



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

BRAINERD PUBLIC UTILITIES

AGENDA FOR REGULAR MONTHLY OF MARCH 28, 2023

9:00 AM, COMMISSION ROOM, BPU SERVICE CENTER, 8027 HIGHLAND SCENIC ROAD

1. Call to Order
2. Roll Call – Angland ____, Johnson ____, Matten ____, O'Day ____, Wussow ____
3. Pledge of Allegiance
4. Consent Agenda
 - A. Approval of Minutes for Regular Monthly Meeting of February 28, 2023
 - B. Approval of the Current Month's Bills
 - C. Approval of Agenda

Recommended Action: Roll Call Motion to Approve Consent Agenda Items A, B, and C.
5. Public Forum – Time allocated for customers to bring matters not on the agenda to the attention of the Commission – Time limits may be imposed.
6. Commission Committee Reports
 - A. Personnel
 - B. Finance
7. Unfinished Business
 - A. See Attached Separate Memo Regarding Update on Unfinished Business Items
 - B. Succession Planning – See Attached Public Utilities Work Group Report and Related Documents
8. New Business
 - A. Copper Corrosion Study Presented by Paul Saffert, PE, of Bolton & Menk
 - B. Recommend to Council the Authorization to fill a Laborer Position for the Wastewater Treatment Facility.
 - C. Acceptance of Annual Cogeneration Filings and Report for BPU Commission.
 - D. Approval of 14th Amendment to Market Based Rate Full Requirements Agreement with AEP.
 - E. Consideration of Outdoor Banner Regulation Program
9. Reports
 - A. City Administrator
 - B. City Council Liaison
 - C. Finance Director
 - D. Superintendent
 - E. Commission Members – Future Agenda Items
10. Adjourn: Motion - _____, Second - _____.



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

The regular meeting of the Brainerd Public Utilities Commission was held at 9:00 AM on February 28, 2023.

Commission President Wussow called the meeting to order.

Commission Roll Call

Mike Angland – Present

Tad Johnson – Present

Patrick Wussow – Present

Mark O'Day – Present

Dolly Matten – Present

Utility Staff Present

Finance Director

Superintendent

Operations Manager

Wastewater Supervisor

Accounting Supervisor

Recording Secretary

Todd Wicklund

Scott Magnuson

Trent Hawkinson

Charlie Gammon

Jana Pernula

Mandy Selisker

Others in Attendance

City Administrator

HR Director

City Liaison

Jennifer Bergman

Kris Schubert

Jeff Czczok

Commission President Wussow opened the meeting with the Pledge of Allegiance.

Approval of Consent Items

Commission President Wussow stated that the Approval of Agenda will be pulled from the Consent Agenda due to an item being added to Unfinished Business.

Motion by Commissioner Matten and seconded by Commissioner Angland to approve consent agenda as amended; approve the minutes from the January 31, 2023, regular monthly meeting, approval of current month's bills, and approval of Pay Request No. 14 received from Magney Construction for \$281,746.33 for Water Tank Storage Project. There was a unanimous roll call vote in favor of the motion. Motion carried.

Commissioner Wussow noted the addition of Item G., Thirteenth Amendment to the Market Based Rate Full Requirements Agreement to the agenda under Unfinished Business.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

Motion by Commissioner O'Day and seconded by Commissioner Matten to add Item G, Thirteenth Amendment to Market Based Rate Full Requirements Agreement to the meeting agenda. There was a unanimous vote in favor of the motion. Motion carried.

Public Forum

- None

Commission Committee Reports

Personnel

- Commissioner Matten reported that they will be scheduling a meeting soon with Finance Director Wicklund and Superintendent Magnuson to discuss upcoming employee hires that are on the horizon.

Finance

- Commissioner Johnson reported that he and Commissioner Angland met with Finance Director Wicklund after last month's meeting to review additional numbers related to the Hydro Project. These will be presented and reviewed in Unfinished Business, item D, later on the agenda.

Unfinished Business

Purchase of Roberts Property

- Superintendent Magnuson reported that Finance Director Wicklund met with Keith Roberts since the last meeting and the Roberts brothers are still working on getting a survey completed. When the survey is complete, staff can continue to move forward with the purchase agreement.

Electric Service to Rotary Pavilion

- Commissioner Wussow noted that this item was being held on the agenda for the 2024 budget. Nothing new to report.

Forcemain Crossing of Mississippi River

- Superintendent Magnuson noted that the project is moving forward and referenced the memo included for the status on all required permits.

Hydro Automation

- Finance Director Wicklund reviewed the options previously provided by Barr Engineering and reviewed at January's meeting. Included in Wicklund's summary were the three upgrade options as well as taking no action. Wicklund's projections were using average costs due to the large range of cost in the estimates.
 - Option 1 – Install 500kW package turbine/generator in existing flume would have a combined net additional revenue of \$20,896,500 or \$261,200 per year. Total average installed cost per \$/MWh would be \$33.03.
 - Option 2 – Install horizontal Francis-Style turbine and generator using existing flume would have a combined net additional revenue of \$16,425,700 or \$205,300 per year. Total average installed cost per \$/MWh would be \$58.98.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

- Option 3 – Install vertical turbine and generator in modified flume would have a combined net additional revenue of \$30,484,000 or \$381,000 per year. This option would phase out two existing units. Total average installed cost per \$/MWh would be \$47.68.
- Existing Units (No Action) – Adding no additional generation would have a combined net additional revenue of \$9,108,300 or \$113,900 per year. Total costs include 80% of annual labor costs since current operation requires 24/7 staff coverage.

Finance Director Wicklund summarized assumptions related to energy, MISO charges, transmission charges, and ancillary charges as it stands currently and then projected out to an 80-year period. Additional discussion included ROI, net additional revenue and moving away from 24-hour coverage. Wicklund's recommendation is Option 3 as the best long-term solution. This would have increased efficiency from a current 60-65% efficiency rate to a projected 80% efficiency rate according to Barr Engineering.

Superintendent Magnuson stated that there is a grant opportunity that opens at the end of the first quarter which would have up to a 30% match. Staff are working with Frontier Energy to explore grant options. Grant would cover either of the three options if there is a 3% increase in efficiency, which all are projected to have.

Commissioner Johnson inquired on why Option 3 is recommended by staff vs. Option 1. Finance Director Wicklund responded based on revenue generated at the end of the 80-year projection. Commissioner Johnson expressed interest in Option 1 highlighting smaller cash flow liability and quicker return on investment (ROI). There was a consensus that Option 2 was not a great option and to explore Option 1 and 3 in greater detail. Wicklund noted that the project, aside from potential grant dollars, would be funded by debt service. Wicklund also noted that keeping the existing generators in place results in higher maintenance costs ongoing. Johnson appreciated the additional work on the projections and common sized numbers in relation to purchase power.

Motion by Commissioner Johnson and seconded by Commissioner O'Day to obtain bids from multiple Hydro Dam installers on Option 1 and 3. There was a unanimous vote in favor of the motion. Motion carried.

Additional discussion included:

- Commissioner O'Day requested staff get more details on grant parameters and availability to help with decision.
- Commissioner Wussow inquired on when these estimates would be available. Superintendent Magnuson estimated for the May agenda, noting that the grant requirements may drive deadline.
- Commissioner O'Day and Wussow confirmed that this will remain under Unfinished Business on the agenda.

Crypto Mining Projects

- Just for Krypto (JFK) is currently mining at 2MW. JFK has registered its anticipated load with MISO Load Management Resource (LMR) program therefore avoiding possibly being charged an additional monthly charge of \$6,000 per MW-month. Finance Director Wicklund noted that today is the deadline for registering with LMR.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

- VCV Digital is in the process of closing on the purchase of the industrial park land. Intent is still to be up and running at some point this summer. VCV intends to register its anticipated load with MISO in the LMR program by March 15th. They have been informed of the capacity charge.

Discussion included:

Finance Director Wicklund reported:

- MISO charges are delayed by about one year. Current charges and contracts are a result of what happened last summer. In the summer of 2022, the peak was 41.5 MW, therefore this year's contract must at least be that amount, if not higher.
- Staff is considering a capacity charge on Crypto accounts due to delay in MISO charges and then reviewing through an annual true-up calculation.

City Administrator Bergman reported:

- VCV Digital closed on the land purchase yesterday and can now move forward with Community Development.

Succession Planning

No additional information to report.

Thirteenth Amendment to Market Based Rate Full Requirements Agreement

This item was added to the agenda by Finance Director Wicklund.

Wicklund discussed the following:

- The presented amendment is to authorize buying energy and capacity from AEP for the upcoming planning years of 2023-2024 of 2.3 MW of capacity for the summer months.
- This additional energy cost would be \$11,450 per month and \$137,000 annually.
- Upcoming auction in June for winter excess, estimated at approximately 9 MW to be sold.
- The deadline for the amendment is March 8th.
- Purchase of energy is now done on a quarterly basis.

Motion by Commissioner O'Day and seconded by Commissioner Angland to approve and accept the Thirteenth Amendment to Market Based Rate Full Requirements Agreement. There was a unanimous vote in favor of the motion. Motion carried.

Commissioner Johnson inquired on the benefit of locking in a price ahead of time. Wicklund confirmed Johnson's thoughts which is to limit risk of buying during the peak summer months.

Commission President Wussow reiterated that any items with contracts need to be on the agenda ahead of time.

