020 Solid Waste Balance Sheet.pdf](#)
[11 Nov 2020 Solid Waste.pdf](#)
[11 Nov 2020 Water Balance Sheet.pdf](#)
[11 Nov 2020 Water Income Stmt.pdf](#)

6. Director of Operations Projects Report

7. Next Meeting Date- Tuesday, February 2, 2021, 6 p.m. and Agenda Items

8. Adjourn

Posted: _____

By: _____

Members: Alders Stevenson (Chair), Clemens, Hansen

Please inform the chair if you are unable to attend to ensure a quorum.

Notice is hereby given that a majority of the City of Lodi Common Council may be present at a meeting of the Public Works & Utilities Committee to gather information about subjects over which they have decision making responsibility. This constitutes a meeting of the city council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such; although the City of Lodi Common Council will not take any formal action at this meeting.

City of Lodi Public Works & Utilities Committee Meeting
Minutes of November 4, 2020

1. Call to Order

Chair Stevenson called the meeting to order at 4:02 p.m.

Committee Members Present: Rich Stevenson, Eric Hansen (Virtual), Steve Clemens (Virtual)

Staff Present: Brenda Ayers, Terry Weter

Others: Mayor Groves Lloyd, Andy Zimmer-MSA (Virtual)

2. Virtual Etiquette Announcement. Stevenson reviewed the announcement.

3. Public Input. None.

4. Approve Minutes of September 1, 2020 Meeting

MOTION (Clemens, Hansen) to approve the minutes of the September 1, 2020 meeting. Voice vote: Aye (Stevenson, Hansen, Clemens) Motion carried.

5. Financials. Hansen questioned the expenses for Meter Reading and Admin and General Salaries being 195% and 132% of budget respectively on the Electric Income statement. Weter will look into it.

6. Discussion and Possible Recommendation Regarding TID #3 Drainage Project Options. Zimmer reported that he submitted the project scope and permit to the DOT and railroad. During the review process it was discovered that the DOT and railroad have existing plans to remove the existing sidewalk, install a box culvert and to relocate the stormwater pipe into a crossing 25 feet away. Zimmer noted that the current location of the pipe is permitted and licensed by the railroad. The potential change increases the scope of the project \$100-\$130,000. The railroad is primarily concerned about what happens east of the trestle, not the City's stormwater management plan. Stevenson reported that the City's TID 3 drainage project will be put on hold in order for the City to work with legislators and the upper echelon of DOT to come up with other alternatives and/or a cost sharing agreement.

7. Discussion and Possible Recommendation Regarding City Staff Maintaining the Alley Between 111 and 113 Main St.

The owner of 113 South Main Street submitted a request for the City to plow the alley between 111 and 113 Main Street which connects to the public parking lot. It was noted that the alley is on private property and the City does not have easement rights. Currently, the only downtown alley maintained by the City is the one next to City Hall. It was noted that all businesses on Main Street potentially benefit from the alley due to the connection to the parking lot. The benefit to the businesses might outweigh the City's maintenance costs. Weter noted that the biggest issue is the alley is private property and the City has no legal rights to the property and might not have immunity from liability in the event of an accident in the alley. Weter suggested that the City not maintain the alley this year and work with the insurance company and City Attorney on the feasibility of removing the snow in the winter of 2021-2022.

8. Director of Operations Projects Report. Public Works staff is in leaf collection mode and have gone through the City twice so far. Chipping is done every Monday. Last Thursday and Friday staff worked on preparing snow equipment for winter. The Holiday greens have arrived. Weter met with Grothman regarding changes to the Terrace Vista plat due to single family lots being converted to duplex lots. Gay Street project plans will be complete in December for bidding early next year.

9. Next Meeting Date and Agenda Items

The next regular meeting is Tuesday, December 1, 2020 at 6:00 p.m. at City Hall.

