

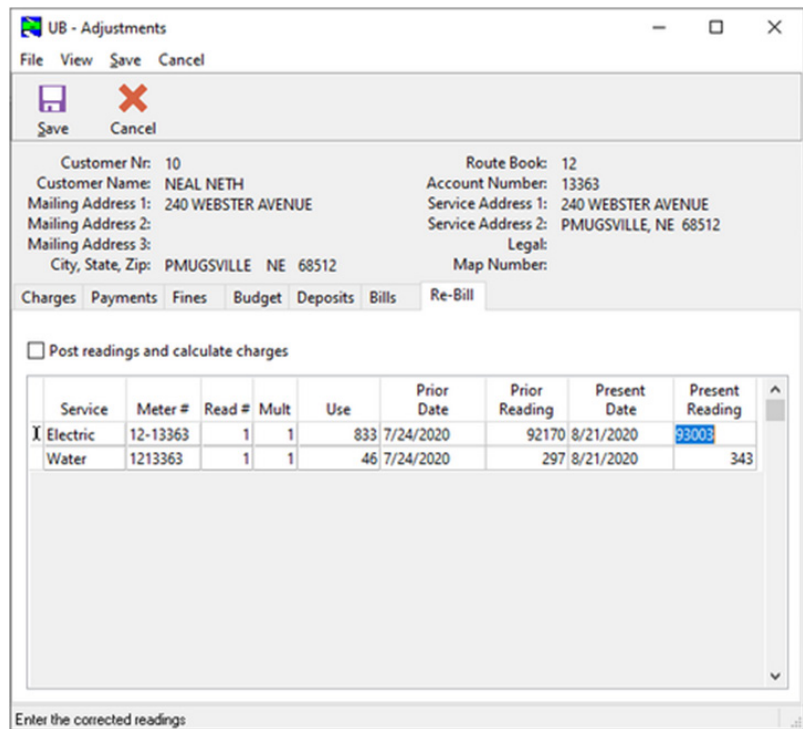
‘Re-Bill’ feature saves time for UB users

By Mitch Mullins

PowerManager 2020 introduced a new “Re-Bill” feature found in Utility Billing’s Adjustments application.

This feature saves you time by not having to manually enter meter readings and compute charges. It is used to enter corrected meter readings and compute charges after clicking the “Void” button found on the “Bills” tab sheet.

Be sure to check the “Post readings and calculate charges” option if you intend on issuing a corrected bill for the customer.



UB - Adjustments

File View Save Cancel

Save Cancel

Customer Nr: 10 Route Book: 12
 Customer Name: NEAL NETH Account Number: 13363
 Mailing Address 1: 240 WEBSTER AVENUE Service Address 1: 240 WEBSTER AVENUE
 Mailing Address 2: Service Address 2: PMUGSVILLE, NE 68512
 Mailing Address 3: Legal:
 City, State, Zip: PMUGSVILLE NE 68512 Map Number:

Charges Payments Fines Budget Deposits Bills Re-Bill

Post readings and calculate charges

Service	Meter #	Read #	Mult	Use	Prior Date	Prior Reading	Present Date	Present Reading
X Electric	12-13363	1	1	833	7/24/2020	92170	8/21/2020	93003
Water	1213363	1	1	46	7/24/2020	297	8/21/2020	343

Enter the corrected readings

UB - Adjustments Edit Form (Re-Bill Page) Edit/Display Fields

- **Post readings and calculate charges** - Check this option to save corrected meter readings and calculate charges when the “Save” button is clicked. The compute charges posting date will be the same as the adjustment posting date. The original voided bill’s meter readings will have their ignore for calculations option set to true.

- **Meter reading grid** - Used to enter corrected meter reading information if the customer is to be issued a correct bill.

Welcome to PowerManager!

The PowerManager family welcomes the City of Henderson, Neb., after its purchase of the Easy-Clerk software module and becoming a participant in PowerManager’s Value Support Plan. Henderson, located in York County in Central Nebraska, is also a member community of ACE, the community-owned retail natural gas supplier of NMPP Energy.

Utility Billing Customer Accounts Documents

By Mitch Mullins

PowerManager 2020 introduced a new “Documents” feature found in Utility Billing’s Customer Accounts maintenance application.