New Business

None

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

City Administrator Report

City Administrator Bergman reported on the following:

- Land purchase with VCV Digital on the industrial park lots closed yesterday.
- The requested study from Flaherty & Hood, P.A., on the organizational structure of BPU is moving forward. The final draft was just received yesterday. City Administrator Bergman, HR Director Schubert, Finance Director Wicklund and Superintendent Magnuson will be meeting today to review, and then additional meetings will be requested with BPU Commission's personnel committee and City Council Personnel and Finance chair and/or committee will follow.
- The review of Job Analysis Questionnaires (JAQs) continues with Flaherty & Hood, P.A. Interview dates are being scheduled to meet with employees regarding their JAQs.
- Resignation of Police Chief Bestul was received, position was posted internally, and City received 2 internal applications were received with interviews to be taking place.
- Pay Equity report was submitted to the State of Minnesota and City received notice of not passing. The City is working with Flaherty & Hood, P.A to request an extension while going through the Compensation and Classification study.
- A final Street Light Policy is being presented at the next City Council meeting. Bergman extended a thank you to Operations Supervisor Hawkinson for his help with this process.
- A joint meeting between the Park Board and City Council took place last night and went well. Discussion around budget timing and expectations for submission deadlines and review. There was a recommendation to have a future joint meeting(s) with the City Council and the Public Utilities Commission.
 - Commission President Wussow agreed that this was previously an item that was discussed to hold occasional joint meetings and the Commission agreed. A potential future meeting in the month of May was mentioned.

City Liaison Report

City Liaison Czezok reported on the following:

- Agreed with the idea of future joint meeting with City Council and BPU Commission.
- Expressed willingness to communicate any necessary information to the City Council as needed.

Commissioner Wussow noted that BPU's budget is presented separately and approved at the Council's December meeting.

Finance Director's Report

December 2022 Financial Report

Still working on year-end journal entries and will have the final financial report at the March board meeting.

January 2023 Financial Report

Will be available at the March board meeting.

2022 Audit

Work continues with preparation of approximately 75 schedules and analysis for CLA auditors. Audit field work is scheduled to start March 13, 2023.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

Electric Cost of Service Study

Requested schedules have been completed and sent to Utility Financial Services (UFS). The goal is to have the study completed in time for the April 2023 board meeting. This is based on rates within rate classes and independent of the rate study, which will follow sometime in April.

Frontier Energy (FE)

Working on finalizing grant applications for several projects planned in the field of grid hardening, grid resilience, water/wastewater, and EV.

Significant CIP projects finalized this month include:

- Crow Wing County Fair - \$7,965.36
- Mills Automotive Group - \$1,186.63
- Various Residential Rebates (2) - \$2195.00

Wastewater Treatment Solar Project

Work continues in obtaining building permits from Baxter related to the construction of solar project. Completing the Buffer Management Plan is the priority which needs to be done before any trees can be cut down. Staff is working with Emily Ball with WSB on the Buffer Management Plan. The deadline for tree clearing is March 31st.

Commissioner Matten requested the updated copies of the Forestry Management Plan and Conditional Use Permits to ensure BPU is keeping the neighbors happy and adhering to required parameters. This was requested from Community Development Director Doty with the City of Baxter.

HR Director's Report

- Noted

Next Board meeting is scheduled for March 28, 2023.

Superintendent's Report

Water Department

- Projects
 - Water storage tank project: A pour is scheduled for tomorrow and about half of the walls on the second tank are complete.
 - Maintenance: Crews working on standpipes and meters, updating database for service line material, and backflow devices.
 - Copper/Lead Testing: Staff has narrowed down results to two options after meeting with the Department of Health. A few additional tests are being done to confirm conditions with a report or presentation to be given at the March meeting on plans copper reduction.

Wastewater Treatment Department

- Projects
 - Plant and Lift Station maintenance.
 - Screen and Grit project is complete at the Evergreen and Main Lift.
 - Starting to plan for Spring Biosolids application.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

Electric Department

- Outage report
 - One service line down due to tree
- Crews busy working on mapping updates.
- Starting on fiber project.
- Starting vegetation management.

Hydro Department

- All 5 generators at 100%. River at 3150 cfs. Recording enough excess water to support a 6th (or larger existing) generator.
- Emergency Action Plan (EAP) tabletop exercise is scheduled for March 9th with FERC representatives and local emergency management agencies. Occurs every five years with both tabletop and functional exercises. Full exercise will occur this summer.

Other

- Future Hires: Lineworker posting closed February 26th with 17 applications received. HR will work on postings and job descriptions for Facilities Custodian, Business Office Specialist and Wastewater Laborer.

Commissioner Matten inquired on odor from the Wastewater plant. Wastewater Supervisor Gammon explained the following related factors:

- Plant is nearing capacity for spring biosolids hauling.
- Due to growth when reaching capacity, the plant uses a secondary storage option, which releases odors when going into an open tank. Gammon reported that he is managing this as best as possible.
- Gammon will provide updated numbers related to production and capacity.

Commission President Wussow inquired on satisfaction and timeline of the Water Storage Tank Project.

- Superintendent Magnuson stated it has been going well with the project being at about 75-80% completion.
- Due to delays and shortages of materials, the original timeline of the project is far from schedule.
- Future decisions on facia and stone color will be occurring. Commissioner Angland mentioned checking with the Park Board on preference since the location is adjacent to the park. Commissioner Matten inquired on maintenance with Magnuson noting a 20-year fade warranty.

Commission Members – Future Agenda Items

- Commission President Wussow reported on:
 - The Joint WWTP Management Board met last Thursday with Supervisor Gammon coordinating and hosting. Updates on sewer ordinances were discussed along with education on the plant and operations. There were no action items, but updates will be reported as meetings occur.
 - Inquired on Hydro generation numbers and reportability. Magnuson confirmed that water levels and cfs flow can be read live. Math would be needed to calculate electricity generation.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

February 28, 2023

- In anticipation of the ribbon cutting for Airport Solar project, is there tracking available for generation? Magnuson confirmed yes.
- Inquired on materials and property damage from accidents and if BPU is reimbursed for damage related to accidents. Magnuson confirmed yes.
- Commissioner Angland reported on the following:
 - Commissioner Angland and Operations Manager Hawkinson will be presenting to the Eco-Club at the High school on the Airport Solar project on March 1, 2023.

Adjournment

Motion by Commissioner Wussow and seconded by Commissioner Angland to adjourn the meeting.

Motion carried at 9:57 AM.

Patrick Wussow, Commission President

Todd Wicklund, Commission Secretary



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

Brainerd Public Utilities BPU Commission Unfinished Business March 28, 2023

A. Roberts Gravel Pit Purchase

Staff heard from Keith Roberts, he informed us he is still waiting for the completion of survey of the gravel pit in order for purchase agreement to proceed forward. Will let us know as soon as it is complete.

B. Electric Service at Rotary Pavilion

On hold until 2024 budget.

C. Forcemain Crossing of Mississippi River

Corps of Engineering approval has been obtained. Still waiting for response from DNR pertaining to obtaining necessary permits to drill new pipeline under the Mississippi River.

D. Hydro Automation

Staff waiting for response from Barr Engineering regarding more detailed cost/benefit analysis of options 1 and 3 discussed at last month's board meeting. Working with Gracon Construction, Obermeyer Hydro and L&S for upgrade solutions as well. Still waiting for parts for governor upgrades, and working on automation of tainter gate. These are all tied together as we move forward with the plant and staffing.

E. Crypto Mining Projects

JFK is currently mining on a month-to-month basis at approximately 4 MWs.

VCV is in process of designing the building to be used in the mining process on the north lot. Due to current constraints on the transmission system the actual startup load could be in the 25 MW to 30 MW range until another transmission study is completed by Minnesota Power. The new project design would not require the use of water. The anticipated actual date would be late in the 4th quarter of 2023.

F. Succession Planning

See attached report prepared by Public Utilities Work Group regarding the organization structure of BPU. Also attached is final version of Public Utilities Director job description for Commission review and recommendation to City Council.

The mission of Brainerd Public Utilities is to provide safe, reliable, environmentally friendly electric, water and sewer services to our customers at the lowest reasonable cost.