10. Adjourn MOTION (Clemens, Hansen) to adjourn at 4:43 p.m. Motion carried.

Minutes by Brenda Ayers, City Clerk

**Lodi Utilities - Electric Department
Balance Sheet
For the Period Ending 11/30/2020**

	Current Month
Assets	
Cash & Investments	\$1,343,429
Customer Accounts Receivable	48,418
Other Receivables	246,640
Prepays & Unamortized Debt Disc/Prem	(67,679)
Work in Progress	117,172
Inventory	104,552
Pension Accounts	180,434
Land and Buildings	55,663
Station Equipment	1,484,312
Poles and Overhead Conductors	1,447,343
Underground Conduit and Conductors	1,751,521
Line Transformers	1,100,072
Vehicles & Heavy Equipment	366,771
Other Capital Assets	1,597,875
Less: Accumulated Depreciation	(4,270,491)
Total Assets	5,506,032
Liabilities	
Accounts Payable	8,904
Accruals and Deferred Credits	331,734
Bonds and Loans Payable	528,406
Interfund Loans Conversion & PILOT	49,065
Total Liabilities	918,109
Equity	
Capital Paid in by Municipality	648,051
Unappropriated Earned Surplus	565,547
Retained Earnings	3,019,096
YTD Net Income	355,229
Total Equity	4,587,923
Total Liabilities and Equity	5,506,032

**Lodi Utilities - Electric Department
Income Statement
For the Period Ending 11/30/2020**

<u>Account Description</u>	<u>November</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Revenues					
Income from Nonutility Operati	\$32	\$1,683	\$0	(\$1,683)	0%
Interest & Dividend Income	(278)	11,359	11,000	(359)	103%
Misc Nonoperating Income	0	0	1,000	1,000	0%
Residential Sales	103,241	1,352,193	1,465,150	112,957	92%
Small Comm & Industrial Sales	79,121	916,638	1,150,657	234,019	80%
Large Comm & Industrial Sales	39,823	504,492	695,035	190,543	73%
Public Street & Highway Lighti	5,495	58,470	68,197	9,727	86%
Interdepartmental Sales	3,028	33,576	35,000	1,424	96%
Forfeited Discounts	1,151	3,848	4,000	152	96%
Miscellaneous Service Revenues	40	853	1,000	148	85%
Rent from Electric Property	35	17,240	16,000	(1,240)	108%
Other Electric Revenues	51	4,712	500	(4,212)	942%
Total Revenue	231,738	2,905,063	3,447,539	542,476	84%
Expenses					
Depreciation Expense	24,500	269,500	275,000	5,500	98%
Taxes	3,394	6,220	136,000	129,780	5%
Miscellaneous Amortization	0	0	(17,663)	(17,663)	0%
Other Income Deductions	0	662	650	(12)	102%
Interest on Long-Term Debt	0	14,600	15,586	986	94%
Power-Purchased Power	148,959	1,788,403	2,369,675	581,272	75%
Distrib-Supervision & Eng	1,596	21,214	23,355	2,141	91%
Distrib-Station Expense	576	8,388	10,177	1,789	82%
Distrib-Meter	742	6,815	6,384	(431)	107%
Distrib-Maint of Structures	0	0	500	500	0%
Distrib-Maint of Overhead Line	10,848	80,719	90,240	9,521	89%
Distrib-Maint of UG Lines	1,209	29,755	57,815	28,060	51%
Distrib-Maint of Line Transfor	112	1,971	12,390	10,419	16%
Distrib-Maint of St. Lighting/	348	1,567	11,661	10,094	13%
Distrib-Maint of Meters	232	2,089	3,200	1,111	65%
Cust Accts-Meter Reading	540	5,903	2,424	(3,479)	244%
Cust Accts-Records & Collectns	2,036	25,260	55,748	30,488	45%
Cust Accts-Uncollectible Accts	0	(8)	0	8	0%
Admin and General Salaries	3,184	37,677	22,690	(14,987)	166%
Office Supplies & Expenses	842	10,357	12,466	2,109	83%
Outside Services Employed	2,771	20,634	34,756	14,122	59%
Property Insurance	0	18,428	17,446	(982)	106%
Employee Pensions & Benefits	8,010	100,859	107,371	6,512	94%
Regulatory Commission Exp	28	4,219	2,000	(2,219)	211%
Miscellaneous General Expense	3,702	63,422	73,056	9,634	87%
Maintenance of General Plant	1,355	31,179	46,649	15,470	67%
Total Expenses	214,983	2,549,834	3,369,576	819,742	76%
NET INCOME	16,755	355,229	77,963	(277,266)	456%