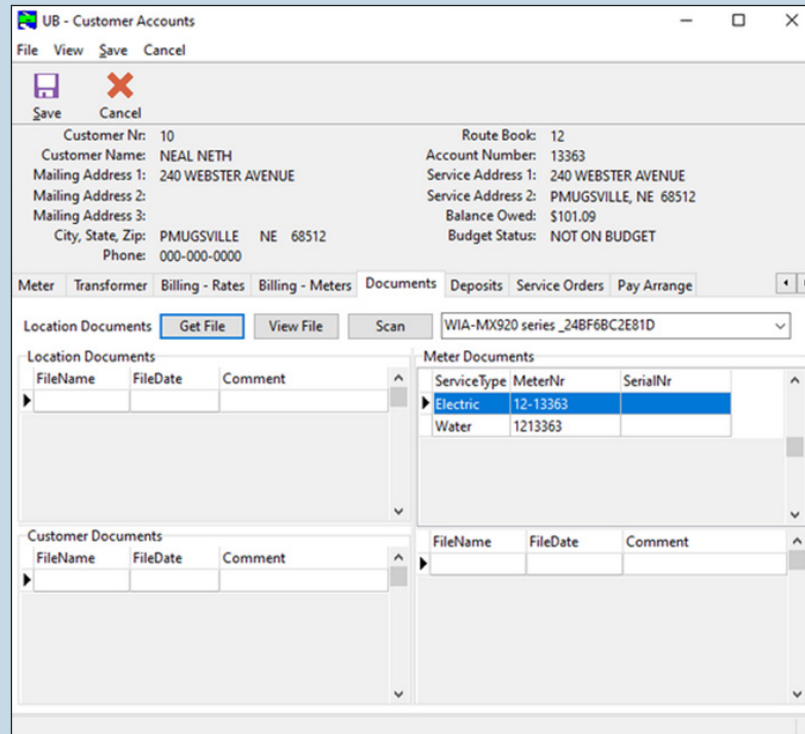
This feature is used to add, delete, and view documents stored with a customer’s location, customer, or selected meter record.

UB - Customer Accounts Edit Form (Documents Page) Edit/Display Fields

- **Location Documents Grid** - Displays documents stored with the location. You may enter an optional comment. These documents stay with the location, not the customer.

- **Customer Documents Grid** - Displays documents stored with the customer. You may enter an optional comment. These documents stay with the customer, not the location.

- **Meter Documents Grid** - Displays documents stored with the selected meter. You may enter an optional comment.



- **Get File** - First click in the location, customer, or meter grid. Click the “Get File” button to browse to and open an existing document of any file type. The document will be copied into the PowerManager database. Deleting or moving the original document will not have an effect on the document stored in PowerManager. *(Tip: Press Ctrl-Delete on your keyboard to delete the selected PowerManager stored document.)*

- **View File** - Open the selected document for viewing, printing, or saving. The document will be opened with your computer’s default application for the document’s file type.

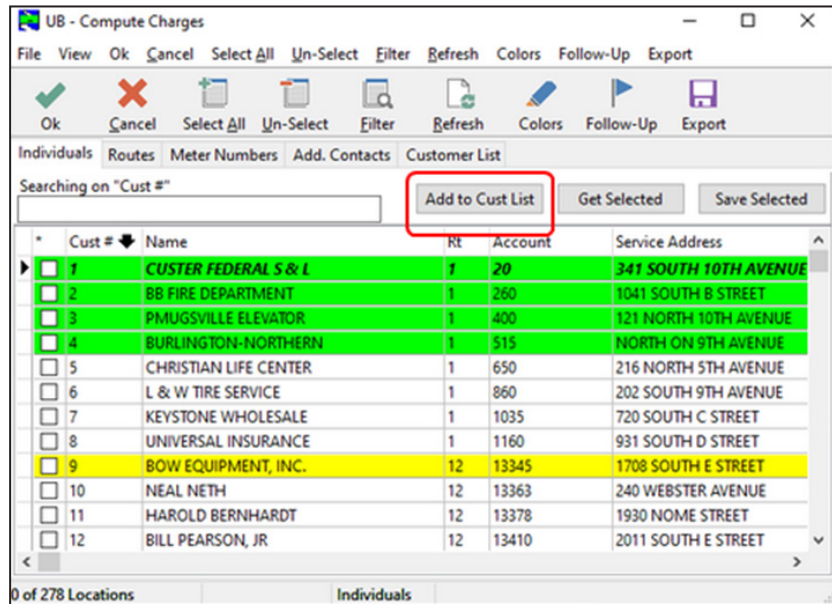
- **Scan** - Select the scanner to be used then click the “Scan” button. The scanned image will be stored as a bitmap (bmp) type of file in the PowerManager database. *(Tip: Check your scanner settings to select the smallest acceptable resolution to minimize the size of the stored document. Consider black and white instead of color scans.)*

Using the ‘Add to Cust List’ feature in UB

PowerManager 2020 introduced a new “Add to Cust List” feature found on Utility Billing’s Customer Selection form on the “Individuals” tab sheet.