Brainerd Public Utilities, MN

Check Report

By Check Number

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP2-BREMER BANK						
Payment Type: EFT						
10195	CIGNA - DENTAL	03/02/2023	EFT	0.00	1,630.68	127
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
3142624	Invoice	03/01/2023	COVERAGE: 03/2023 W/H 03/03 & 03/17	0.00	1,630.68	
	1.1.1312		Accounts Receivable - Re		75.55	
	1.2.1311		Withheld from Salaries		1,555.13	
00140	AEP ENERGY PARTNERS, INC.	03/16/2023	EFT	0.00	853,160.41	128
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
175-21419001	Invoice	03/15/2023	Invoice Period: 02/01/23-02/28/23	0.00	853,160.41	
	1.5.11.210		Purchased Power		853,160.41	
10095	AEP ONSITE PARTNERS, LLC	03/16/2023	EFT	0.00	47,867.50	129
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
419-21419108	Invoice	03/15/2023	Invoice Period: 02/01/23-02/28/23	0.00	47,867.50	
	1.5.11.210		Purchased Power		47,867.50	
09535	U.S. BANK ST PAUL	03/23/2023	EFT	0.00	94,443.75	130
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2226590	Invoice	03/23/2023	ACCT #:0037186NS - 04/01/23 PYMT FOR	0.00	94,443.75	
	2.1.1313		Accounts Receivable -		35,888.62	
	2.2.1711		Accrued Interest Payable		47,221.88	
	3.2.1711		Accrued Interest Payable		11,333.25	
Total EFT:				0.00	997,102.34	

- 1) Electric
- 2) Water
- 3) Waste
- 4) Hydro

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
00760	BLACKRIDGE BANK	03/02/2023	Regular	0.00	68.75	79863
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000864	Invoice	03/02/2023	EE/ER HSA CONTRIBUTION - [REDACTED]	0.00	68.75	
1.2.1311			Withheld from Salaries		68.75	
01190	BREMER BANK	03/02/2023	Regular	0.00	200.00	79864
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000865	Invoice	03/02/2023	EE/ER HSA CONTRIBUTION - [REDACTED]	0.00	200.00	
1.2.1311			Withheld from Salaries		200.00	
02815	DEERWOOD BANK	03/02/2023	Regular	0.00	264.58	79865
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000866	Invoice	03/02/2023	EE/ER HSA CONTRIBUTION-See enclosed l	0.00	264.58	
1.2.1311			Withheld from Salaries		208.33	
2.2.1311			Withheld from Salaries		56.25	
06025	HEALTH EQUITY INC.	03/02/2023	Regular	0.00	41.67	79866
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000867	Invoice	03/02/2023	EE/ER HSA CONTRIBUTION - [REDACTED]	0.00	41.67	
1.2.1311			Withheld from Salaries		6.25	
2.2.1311			Withheld from Salaries		35.42	
05150	MMFCU	03/02/2023	Regular	0.00	4,162.09	79867
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000868	Invoice	03/02/2023	EE/ER HSA CONTRIBUTION - Emailed List	0.00	4,162.09	
1.2.1311			Withheld from Salaries		1,657.28	
2.2.1311			Withheld from Salaries		1,223.26	
3.2.1311			Withheld from Salaries		783.67	
4.2.1311			Withheld from Salaries		497.88	
09575	USW SECRETARY TREASURER	03/02/2023	Regular	0.00	271.12	79868
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
INV0000871	Invoice	03/02/2023	UD-BW 1.45 / LU#9230 - UNIT 09 - USW	0.00	262.16	
4.2.1311			Withheld from Salaries		262.16	
INV0000872	Invoice	03/02/2023	UD-HRS / LU#9230 - UNIT 09- USW	0.00	8.96	
4.2.1311			Withheld from Salaries		8.96	
00340	ARAMARK UNIFORM SERVICES	03/03/2023	Regular	0.00	31.12	79869
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
2530111859	Invoice	03/03/2023	WORK UNIFORMS	0.00	31.12	
1.5.21.270			Cleaning & Waste Remov		18.67	
2.5.21.270			Cleaning & Waste Remov		12.45	
00735	BEST OIL COMPANY	03/03/2023	Regular	0.00	1,582.76	79870
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name		Item Description	Distribution Amount		
4260	Invoice	03/03/2023	GAS	0.00	783.76	
1.5.21.320			Motor Fuels & Lubricants		470.26	
2.5.21.320			Motor Fuels & Lubricants		156.75	
3.5.11.320			Motor Fuels & Lubricants		156.75	
4261	Invoice	03/03/2023	DIESEL	0.00	799.00	
1.5.21.320			Motor Fuels & Lubricants		479.40	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	2.5.21.320	Motor Fuels & Lubricants	BEST OIL COMPANY		159.80	
	3.5.11.320	Motor Fuels & Lubricants	BEST OIL COMPANY		159.80	
03687	GOODIN COMPANY	03/03/2023	Regular	0.00	454.19	79871
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
06633221-00	Invoice	03/03/2023	TRANSFER PUMP/INLET HOSE	0.00	323.15	
	3.5.11.310		Small Tools & Supplies		323.15	
06633527-00	Invoice	03/03/2023	STEM UNITS	0.00	131.04	
	1.5.21.250		Maintenance - Buildings		52.42	
	1.5.31.250		Maintenance - Buildings		26.21	
	2.5.21.250		Maintenance - Buildings		26.21	
	2.5.31.250		Maintenance - Buildings		26.20	
03915	HACH COMPANY	03/03/2023	Regular	0.00	151.26	79872
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13477436	Invoice	03/03/2023	BUFFER SOLUTION KIT - WWT	0.00	151.26	
	3.5.11.275		Testing & Monitoring		151.26	
04050	HAWKINS INC.	03/03/2023	Regular	0.00	5,303.94	79873
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6408926	Invoice	03/03/2023	HYDROFLUOSILICIC ACID/SODIUM HYDRO	0.00	5,303.94	
	2.5.11.360		Other Commodities		5,303.94	
05158	KRAMER LEAS DELEO, P.C.	03/03/2023	Regular	0.00	1,495.00	79874
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
028238	Invoice	03/03/2023	BOUNDARY SURVEY/CERTIFICATE/PLACE	0.00	1,495.00	
	3.5.21.285		Consulting Services		1,495.00	
05597	LIFE INSURANCE COMPANY	03/03/2023	Regular	0.00	249.88	79875
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
AI960327-03/202	Invoice	03/03/2023	ACCIDENT INS. COVERAGE 03/2023 W/H	0.00	104.85	
	1.2.1311		Withheld from Salaries		104.85	
CI960338-03/202	Invoice	03/03/2023	CRITICAL ILL. COVERAGE: 03/2023 W/H 3/	0.00	125.25	
	1.2.1311		Withheld from Salaries		125.25	
HC960740-03/20	Invoice	03/03/2023	HOSPITAL INS.: COVERAGE 03/2023 W/	0.00	19.78	
	1.2.1311		Withheld from Salaries		19.78	
06266	MINNESOTA VALLEY	03/03/2023	Regular	0.00	354.03	79876
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1186711	Invoice	03/03/2023	TESTING	0.00	260.64	
	3.5.11.275		Testing & Monitoring		260.64	
1186986	Invoice	03/03/2023	TESTING	0.00	93.39	
	3.5.11.275		Testing & Monitoring		93.39	
07665	PITNEY BOWES GLOBAL FINANCIAL SERV. LLC	03/03/2023	Regular	0.00	1,557.06	79877

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3105967047	Invoice	03/03/2023	CONTRACT: 0040216585 -POSTAGE MACH	0.00	1,557.06	
1.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA			720.92	
1.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA			213.32	
2.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA			240.31	
2.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA			71.11	
3.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA			240.30	
3.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA			71.10	
07641	PITNEY BOWES INC.	03/03/2023	Regular	0.00	16,373.91	79878
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1022104803	Invoice	03/03/2023	PLANET PRESS SOFTWARE/IMPLEMENT &	0.00	16,373.91	
1.1.1711	Prepaid expenses	PLANET PRESS SOFTWARE/IMPL			9,824.35	
2.1.1711	Prepaid expenses	PLANET PRESS SOFTWARE/IMPL			3,274.78	
3.1.1711	Prepaid expenses	PLANET PRESS SOFTWARE/IMPL			3,274.78	
09735	WATER CONSERVATION SERVICE, INC.	03/03/2023	Regular	0.00	1,117.74	79879
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
13003	Invoice	03/03/2023	LEAK LOCATE 01/30/2023 @ HWY 210/N	0.00	1,117.74	
2.5.21.260	Maintenance - Other	LEAK LOCATE 01/30/2023 @ H			1,117.74	
10219	ENVIRONMENTAL SYSTEMS RESEARCH INSTITU	03/07/2023	Regular	0.00	11,300.00	79880
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
94430841	Invoice	03/07/2023	ENTERPRISE SOFTWARE/MAINT. 2/13/23-	0.00	11,300.00	
1.1.1711	Prepaid expenses	ENTERPRISE SOFTWARE/MAINT.			6,780.00	
2.1.1711	Prepaid expenses	ENTERPRISE SOFTWARE/MAINT.			2,260.00	
3.1.1711	Prepaid expenses	ENTERPRISE SOFTWARE/MAINT.			2,260.00	
06141	MINNESOTA DEPT OF HEALTH	03/07/2023	Regular	0.00	23.00	79881
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
03/23-J.ENGHOL	Invoice	03/07/2023	JASON ENGHOLM - CLASS C RENEWAL #1	0.00	23.00	
2.5.21.440	License/Taxes/Permits	JASON ENGHOLM - CLASS C REN			23.00	
06790	NAPA AUTO PARTS BAXTER	03/07/2023	Regular	0.00	603.06	79882
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
546600	Credit Memo	02/23/2023	CORE DEPOSIT - APPLY CREDIT	0.00	-116.51	
1.5.21.240	Maintenance - Equipmen	CORE DEPOSIT - APPLY CREDIT			-116.51	
579092	Invoice	03/07/2023	OIL FILTER/ROTELLA T6	0.00	500.00	
1.5.21.240	Maintenance - Equipmen	OIL FILTER/ROTELLA T6			300.00	
2.5.21.240	Maintenance - Equipmen	OIL FILTER/ROTELLA T6			100.00	
3.5.11.240	Maintenance - Equipmen	OIL FILTER/ROTELLA T6			100.00	
579608	Invoice	03/07/2023	BATTERY - FA# 2021 - PO #1682	0.00	175.20	
2.5.21.240	Maintenance - Equipmen	BATTERY - FA# 2021 - PO #1682			175.20	
582657	Invoice	03/07/2023	LP LENS/OIL FILTERS	0.00	44.37	
1.5.21.240	Maintenance - Equipmen	LP LENS/OIL FILTERS			26.62	
2.5.21.240	Maintenance - Equipmen	LP LENS/OIL FILTERS			17.75	
07335	OFFICE SHOP	03/07/2023	Regular	0.00	808.87	79883