Lodi - PW Projects
Balance Sheet
For the Period Ending 11/30/2020

Assets

Cash	\$181,799
Receivables:	
Accrued Receivables	
Total Assets	<u>181,799</u>

Liabilities

Advance from Other Funds

Deferred Inflows of Resources

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	309,967
Net Change in Fund Balance	(128,168)
Total Fund Balances (Deficits)	<u>181,799</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>181,799</u>



Public Works Projects 28228
Income Statement
For the Eleven Months Ending 11/30/2020

<u>Account Description</u>	<u>November</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Motor Vehicle Taxes Contingency	\$10,570.00	\$51,597.00	\$60,000.00	\$8,403.00	86%
Total Revenue	10,570.00	51,597.00	60,000.00	8,403.00	86%
EXPENSE					
Hwy & Street Maint & Construct Pond St	1,865.45	147,917.32		(147,917.32)	0%
Hwy & Street Maint & Construct Gay St	6,008.24	31,847.21		(31,847.21)	0%
Total Expense	7,873.69	179,764.53		(179,764.53)	0%
Net Income	2,696.31	(128,167.53)	60,000.00	188,167.53	(214%)

**City of Lodi - Sewer Department
Balance Sheet
For the Period Ending 11/30/2020**

	Current Month
Assets	
Cash & Investments	\$1,654,526
Customer Accounts Receivable	24,730
Constructon Work in Progress	308,728
Boiler Plant Connections	372,245
Engines Intakes/ Accessory Infiltration	1,753,191
Elec Pump Equip/Other Power Equip	1,782,668
Structures & Improvements	1,967,003
Reserves/ Treatments	434,792
Sludge Treatment & Disposal	848,814
Plant Site Piping/Flow Metering	535,596
General Equipment	363,942
Tools, Shop, Gar/Boiler	40,650
Vehicles & Heavy Equipment	205,312
Transport/Plnt Reclass	10,000
Less: Accumulated Depreciation	(5,170,234)
Accruals & Deferred Debits	151,434
Total Assets	5,283,397
Accruals and Deferred Credits	128,604
Bonds and Loans Payable	480,242
Total Liabilities	608,847
Contributed Capital	360,402
Retained Earnings	4,132,560
YTD Net Income	181,588
Total Equity	4,674,550
 Total Liabilities and Equity	 5,283,397