This feature is useful when you have a small group of customers you need to work with. Perhaps a group of customers that need to have meter readings revised then charges re-computed.

Enter a customer then click the “Add to Cust List” button. The selected customer will be added to the “Customer List” tab sheet. Enter the next customer then click the “Add to Cust List” button again. Repeat until all desired customers have been added to the list of customers then click the “Ok” button. If you’d



like to save the customer list click on the “Customer List” tab sheet then click the “Save Selected” button. Once a list of customers has been saved, they may be retrieved by clicking the “Get Selected” button.

I’d encourage you to give this new feature a try. I think you’ll find it a lot easier to use than scrolling through the list of customers and selecting your entire customer group at once.

PowerManager Staff Profile

Meet Kevin Wickham...

I am in my 16th year as communications specialist at NMPP Energy.

I split my work time among all four of the NMPP Energy organizations in a variety of duties. I manage the monthly Essent newsletter and content for the NMPP Energy website and social media channels (Facebook/Twitter). I also work on various NMPP

Energy publications such as the Annual Report, PowerManager’s Computer Chronicles and several other projects as well as assist with marketing for all companies, including ACE, NMPP Energy’s retail natural gas supply organization.

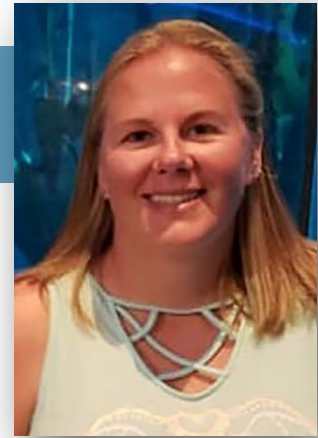
I enjoy working and supporting our member communities by assisting them however I can!



Kevin Wickham

PowerManager® User Spotlight

Stephanie James
City Clerk/Treasurer
City of Wisner, Neb.



What are you paid to do? I am being paid to be the city clerk/treasurer. You all know who is reading this what that all entails. A LOT! Oh and I am still learning my job!

What PowerManager Programs do you use? All of them.

If you weren't in your current job, what would you do? Looking back on my earlier years, I wanted to be a vet at a zoo or a nurse or paramedic on the life flight helicopter. So if I didn't get the job for the City pretty much out of high school I might have been doing one of those two careers.

Where were you born/raised? I was born in West Point, Neb., and have never left my hometown of Wisner.

Biggest Pet Peeve? One of my biggest pet peeves is when my husband and/or daughter

does not pick up after themselves or walks right by something on the floor and doesn't pick it up.

One food I can't resist is... A steak dinner.

My favorite show to binge watch is... Right now I am binge-watching Schitt's Creek.

People would be surprised to know that... I am a grandma.

The best advice I have ever received is... When in doubt, ask questions!

The best part of my job is... Coming to work every day to work with a bunch of great co-workers and for the most part the great citizens of Wisner. I also love what I do as a clerk/treasurer and the new stuff I learn every day.



Calendar of Events

2021 PowerManager Training Sessions

April 7, UB101 Virtual
Training

May 12-13, PowerManager
Software Virtual Training

Aug. 4-5, Elkhorn Valley Bank
Community Room, Wayne, Neb.
(subject to change to virtual)

Oct. 7-8, NMPP Energy
Office Building, Lincoln, Neb.
(subject to change to virtual)

Oct. 14-15, NMPP Energy
Office Building, Lincoln, Neb.
(subject to change to virtual)

2021 PMUG

Annual Conference

Sept. 15-17, Best Western Plus,
Bloomington, Minn.

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PowerManager Partners

Bill Flash

Billing and payment services

www.billflash.com

NeonLink

Online bill pay, printing/ mailing,
paperless

www.neonlink.com/powermanager

Invoice Cloud

E-payments and Electronic Bill
Presentment and Payment

www.invoicecloud.net

Nebraska Interactive

Online payment processing

www.nebraska-interactive.com