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1122707-4	Invoice	03/07/2023	OFFICE SUPPLIES-FIRST CLASS MAILERS	0.00	114.39	
1.5.31.370	Office Supplies	OFFICE SHOP			68.63	
2.5.31.370	Office Supplies	OFFICE SHOP			22.88	
3.5.31.370	Office Supplies	OFFICE SHOP			22.88	
1123502-0	Invoice	03/07/2023	3 SHELF BOOKCASE - WWT	0.00	139.16	
3.5.11.370	Office Supplies	3 SHELF BOOKCASE - WWT			139.16	
1123666-0	Invoice	03/07/2023	TABLETOP/PEDESTAL	0.00	857.61	
3.5.11.370	Office Supplies	TABLETOP/PEDESTAL			857.61	
1123808-0	Invoice	03/07/2023	OFFICE SUPPLIES	0.00	38.51	
1.5.31.370	Office Supplies	OFFICE SHOP			23.11	
2.5.31.370	Office Supplies	OFFICE SHOP			7.70	
3.5.31.370	Office Supplies	OFFICE SHOP			7.70	
1123808-1	Invoice	03/07/2023	OFFICE SUPPLIES- TONER	0.00	300.41	
1.5.31.370	Office Supplies	OFFICE SHOP			180.25	
2.5.31.370	Office Supplies	OFFICE SHOP			60.08	
3.5.31.370	Office Supplies	OFFICE SHOP			60.08	
1123808-2	Invoice	03/07/2023	BINDER CLIPS	0.00	2.80	
1.5.31.370	Office Supplies	BINDER CLIPS			2.80	
C1123666-0	Credit Memo	03/06/2023	CREDIT - RETURNED TABLE	0.00	-644.01	
3.5.11.370	Office Supplies	CREDIT - RETURNED TABLE			-644.01	
09524	TYLER TECHNOLOGIES INC.	03/07/2023	Regular	0.00	12,000.00	79884
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
025-412580	Invoice	03/07/2023	TCM CONVERSION FEE - CIS/CRM & FINA	0.00	12,000.00	
1.1.1711	Prepaid expenses	TCM CONVERSION FEE - CIS/CR			7,200.00	
2.1.1711	Prepaid expenses	TCM CONVERSION FEE - CIS/CR			2,400.00	
3.1.1711	Prepaid expenses	TCM CONVERSION FEE - CIS/CR			2,400.00	
00825	BORDER STATES ELECTRIC	03/10/2023	Regular	0.00	16,231.44	79885
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
925857661	Invoice	03/10/2023	PUR SCADA FIBER	0.00	12,304.64	
1.1.4011	Construction In Progress	ADESE380/400C			12,304.64	
925857667	Invoice	03/10/2023	PUR SUMMER GLOVES	0.00	420.96	
1.5.21.315	Personal Protection Equip	PUR SUMMER GLOVES 1510/10			207.84	
2.5.21.315	Personal Protection Equip	PUR SUMMER GLOVES 1510/11			103.92	
3.5.11.315	Personal Protection Equip	PUR SUMMER GLOVES 1510/12			109.20	
925857671	Invoice	03/10/2023	INVEO1981 LUG 4 HOLE AL SPADE 1/0-75	0.00	2,204.84	
1.1.1611	Inventories	B LB Reducing Tap Plug 600A 35			2,204.84	
925857676	Invoice	03/10/2023	INV EU1160	0.00	1,301.00	
1.1.1611	Inventories	A COLD SHRINKS - 1/0			1,301.00	
03282	FERGUSON WATERWORKS #2518	03/10/2023	Regular	0.00	2,327.23	79886
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0507824	Invoice	03/10/2023	INV WATER 3/4 & 1" TYPE K COPPER	0.00	2,327.23	
2.1.1611	Inventories	3/4" Tubing, Type K Copper 60'			794.82	
2.1.1611	Inventories	1" Tubing, Type K Copper 60'			1,532.41	
08058	RESCO	03/10/2023	Regular	0.00	1,481.06	79887
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
887864-00	Invoice	03/10/2023	PUR HYDRO FUSES	0.00	1,481.06	
4.5.11.240	Maintenance - Equipmen	PUR EATON SCLPT-5E FUSE			1,481.06	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
09899	WESCO RECEIVABLES CORP	03/10/2023	Regular	0.00	5,407.24	79888
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
189601	Invoice	03/10/2023	PUR ELEC TOOLS	0.00	2,029.24	
1.5.21.310			Small Tools & Supplies		731.51	
1.5.21.310			Small Tools & Supplies		779.77	
1.5.21.310			Small Tools & Supplies		517.96	
193551	Invoice	03/10/2023	INV CT	0.00	3,378.00	
1.1.1611			Inventories		3,378.00	
00145	AICPA	03/13/2023	Regular	0.00	520.00	79889
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1188780-8/1/22-	Invoice	03/13/2023	RENEWAL - TODD WICKLUND - 1188780 0	0.00	520.00	
1.5.31.420			Dues & Subscriptions		312.00	
2.5.31.420			Dues & Subscriptions		104.00	
3.5.31.420			Dues & Subscriptions		104.00	
01750	CDW GOVERNMENT	03/13/2023	Regular	0.00	18,036.92	79890
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
X482592	Invoice	03/13/2023	FORTISWITCH RUGGED - 112DPOE	0.00	18,036.92	
3.1.4011			Construction In Progress		18,036.92	
01805	CENTERPOINT ENERGY	03/13/2023	Regular	0.00	3,562.81	79891
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11582840-2-02/1	Invoice	03/13/2023	1602 E RIVER RD	0.00	69.79	
3.5.21.230			Utilities		69.79	
11595232-7-02/1	Invoice	03/13/2023	50 JENNY STREET	0.00	304.62	
2.5.11.230			Utilities		304.62	
8000014432-1-03	Invoice	03/13/2023	MONTHLY GAS BILL - WTR PROD/WTR DIS	0.00	3,188.40	
2.5.11.230			Utilities		850.80	
2.5.21.230			Utilities/Gas		26.41	
3.5.21.230			Utilities		2,311.19	
01837	CENTURYLINK	03/13/2023	Regular	0.00	520.52	79892
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
218201 0080497	Invoice	03/13/2023	MONTHLY PHONE BILL - 03/01/23	0.00	520.52	
1.5.21.220			Communications		38.51	
2.5.11.220			Communications		203.64	
2.5.21.220			Communications		53.61	
3.5.21.220			Communications		224.76	
03118	ESSENTIA HEALTH	03/13/2023	Regular	0.00	416.00	79893
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
800007619-02/2	Invoice	03/13/2023	GUARANTOR ACCT: 800007619	0.00	416.00	
1.5.21.290			Other Charges		158.00	
1.5.31.290			Other Charges		208.00	
2.5.11.290			Other Charges		25.00	
2.5.21.290			Other Charges		25.00	
03542	FORUM COMMUNICATIONS	03/13/2023	Regular	0.00	500.00	79894
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
MP3168200223	Invoice	03/13/2023	JOURNEYMAN LINEWORKER AD	0.00	500.00	
1.5.21.220			Communications		500.00	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03695	GOPHER STATE ONE-CALL	03/13/2023	Regular	0.00	14.85	79895
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3020109	Invoice	03/13/2023	GSOC TICKETS - 02/2023	0.00	14.85	
	1.5.21.240		Maintenance - Equipmen		8.91	
	2.5.21.240		Maintenance - Equipmen		5.94	
06244	MINNESOTA SOCIETY OF CPA'S	03/13/2023	Regular	0.00	355.00	79896
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
334561	Invoice	03/13/2023	CPA MEMBERSHIP: 4/1/23-3/31-24 / TOD	0.00	355.00	
	1.5.31.420		Dues & Subscriptions		213.00	
	2.5.31.420		Dues & Subscriptions		71.00	
	3.5.31.420		Dues & Subscriptions		71.00	
06268	MIXTURE WEB LLC	03/13/2023	Regular	0.00	640.00	79897
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
558885	Invoice	03/13/2023	WEBSITE SUPPORT / TRAINING	0.00	640.00	
	1.5.31.285		Consulting Services		320.00	
	2.5.31.285		Consulting Services		128.00	
	3.5.31.285		Consulting Services		128.00	
	4.5.31.285		Consulting Services		64.00	
06600	MOTOROLA SOLUTIONS, INC	03/13/2023	Regular	0.00	478.80	79898
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8281553394	Invoice	03/13/2023	MICROPHONES/IMPRESS - 3.5MM JACK	0.00	478.80	
	1.5.21.220		Communications		287.28	
	2.5.21.220		Communications		95.76	
	3.5.11.220		Communications		95.76	
07143	NORTHLAND FIRE PROTECTION	03/13/2023	Regular	0.00	1,685.00	79899
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
52825	Invoice	03/13/2023	SERVICE & RECERT OF FIRE SUPPRESS SYS	0.00	1,685.00	
	3.5.11.240		Maintenance - Equipmen		1,685.00	
07339	ONLINE INFORMATION SERVICES, INC.	03/13/2023	Regular	0.00	189.44	79900
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1173959	Invoice	03/13/2023	ONLINE UTILITY EXCHANGE REPORT: 02/2	0.00	189.44	
	1.5.31.290		Other Charges		113.66	
	2.5.31.290		Other Charges		37.89	
	3.5.31.290		Other Charges		37.89	
08410	SCR-NORTHERN	03/13/2023	Regular	0.00	13,212.44	79901
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
W43345	Invoice	03/13/2023	CHEM CLEAN, FLUSH AND REFILL BOILER	0.00	13,212.44	
	3.5.11.250		Maintenance - Buildings		13,212.44	
09728	WASTE PARTNERS	03/13/2023	Regular	0.00	1,555.56	79902