**Lodi Utilities - Sewer Department
Income Statement
For the Period Ending 11/30/2020**

<u>Account Description</u>	<u>November</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Income from Nonutility Operating Contingency	\$63.00	\$546.00	\$0.00	(\$546.00)	0%
Interest & Dividend Income	(761.79)	24,406.99	17,000.00	(7,406.99)	144%
Misc Credits Surplus Profit Sale on Property	0.00	215.00	20,000.00	19,785.00	1%
Residential Sales	57,148.80	630,121.61	652,000.00	21,878.39	97%
Multifamily Sales	4,113.28	38,431.36	38,900.00	468.64	99%
Small Comm & Industrial Sales	9,399.32	96,121.43	110,000.00	13,878.57	87%
Large Comm & Industrial Sales	1,173.52	15,086.72	17,000.00	1,913.28	89%
Other Sales to Public Authority	2,875.36	32,180.72	39,342.00	7,161.28	82%
Interdepartmental Sales	204.40	2,258.08	1,800.00	(458.08)	125%
Forfeited Discounts	771.79	1,492.29	2,200.00	707.71	68%
Misc Service Revenues	1,673.79	17,953.80	7,300.00	(10,653.80)	246%
Amort of Construction Grant - Sewer Plant	0.00	0.00	26,441.00	26,441.00	0%
Total Revenue	76,661.47	858,814.00	931,983.00	73,169.00	92%
EXPENSES					
Depreciation Expense	20,400.00	224,400.00	230,000.00	5,600.00	98%
Long-Term Debt Interest Exp	0.00	16,646.34	16,646.00	(0.34)	100%
Sewer-Supervision & Labor	20,092.20	203,115.03	253,486.00	50,370.97	80%
Sewer-Power/Fuel for Pumping	4,749.07	42,421.58	59,600.00	17,178.42	71%
Sewer-Phosphorous Removal	0.00	15,729.56	24,000.00	8,270.44	66%
Sewer-Sludge Cond Chemical	0.00	4,484.82	10,000.00	5,515.18	45%
Sewer-Other Chemicals	0.00	3,038.15	5,500.00	2,461.85	55%
Sewer-Transportation Expense	141.03	5,064.50	11,500.00	6,435.50	44%
Sewer-Operating Rents	1,000.00	11,000.00	12,000.00	1,000.00	92%
Sewer-Maint Collection System	370.67	27,165.00	29,000.00	1,835.00	94%
Sewer-Collect Sys Pump Equip	0.00	1,175.74	5,500.00	4,324.26	21%
Sewer-Maint Treat & Disp Equip	1,103.18	1,169.43	4,000.00	2,830.57	29%
Sewer-Maint General Plant	3,422.97	6,815.92	3,500.00	(3,315.92)	195%
Sewer-Billing, Collect & Acctg	1,775.00	21,219.69	27,874.00	6,654.31	76%
Sewer-Meter Reading	2,084.16	22,925.76	23,000.00	74.24	100%
Sewer-Admin & Gen Salaries	872.88	9,990.95	11,345.00	1,354.05	88%
Sewer-Office Supplies & Exp	696.40	11,070.30	12,650.00	1,579.70	88%
Sewer-Outside Services	520.04	14,795.60	33,500.00	18,704.40	44%
Sewer-Insurance	0.00	22,607.58	21,785.00	(822.58)	104%
Sewer-Reg Commission Exp	0.00	4,097.09	5,000.00	902.91	82%
Sewer-Misc General Exp	1,504.71	6,788.57	11,200.00	4,411.43	61%
Miscellaneous General Expense	146.32	1,504.20	2,000.00	495.80	75%
Total Expenses	58,878.63	677,225.81	813,086.00	135,860.19	83%
NET INCOME	17,782.84	181,588.19	118,897.00	(62,691.19)	153%



**Lodi - Solid Waste
Balance Sheet
For the Period Ending 11/30/2020**

Assets

Cash & Investments	\$60,353
Receivables:	
Due from County Trash/Recycling	(2,165)
Total Assets	<u>58,187</u>

Liabilities

Advance from Other Funds

Deferred Inflows of Resources

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	25,412
Net Change in Fund Balance	32,775
Total Fund Balances (Deficits)	<u>58,187</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>58,187</u>



**Lodi Solid Waste
Solid Waste Income Statement
For the Eleven Months Ending 11/30/2020**

<u>Account Description</u>	<u>November</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes		\$170,579.00	\$168,609.00	(\$1,970.00)	101%
Garbage/Recycling Fees		1,139.25		(1,139.25)	0%
Total Revenue		<u>171,718.25</u>	<u>168,609.00</u>	<u>(3,109.25)</u>	<u>102%</u>
EXPENSE					
Garbage Collection Contractual Services and Operating Supplies	9,669.30	101,581.34	115,929.00	14,347.66	88%
Recycling Contractual Services	4,134.06	37,361.58	49,137.00	11,775.42	76%
Total Expense	<u>13,803.36</u>	<u>138,942.92</u>	<u>165,066.00</u>	<u>26,123.08</u>	<u>84%</u>
Net Income	<u>(13,803.36)</u>	<u>32,775.33</u>	<u>3,543.00</u>	<u>(29,232.33)</u>	<u>925%</u>