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
32X00119	Invoice	03/13/2023	TRASH/RECYCLING SERVICE: ACCT # 2420	0.00	1,555.56	
	1.5.21.270		Cleaning & Waste Remov		115.82	
	1.5.31.270		Cleaning & Waste Remov		57.91	
	2.5.21.270		Cleaning & Waste Remov		57.91	
	2.5.31.270		Cleaning & Waste Remov		57.91	
	3.5.11.270		Cleaning & Waste Remov		341.63	
	3.5.21.270		Cleaning & Waste Remov		866.63	
	4.5.11.270		Cleaning & Waste Remov		57.75	
09925	WEX HEALTH, INC	03/13/2023	Regular	0.00	28.00	79903
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001700616-IN	Invoice	03/13/2023	MONTHLY COBRA BILLING: 02/2023	0.00	28.00	
	1.5.31.285		Consulting Services		28.00	
09948	WIDSETH SMITH NOLTING & ASSOC., INC	03/13/2023	Regular	0.00	993.00	79904
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
222128	Invoice	03/13/2023	MASTER LIFT STATION BYPASS IMPROVEM	0.00	993.00	
	3.1.4011		Construction In Progress		993.00	
00760	BLACKRIDGE BANK	03/15/2023	Regular	0.00	68.75	79907
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000890	Invoice	03/16/2023	EE/ER HSA CONTRIBUTION [REDACTED]	0.00	68.75	
	1.2.1311		Withheld from Salaries		68.75	
01190	BREMER BANK	03/15/2023	Regular	0.00	200.00	79908
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000891	Invoice	03/16/2023	EE/ER HSA CONTRIBUTION [REDACTED]	0.00	200.00	
	1.2.1311		Withheld from Salaries		200.00	
02815	DEERWOOD BANK	03/15/2023	Regular	0.00	264.58	79909
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000892	Invoice	03/16/2023	EE/ER HSA CONTRIBUTION-See enclosed I	0.00	264.58	
	1.2.1311		Withheld from Salaries		208.33	
	2.2.1311		Withheld from Salaries		56.25	
06025	HEALTH EQUITY INC.	03/15/2023	Regular	0.00	41.67	79910
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000893	Invoice	03/16/2023	EE/ER HSA CONTRIBUTION [REDACTED]	0.00	41.67	
	1.2.1311		Withheld from Salaries		6.25	
	2.2.1311		Withheld from Salaries		35.42	
04365	IBEW	03/15/2023	Regular	0.00	4,445.99	79911
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000896	Invoice	03/16/2023	MONTHLY DUES - IBEW # 31	0.00	4,445.99	
	1.2.1311		Withheld from Salaries		2,383.98	
	2.2.1311		Withheld from Salaries		1,417.64	
	3.2.1311		Withheld from Salaries		596.99	
	4.2.1311		Withheld from Salaries		47.38	
05150	MMFCU	03/15/2023	Regular	0.00	4,162.09	79912

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0000894	Invoice	03/16/2023	EE/ER HSA CONTRIBUTION - Emailed List	0.00	4,162.09	
	1.2.1311		Withheld from Salaries		1,662.54	
	2.2.1311		Withheld from Salaries		1,226.87	
	3.2.1311		Withheld from Salaries		785.46	
	4.2.1311		Withheld from Salaries		487.22	
09575	USW SECRETARY TREASURER	03/15/2023	Regular	0.00	249.24	79913
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0000897	Invoice	03/16/2023	UD-BW 1.45 / LU#9230 - UNIT 09 - USW	0.00	240.94	
	4.2.1311		Withheld from Salaries		240.94	
INV0000898	Invoice	03/16/2023	UD-HRS / LU#9230 - UNIT 09- USW	0.00	8.30	
	4.2.1311		Withheld from Salaries		8.30	
04569	INTERNAL REVENUE SERVICE	03/17/2023	Regular	0.00	45,279.94	79914
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8038T-2017A-03/	Invoice	03/17/2023	City of Brainerd, MN, 41-6005001, 8038-T	0.00	45,279.94	
	1.4.3.90		Interest Revenue		45,279.94	
00337	AMERICAN WELDING & GAS INC	03/20/2023	Regular	0.00	76.56	79915
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
09154636	Invoice	03/20/2023	CYLINDER RENTAL INVOICE	0.00	76.56	
	1.5.21.360		Other Commodities		45.94	
	2.5.21.360		Other Commodities		30.62	
00504	AUTOMATIC SYSTEMS CO	03/20/2023	Regular	0.00	47,698.00	79916
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
040063	Invoice	03/20/2023	SCADA COMPUTER / WIRELESS ACCESS P	0.00	47,698.00	
	3.1.4011		Construction In Progress		47,698.00	
00730	BERT'S TRUCK EQUIPMENT OF MOORHEAD	03/20/2023	Regular	0.00	97.77	79917
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
S96771	Invoice	03/20/2023	WING RETURN SPRING/NEWER PLOWS /	0.00	97.77	
	1.5.21.240		Maintenance - Equipmen		39.11	
	1.5.31.240		Maintenance - Equipmen		19.55	
	2.5.21.240		Maintenance - Equipmen		19.55	
	2.5.31.240		Maintenance - Equipmen		19.56	
00820	BOLTON & MENK, INC.	03/20/2023	Regular	0.00	5,012.50	79918
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0308045	Invoice	03/20/2023	BIOSOLIDS SYSTEM REVIEW - 01/21/23-0	0.00	1,631.00	
	3.1.4011		Construction In Progress		1,631.00	
0308046	Invoice	03/20/2023	BIOSOLIDS DEWATERING PROJ - 01/21/23	0.00	744.00	
	3.1.4011		Construction In Progress		744.00	
0308048	Invoice	03/20/2023	COPPER COUPON PILOT TESTING - 01/21/	0.00	2,637.50	
	2.1.4011		Construction In Progress		2,637.50	
01890	CHARTER COMMUNICATIONS	03/20/2023	Regular	0.00	63.34	79919

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0008279030223	Invoice	03/20/2023	TV SERVICE: 03/2023	0.00	63.34	
	1.5.31.220		Communications		38.00	
	2.5.31.220		Communications		25.34	
03275	FASTENAL COMPANY	03/20/2023	Regular	0.00	177.48	79920
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
MNBAX259266	Invoice	03/20/2023	1/4" 28 HSS SP TAP	0.00	6.38	
	3.5.11.360		Other Commodities		6.38	
MNBAX259928	Invoice	03/20/2023	HOSE CLAMP RACK / 190-AL TYPE 420BR-	0.00	171.10	
	2.5.11.360		Other Commodities		171.10	
10221	HYTEC CONSTRUCTION	03/20/2023	Regular	0.00	1,901.30	79921
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13464	Invoice	03/20/2023	FRONT ENTRY WINDOW INSTALL - BPU SE	0.00	1,901.30	
	1.5.21.250		Maintenance - Buildings		760.52	
	1.5.31.250		Maintenance - Buildings		380.26	
	2.5.21.250		Maintenance - Buildings		380.26	
	2.5.31.250		Maintenance - Buildings		380.26	
04613	JACO ANALYTICAL, INC.	03/20/2023	Regular	0.00	51.45	79922
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
E3BS59	Invoice	03/20/2023	OIL SAMPLES	0.00	51.45	
	1.5.21.275		Testing & Monitoring		51.45	
05005	KEVIN H. KIEHLBAUCH	03/20/2023	Regular	0.00	25.50	79923
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3/7/23-3/9/23-P	Invoice	03/20/2023	PARKING REIMBURSEMENT FOR 2023 MR	0.00	25.50	
	3.5.11.460		Travel/Conferences/Scho		25.50	
05168	KURITA AMERICA INC.	03/20/2023	Regular	0.00	32,054.73	79924
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV738816	Invoice	03/20/2023	KURIFLOC	0.00	32,054.73	
	3.5.11.360		Other Commodities		32,054.73	
05335	LAKES AREA MAT SERVICE II, INC	03/20/2023	Regular	0.00	98.84	79925
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20230206	Invoice	03/20/2023	MAT/TOWEL SERVICE	0.00	49.42	
	1.5.21.270		Cleaning & Waste Remov		7.41	
	2.5.21.270		Cleaning & Waste Remov		4.94	
	3.5.11.270		Cleaning & Waste Remov		37.07	
20230220	Invoice	03/20/2023	MAT/TOWEL SERVICE	0.00	49.42	
	1.5.21.270		Cleaning & Waste Remov		7.41	
	2.5.21.270		Cleaning & Waste Remov		4.94	
	3.5.11.270		Cleaning & Waste Remov		37.07	
05976	MIDWEST MACHINERY CO.	03/20/2023	Regular	0.00	977.82	79926
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9496679	Invoice	03/20/2023	SPROCKET COVER/ 20" & 14" BARS/SAW C	0.00	977.82	
	1.5.21.240		Maintenance - Equipmen		977.82	
06125	MINNESOTA DEPT OF COMMERCE	03/20/2023	Regular	0.00	3,949.17	79927

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1000049091	Invoice	03/20/2023	INDIRECT ASSESSMENT: 4TH QTR 2023	0.00	3,949.17	
	1.2.1013		CIP Payable		3,049.78	
	1.5.31.440		License/Taxes/Permits		899.39	
06200	MPCA	03/20/2023	Regular	0.00	14,350.00	79928
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10000159403	Invoice	03/20/2023	MPCA - WWT INDIVIDUAL ANNUAL PERM	0.00	14,350.00	
	3.1.1711		Prepaid expenses		14,350.00	
06790	NAPA AUTO PARTS BAXTER	03/20/2023	Regular	0.00	2,092.18	79929
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
583195	Invoice	03/20/2023	FLEET PADS/ROTOR - FA 1026	0.00	556.48	
	1.5.21.240		Maintenance - Equipmen		556.48	
583464	Invoice	03/20/2023	BRAKE ROTOR - FA 1026	0.00	319.63	
	1.5.21.240		Maintenance - Equipmen		319.63	
583541	Invoice	03/20/2023	NAPA OIL SEAL/FEMALE TORX SET - FA 10	0.00	137.11	
	1.5.21.240		Maintenance - Equipmen		137.11	
584766	Invoice	03/20/2023	BATTERY/DEPOSIT - UNIVERSAL U JOINT -	0.00	170.25	
	1.5.21.240		Maintenance - Equipmen		102.15	
	2.5.21.240		Maintenance - Equipmen		68.10	
585620	Invoice	03/20/2023	UNIVERSAL U-JOINT/AIR FILTER - FA 3062	0.00	32.21	
	1.5.21.240		Maintenance - Equipmen		19.33	
	2.5.21.240		Maintenance - Equipmen		12.88	
585866	Invoice	03/20/2023	COMPRESSOR LINE REPAIR - FA 2013	0.00	41.77	
	2.5.21.240		Maintenance - Equipmen		41.77	
587811	Invoice	03/20/2023	THREAD LOCKER	0.00	24.23	
	1.5.21.240		Maintenance - Equipmen		14.54	
	2.5.21.240		Maintenance - Equipmen		9.69	
588024	Invoice	03/20/2023	SENSOR - FA 2013	0.00	653.97	
	2.5.21.240		Maintenance - Equipmen		653.97	
588207	Invoice	03/20/2023	FILTER KIT/ECO ATF LOW VISCOSITY - FA 2	0.00	156.53	
	2.5.21.240		Maintenance - Equipmen		156.53	
09200	TEREX GLOBAL GMBH	03/20/2023	Regular	0.00	42.49	79930
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5004345681	Invoice	03/20/2023	SIDE COVER - FA 1038	0.00	42.49	
	1.5.21.240		Maintenance - Equipmen		42.49	
10040	TEST-RIGHT, LLC	03/20/2023	Regular	0.00	650.00	79931
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
178	Invoice	03/20/2023	TEST BLANKET/HOODS/COVER	0.00	650.00	
	1.5.21.275		Testing & Monitoring		650.00	
10188	XTONA	03/20/2023	Regular	0.00	400.00	79932
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9411	Invoice	03/20/2023	Monthly IT Billing: 03/2023	0.00	400.00	
	1.5.31.265		Annual Maintenance Agr		200.00	
	2.5.31.265		Annual Maintenance Agr		80.00	
	3.5.31.265		Annual Maintenance Agr		80.00	
	4.5.31.265		Annual Maintenance Agr		40.00	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00105	ACE HARDWARE-BRAINERD	03/23/2023	Regular	0.00	31.71	79933
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
313261/1	Invoice	03/23/2023	Fuse	0.00	7.68	
	1.5.21.310		Small Tools & Supplies		7.68	
313264/1	Invoice	03/23/2023	Fuse/Battery	0.00	24.03	
	1.5.21.360		Other Commodities		24.03	
00315	AMERICAN STEEL INC	03/23/2023	Regular	0.00	375.36	79934
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
114144	Invoice	03/23/2023	Tubing	0.00	375.36	
	2.5.11.310		Small Tools & Supplies		375.36	
00340	ARAMARK UNIFORM SERVICES	03/23/2023	Regular	0.00	93.36	79935
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2530114371	Invoice	03/23/2023	WORK UNIFORMS	0.00	31.12	
	1.5.21.270		Cleaning & Waste Remov		18.67	
	2.5.21.270		Cleaning & Waste Remov		12.45	
2530116934	Invoice	03/23/2023	WORK UNIFORMS	0.00	31.12	
	1.5.21.270		Cleaning & Waste Remov		18.67	
	2.5.21.270		Cleaning & Waste Remov		12.45	
2530119470	Invoice	03/23/2023	WORK UNIFORMS	0.00	31.12	
	1.5.21.270		Cleaning & Waste Remov		18.67	
	2.5.21.270		Cleaning & Waste Remov		12.45	
00670	BARR ENGINEERING CO	03/23/2023	Regular	0.00	9,624.50	79936
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23181016.06-13	Invoice	03/23/2023	WORK ORDER 6: BRD HYDRO ELEC PROJE	0.00	9,624.50	
	4.1.4011		Construction In Progress		893.00	
	4.5.31.285		Consulting Services		8,731.50	
00698	BAYCOM, INC.	03/23/2023	Regular	0.00	3,255.00	79937
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
EQUIPINV_04260	Invoice	03/23/2023	CF-33 DOCKS	0.00	3,255.00	
	1.5.31.267		IT System Expenses		1,953.00	
	2.5.31.267		IT System Expenses		1,302.00	
00735	BEST OIL COMPANY	03/23/2023	Regular	0.00	2,404.10	79938
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4305	Invoice	03/23/2023	GAS	0.00	874.80	
	1.5.21.320		Motor Fuels & Lubricants		524.88	
	2.5.21.320		Motor Fuels & Lubricants		174.96	
	3.5.11.320		Motor Fuels & Lubricants		174.96	
4306	Invoice	03/23/2023	DIESEL	0.00	695.60	
	1.5.21.320		Motor Fuels & Lubricants		417.36	
	2.5.21.320		Motor Fuels & Lubricants		139.12	
	3.5.11.320		Motor Fuels & Lubricants		139.12	
44249	Invoice	03/23/2023	INVOICED: DIESEL/GAS	0.00	833.70	
	1.5.21.320		Motor Fuels & Lubricants		500.22	
	2.5.21.320		Motor Fuels & Lubricants		166.74	
	3.5.11.320		Motor Fuels & Lubricants		166.74	
00825	BORDER STATES ELECTRIC	03/23/2023	Regular	0.00	4,751.14	79939