**Lodi Utilities - Water Department
Balance Sheet
For the Period Ending Monday, November 30, 2020**

	Current Month
Assets	
Cash & Investments	\$1,008,910.35
Customer Accounts Receivable	15,412.89
Other Receivables	61,148.72
Work in Progress	148,937.19
Inventory	36,555.46
Pension Accounts	45,497.00
Land and Buildings	1,151,333.56
Wells & Pumps	1,342,015.08
Transmission & Distribution Mains	4,138,063.97
Meters	396,089.61
Hydrants	395,883.62
Vehicles & Heavy Equipment	127,508.21
Other Capital Assets	1,948,239.10
Less: Accumulated Depreciation	(2,642,299.91)
Total Assets	8,173,294.85
Liabilities	
Accruals and Deferred Credits	251,316.02
Bonds Payable	2,068,560.00
Interfund Loan - PILOT	60,896.24
Total Liabilities	2,380,772.26
Equity	
Capital Paid in by Municipality	555,417.23
Unappropriated Earned Surplus	805,542.20
Retained Earnings	4,082,344.58
YTD Net Income	349,218.58
Total Equity	5,792,522.59
Total Liabilities and Equity	8,173,294.85

**Lodi Utilities - Water Department
Income Statement
For the Period Ending 11/30/2020**

<u>Account Description</u>	<u>November</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Revenues					
Income from Nonutility Operati	\$32	\$273	\$0	(\$273)	0%
Interest & Dividend Income	(374)	11,954	3,000	(8,954)	398%
Misc Nonoperating Income	1,528	21,685	8,000	(13,685)	271%
Metered Sales - Water	59,466	591,146	556,412	(34,734)	106%
Private Fire Protection Serv	1,115	12,265	13,000	735	94%
Public Fire Protection Service	21,826	239,707	272,656	32,949	88%
Other Sales Public Auth-Water	2,154	24,263	21,000	(3,263)	116%
Interdepartmental Sales-Water	228	2,504	2,500	(4)	100%
Forfeited Discounts-Water	447	912	1,000	88	91%
Other Water Revenues	860	9,802	10,000	198	98%
Total Revenue	87,282	914,512	887,568	(26,944)	103%
Expenses					
Depreciation Expense	20,279	223,066	156,000	(67,066)	143%
Taxes	(303)	(3,334)	120,000	123,334	(3%)
Miscellaneous Amortization	0	0	(4,520)	(4,520)	0%
Interest on Long-Term Debt	0	71,702	71,703	1	100%
Water Supply- Labor & Expenses	2,577	22,901	20,670	(2,231)	111%
Water Supply- Misc Op Expense	0	79	0	(79)	0%
Pumping-Fuel or Power Purch	2,751	29,779	32,000	2,221	93%
Pumping- Labor & Expense	56	2,014	0	(2,014)	0%
Pumping-Maint of Pumping Eqp	0	3,990	500	(3,490)	798%
Water Treat-Chemicals	0	1,742	4,000	2,258	44%
Water Trans/Distr-Superv & Eng	1,596	21,214	23,355	2,141	91%
Water Trans/Distr-Line Expense	1,487	12,953	0	(12,953)	0%
Water Trans/Distr-Miscellaneous	851	5,932	5,500	(432)	108%
Water Trans/Distr-Maint of Res	0	2,279	1,000	(1,279)	228%
Water Trans/Distr-Maint of Mai	11	6,451	9,500	3,049	68%
Wtr Trans/Distr-Maint Service	0	19,081	14,265	(4,816)	134%
Water Trans/Distr-Maint Meter	444	10,530	11,732	1,202	90%
Wtr Trans/Distr-Maint Hydrants	2,145	2,583	18,699	16,116	14%
Wtr Trans/Distr-Maint Misc Plt	1,007	1,169	4,165	2,996	28%
Cust Accts-Meter Reading	20	533	186	(347)	286%
Cust Accts-Records & Collectns	1,018	12,450	27,874	15,424	45%
Admin and General Salaries	1,592	18,839	11,345	(7,494)	166%
Office Supplies & Expenses	665	7,068	10,100	3,032	70%
Outside Services Employed	1,169	16,717	24,820	8,103	67%
Property Insurance	0	6,886	6,451	(435)	107%
Employee Pensions & Benefits	3,638	43,347	39,556	(3,791)	110%
Regulatory Commission Exp	0	125	1,500	1,375	8%
Miscellaneous General Expense	596	13,456	18,899	5,443	71%
Maintenance of General Plant	462	11,743	14,658	2,915	80%
Total Expenses	42,061	565,293	643,958	78,665	88%
NET INCOME	45,221	349,219	243,610	(105,609)	143%