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
925865718	Invoice	03/23/2023	PUR SAFETY HARNESS WW	0.00	2,574.09	
	3.5.11.315		Personal Protection Equip		470.51	
	3.5.11.315		Personal Protection Equip		470.51	
	3.5.11.315		Personal Protection Equip		692.05	
	3.5.11.315		Personal Protection Equip		470.51	
	3.5.11.315		Personal Protection Equip		470.51	
925882289	Invoice	03/23/2023	PUR SAFETY GLASSES	0.00	150.58	
	1.5.21.315		Personal Protection Equip		150.58	
925897742	Invoice	03/23/2023	INV ELEC HARDWARE	0.00	433.00	
	1.1.1611		Inventories		433.00	
925921723	Invoice	03/23/2023	INV EU MISC ELEC	0.00	1,398.00	
	1.1.1611		Inventories		1,398.00	
925960417	Invoice	03/23/2023	PUR HASTING 06-186 CANISTER FOR HV-	0.00	195.47	
	1.5.21.310		Small Tools & Supplies		195.47	
00827	BOSS SUPPLY OF JANESVILLE, INC.	03/23/2023	Regular	0.00	504.99	79940
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
36980	Invoice	03/23/2023	SPREADER - HITCH ASSEMBLY	0.00	504.99	
	3.5.11.240		Maintenance - Equipmen		504.99	
00982	BRAINERD HYDRAULICS & AIR	03/23/2023	Regular	0.00	380.51	79941
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
27316	Invoice	03/23/2023	HOSE - FA 4238	0.00	380.51	
	1.5.21.240		Maintenance - Equipmen		228.31	
	2.5.21.240		Maintenance - Equipmen		152.20	
00982	BRAINERD HYDRAULICS & AIR	03/23/2023	Regular	0.00	-380.51	79941
10008	Braun Intertec	03/23/2023	Regular	0.00	1,545.00	79942
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
8334364	Invoice	03/23/2023	BRAINERD WTR TANKS - SERVICES THRU 0	0.00	1,545.00	
	2.1.4011		Construction In Progress		1,545.00	
02002	CITY OF BAXTER	03/23/2023	Regular	0.00	964.96	79943
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
007335-000-03/1	Invoice	03/23/2023	STORMWATER - ACCT# 007335-000	0.00	964.96	
	1.5.31.440		License/Taxes/Permits		192.99	
	2.5.31.440		License/Taxes/Permits		192.99	
	3.5.11.440		License/Taxes/Permits		578.98	
02025	CITY OF BRAINERD	03/23/2023	Regular	0.00	6,782.01	79944
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
23-0002970	Invoice	03/23/2023	JAN 2023 RATWICK, ROSZAK & MALONEY	0.00	1,237.50	
	1.5.31.285		Consulting Services		742.50	
	2.5.31.285		Consulting Services		247.50	
	3.5.31.285		Consulting Services		247.50	
23-0002974	Invoice	03/23/2023	HILDI INVOICE #14442- ACTUARIAL VALUA	0.00	1,702.45	
	1.5.31.285		Consulting Services		1,021.47	
	2.5.31.285		Consulting Services		340.49	
	3.5.31.285		Consulting Services		340.49	
23-0002998	Invoice	03/23/2023	Q1 2023 BILLING	0.00	3,842.06	
	1.2.1311		Withheld from Salaries		2,183.05	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	1.5.31.430	Employee Benefits	Q1 2023 BILLING		1,659.01	
02870	DIVERSIFIED POWER SERVICES, INC.	03/23/2023	Regular	0.00	79,778.40	79945
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
191106-505	Invoice	03/23/2023	PUR DPS 7500KVA XFRMR SUBSTATION ST	0.00	79,778.40	
	1.1.4011		Construction In Progress		79,778.40	
03180	EVOLVING SOLUTIONS, INC.	03/23/2023	Regular	0.00	81,898.00	79946
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
201149	Invoice	03/23/2023	HPE NIMBLE ALLETRA 6030 W/ 5 YR SUPP	0.00	81,898.00	
	1.1.4011		Construction In Progress		49,138.80	
	2.1.4011		Construction In Progress		16,379.60	
	3.1.4011		Construction In Progress		16,379.60	
03282	FERGUSON WATERWORKS #2518	03/23/2023	Regular	0.00	4,794.40	79947
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
00508033	Invoice	03/23/2023	INV WATER 1.25" X 8 STANDPIPE	0.00	1,167.80	
	2.1.1611		Inventories		1,167.80	
0499247	Invoice	03/23/2023	INV FERGUSON COUPLERS 3RD ORDER	0.00	536.55	
	2.1.1611		Inventories		536.55	
0507990	Invoice	03/23/2023	PUR PACER #30 CROSSARMS	0.00	872.90	
	2.5.21.310		Small Tools & Supplies		872.90	
0507994	Invoice	03/23/2023	INV FERGUSON COUPLERS 3RD ORDER	0.00	426.25	
	2.1.1611		Inventories		426.25	
0508089	Invoice	03/23/2023	INV GATE BOX PARTS	0.00	1,790.90	
	2.1.1611		Inventories		643.30	
	2.1.1611		Inventories		1,147.60	
03495	FLAHERTY & HOOD, P.A.	03/23/2023	Regular	0.00	2,418.75	79948
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
19057	Invoice	03/23/2023	NPDES PERMIT ISSUES	0.00	2,418.75	
	3.1.4011		Construction In Progress		2,418.75	
03501	FLOW CONTROL AUTOMATION, INC.	03/23/2023	Regular	0.00	1,423.00	79949
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
IN1540	Invoice	03/23/2023	PUR BUTTERFLY VALVE	0.00	1,423.00	
	2.1.4011		Construction In Progress		213.00	
	2.1.4011		Construction In Progress		1,210.00	
03557	FRONTIER ENERGY, INC.	03/23/2023	Regular	0.00	9,909.81	79950
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
191361	Invoice	03/23/2023	CIP SERVICES - 02/2023	0.00	9,259.44	
	1.2.1013		CIP Payable		9,259.44	
191416	Invoice	03/23/2023	GRANT WRITING - SERVICES 02/01/23-02	0.00	650.37	
	1.5.31.285		Consulting Services		650.37	
03666	GENERATOR POWER SYSTEMS, LLC	03/23/2023	Regular	0.00	6,866.85	79951
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
26298	Invoice	03/23/2023	PUR WW SW 6TH ST EMERGENCY STAND	0.00	6,866.85	
	3.1.4011		Construction In Progress		6,866.85	
03699	GRAINGER	03/23/2023	Regular	0.00	679.94	79952

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9635926026	Invoice	03/23/2023	GRINDING SAFETY WHEEL GUARD	0.00	48.79	
1.5.21.310	Small Tools & Supplies	GRINDING SAFETY WHEEL GUAR	48.79			
9638533001	Invoice	03/23/2023	AIR HOSE	0.00	105.90	
1.5.21.240	Maintenance - Equipmen	AIR HOSE	105.90			
9638830704	Invoice	03/23/2023	FIRST AID SUPPLIES	0.00	104.28	
2.5.11.360	Other Commodities	FIRST AID SUPPLIES	104.28			
9646502329	Invoice	03/23/2023	FIRST AID SUPPLIES	0.00	28.55	
1.5.21.360	Other Commodities	FIRST AID SUPPLIES	11.42			
2.5.21.360	Other Commodities	FIRST AID SUPPLIES	5.71			
3.5.11.360	Other Commodities	FIRST AID SUPPLIES	5.71			
4.5.11.360	Other Commodities	FIRST AID SUPPLIES	5.71			
9646631508	Invoice	03/23/2023	FIRST AID SUPPLIES	0.00	45.80	
1.5.21.360	Other Commodities	FIRST AID SUPPLIES	18.32			
2.5.21.360	Other Commodities	FIRST AID SUPPLIES	9.16			
3.5.11.360	Other Commodities	FIRST AID SUPPLIES	9.16			
4.5.11.360	Other Commodities	FIRST AID SUPPLIES	9.16			
9646843368	Invoice	03/23/2023	FIRST AID SUPPLIES	0.00	346.62	
1.5.21.360	Other Commodities	FIRST AID SUPPLIES	138.65			
2.5.21.360	Other Commodities	FIRST AID SUPPLIES	69.32			
3.5.11.360	Other Commodities	FIRST AID SUPPLIES	69.32			
4.5.11.360	Other Commodities	FIRST AID SUPPLIES	69.33			
05335	LAKES AREA MAT SERVICE II, INC	03/23/2023	Regular	0.00	101.90	79953
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20230306	Invoice	03/23/2023	MAT/TOWEL SERVICE	0.00	49.42	
1.5.21.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	7.41			
2.5.21.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	4.94			
3.5.11.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	37.07			
20230320	Invoice	03/23/2023	MAT/TOWEL SERVICE	0.00	52.48	
1.5.21.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	7.87			
2.5.21.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	5.25			
3.5.11.270	Cleaning & Waste Remov	LAKES AREA MAT SERVICE II, INC	39.36			
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET	03/23/2023	Regular	0.00	1,414.28	79954
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
90370973	Invoice	03/23/2023	MONTHLY ENDPOINT FEE: 03/2023	0.00	1,414.28	
1.5.31.265	Annual Maintenance Agr	MONTHLY END POINT FEE -	848.56			
2.5.31.265	Annual Maintenance Agr	MONTHLY ENDPOINT FEE	282.86			
3.5.31.265	Annual Maintenance Agr	MONTHLY ENDPOINT FEE	282.86			
05597	LIFE INSURANCE COMPANY	03/23/2023	Regular	0.00	249.88	79955
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
AI960327-04/202	Invoice	03/23/2023	ACCIDENT INS. COVERAGE: 04/2023 W/H	0.00	104.85	
1.2.1311	Withheld from Salaries	ACCIDENT INS. COVERAGE 03/2	104.85			
CI960338-04/202	Invoice	03/23/2023	CRITICAL ILL. COVERAGE: 04/2023 W/H 4/	0.00	125.25	
1.2.1311	Withheld from Salaries	CRITICAL ILL. COVERAGE: 03/20	125.25			
HC960740-04/20	Invoice	03/23/2023	HOSPITAL INSURANCE: 04/2023 W/H 4/1	0.00	19.78	
1.2.1311	Withheld from Salaries	HOSPITAL INSURANCE: COVER	19.78			
10220	MANDY SELISKER	03/23/2023	Regular	0.00	37.34	79956

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
03/09/23 - MILEA	Invoice	03/23/2023	REIMBURSE MILEAGE FOR 03/09 SOURCE	0.00	37.34	
	1.5.31.460		Travel/Conferences/Scho		22.40	
	2.5.31.460		Travel/Conferences/Scho		7.47	
	3.5.31.460		Travel/Conferences/Scho		7.47	
05948	MICROSOFT	03/23/2023	Regular	0.00	782.10	79957
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
E0200MJ167	Invoice	03/23/2023	ONLINE SERVICES: 03/2023	0.00	782.10	
	1.5.31.220		Communications		391.05	
	2.5.31.220		Communications		156.42	
	3.5.31.220		Communications		156.42	
	4.5.31.220		Communications		78.21	
06080	MILSOFT UTILITY SOLUTIONS	03/23/2023	Regular	0.00	5,327.44	79958
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20231209	Invoice	03/23/2023	WINDMIL & LIGHTTABLE SUPPORT 04/23-	0.00	5,327.44	
	1.1.1711		Prepaid expenses		5,327.44	
06266	MINNESOTA VALLEY	03/23/2023	Regular	0.00	919.60	79959
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1189614	Invoice	03/23/2023	TESTING	0.00	94.60	
	3.5.11.275		Testing & Monitoring		94.60	
1189615	Invoice	03/23/2023	TESTING	0.00	319.00	
	3.5.11.275		Testing & Monitoring		319.00	
1189794	Invoice	03/23/2023	TESTING	0.00	506.00	
	3.5.11.275		Testing & Monitoring		506.00	
06600	MOTOROLA SOLUTIONS, INC	03/23/2023	Regular	0.00	295.50	79960
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8281578738	Invoice	03/23/2023	CHARGERS/DESKTOP	0.00	295.50	
	1.5.21.220		Communications		177.30	
	2.5.21.220		Communications		59.10	
	3.5.11.220		Communications		59.10	
06200	MPCA	03/23/2023	Regular	0.00	345.00	79961
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10000160244	Invoice	03/23/2023	WWT GENERAL ANNUAL PERMIT FEE - 16	0.00	345.00	
	2.5.11.440		License/Taxes/Permits		345.00	
06201	MPCA	03/23/2023	Regular	0.00	23.00	79962
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
B-1599-2023 REN	Invoice	03/23/2023	KEVIN KIEHLBAUCH - WWT OP CERT RENE	0.00	23.00	
	3.5.11.440		License/Taxes/Permits		23.00	
06790	NAPA AUTO PARTS BAXTER	03/23/2023	Regular	0.00	279.89	79963
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
588495	Invoice	03/23/2023	SENSOR - SPEED - FA 2013	0.00	167.53	
	2.5.11.240		Maintenance - Equipmen		167.53	
588825	Invoice	03/23/2023	ECO ATF LOW VISCOSITY - FA 2013	0.00	112.36	
	2.5.11.240		Maintenance - Equipmen		112.36	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
10147	NATHAN WILLIAM DYKES	03/23/2023	Regular	0.00	729.30	79964
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
12393	Invoice	03/23/2023	CALIBRATE INFLUENT/EFFLUENT OCMS @	0.00	729.30	
3.5.11.240	Maintenance - Equipmen		CALIBRATE INFLUENT/EFFLUENT		729.30	
06192	NCPERS GROUP LIFE INS.	03/23/2023	Regular	0.00	128.00	79965
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
355600042023	Invoice	03/22/2023	NCPERS Group Life Ins. Unit # 355600 Cov	0.00	128.00	
1.2.1311	Withheld from Salaries		NCPERS Group Life Ins. Unit # 3		41.60	
2.2.1311	Withheld from Salaries		NCPERS Group Life Ins. Unit # 3		27.20	
3.2.1311	Withheld from Salaries		NCPERS Group Life Ins. Unit # 3		23.20	
4.2.1311	Withheld from Salaries		NCPERS Group Life Ins. Unit # 3		36.00	
07615	PIKE PLUMBING & HEATING OF BRD, INC	03/23/2023	Regular	0.00	644.01	79966
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
84107	Invoice	03/23/2023	BOILER TROUBLESHOOT/REPLACE	0.00	644.01	
2.5.11.250	Maintenance - Buildings		BOILER TROUBLESHOOT/REPLA		644.01	
08020	REGULATORY SOFTWARE SERVICES	03/23/2023	Regular	0.00	948.00	79967
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4/1/23-3/31/24 P	Invoice	03/23/2023	PCB MGR - MONTHLY USER FEE 04/01/23	0.00	948.00	
1.5.31.440	License/Taxes/Permits		PCB MGR - MONTHLY USER FEE		948.00	
08058	RESCO	03/23/2023	Regular	0.00	384.00	79968
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
888220-00	Invoice	03/23/2023	INV ELEC HARDWARE	0.00	384.00	
1.1.1611	Inventories		A Machine Bolts 5/8" x 8"		63.00	
1.1.1611	Inventories		A Eye Bolt 5/8" x 12"		150.00	
1.1.1611	Inventories		A CURVED WASHER 3" x 5/8" ho		171.00	
08380	SCHWEITZER ENGINEERING LABORATORIES, INC	03/23/2023	Regular	0.00	53,937.50	79969
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
55186	Invoice	03/23/2023	PUR HYDROGENERATOR RELAYING UPGR	0.00	53,937.50	
4.1.4011	Construction In Progress		SUBMITTAL OF FOR REVIEW AC		53,937.50	
08430	SHORT ELLIOT HENDRICKSON, INC	03/23/2023	Regular	0.00	6,314.01	79970
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
443237	Invoice	03/23/2023	PROJECT 157774 - 2MG STORAGE & BW T	0.00	6,314.01	
2.1.4011	Construction In Progress		PROJECT 157774 - 2MG STORAG		6,314.01	
09663	VIKING ELECTRIC SUPPLY, INC	03/23/2023	Regular	0.00	1,104.10	79971
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5006702591.001	Invoice	03/23/2023	BULBS/FUSE PULLER	0.00	1,010.72	
3.5.11.240	Maintenance - Equipmen		BULBS/FUSE PULLER		1,010.72	
5006702591.002	Invoice	03/23/2023	SINGLE TWIN TUBES	0.00	68.82	
3.5.11.240	Maintenance - Equipmen		SINGLE TWIN TUBES		68.82	
5006738761.001	Invoice	03/23/2023	SUPER REFLEX T5	0.00	24.56	
1.5.21.360	Other Commodities		SUPER REFLEX T5		24.56	
00982	BRAINERD HYDRAULICS & AIR	03/23/2023	Regular	0.00	380.51	79972

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
27316	Invoice	03/23/2023	HOSE - FA 4238	0.00	380.51	
	1.5.21.240		Maintenance - Equipmen		228.31	
	2.5.21.240		Maintenance - Equipmen		152.20	
			Total Regular:	0.00	583,447.37	

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
06171	MN DEPT OF REVENUE	02/28/2023	Bank Draft	0.00	1,506.99	DFT0000391
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
12/2022 Sales Tx-	Invoice	02/28/2023	SALES TAX DRAFT - 12/2022 Amended	0.00	1,506.99	
	1.2.1411		Sales Tax Payable		1,506.99	
06120	MN CHILD SUPPORT PAYMENT CENTER	03/03/2023	Bank Draft	0.00	186.43	DFT0000392
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000862	Invoice	03/03/2023	EMPLOYEE WITHHOLDING-D. Ferrari	0.00	186.43	
	1.2.1311		Withheld from Salaries		186.43	
03075	EMPOWER-DC	03/03/2023	Bank Draft	0.00	7,942.82	DFT0000395
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000875	Invoice	03/03/2023	MNDCP	0.00	7,942.82	
	1.2.1311		Withheld from Salaries		484.31	
	1.2.1311		Withheld from Salaries		4,185.39	
	1.2.1311		Withheld from Salaries		14.99	
	1.2.1311		Withheld from Salaries		298.39	
	2.2.1311		Withheld from Salaries		231.12	
	2.2.1311		Withheld from Salaries		1,669.71	
	2.2.1311		Withheld from Salaries		5.00	
	3.2.1311		Withheld from Salaries		761.32	
	3.2.1311		Withheld from Salaries		5.01	
	4.2.1311		Withheld from Salaries		287.58	
03076	EMPOWER-HCSP	03/03/2023	Bank Draft	0.00	2,532.00	DFT0000396
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000876	Invoice	03/03/2023	EMPLOYEE WITHHOLDINGS	0.00	2,532.00	
	1.2.1311		Withheld from Salaries		781.27	
	1.2.1311		Withheld from Salaries		411.20	
	2.2.1311		Withheld from Salaries		557.45	
	2.2.1311		Withheld from Salaries		131.82	
	3.2.1311		Withheld from Salaries		165.21	
	3.2.1311		Withheld from Salaries		212.98	
	4.2.1311		Withheld from Salaries		188.30	
	4.2.1311		Withheld from Salaries		83.77	
07908	PERA	03/03/2023	Bank Draft	0.00	26,727.87	DFT0000397
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0000877	Invoice	03/03/2023	PERA W/H & MATCH	0.00	26,727.87	
	1.2.1311		Withheld from Salaries		12,511.82	
	2.2.1311		Withheld from Salaries		6,942.16	
	3.2.1311		Withheld from Salaries		3,897.93	
	4.2.1311		Withheld from Salaries		3,375.96	
04569	INTERNAL REVENUE SERVICE	03/03/2023	Bank Draft	0.00	47,779.57	DFT0000398

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000878	Invoice	03/03/2023	Federal Tax W/H, Medicare, FICA	0.00	47,779.57	
	1.2.1311		Withheld from Salaries		10,466.76	
	1.2.1311		Withheld from Salaries		9,304.30	
	1.2.1311		Withheld from Salaries		2,447.96	
	2.2.1311		Withheld from Salaries		5,780.48	
	2.2.1311		Withheld from Salaries		4,884.10	
	2.2.1311		Withheld from Salaries		1,351.88	
	3.2.1311		Withheld from Salaries		3,246.22	
	3.2.1311		Withheld from Salaries		759.16	
	3.2.1311		Withheld from Salaries		2,738.31	
	4.2.1311		Withheld from Salaries		2,897.84	
	4.2.1311		Withheld from Salaries		3,224.90	
	4.2.1311		Withheld from Salaries		677.66	
06164	MN DEPT OF REVENUE	03/03/2023	Bank Draft	0.00	8,559.42	DFT0000399
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000879	Invoice	03/03/2023	STATE W/H	0.00	8,559.42	
	1.2.1311		Withheld from Salaries		3,919.97	
	2.2.1311		Withheld from Salaries		2,146.64	
	3.2.1311		Withheld from Salaries		1,212.78	
	4.2.1311		Withheld from Salaries		1,280.03	
09213	THE HARTFORD - LIFE INSURANCE	03/03/2023	Bank Draft	0.00	1,046.43	DFT0000400
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
874756223521	Invoice	03/03/2023	Life Insurance - Basic/Voluntary: 03/2023	0.00	1,046.43	
	1.2.1311		Withheld from Salaries		747.42	
	1.5.31.430		Employee Benefits		299.01	
00230	AFLAC	03/07/2023	Bank Draft	0.00	362.26	DFT0000401
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
023463	Invoice	03/07/2023	W/H 03/31 & 04/14	0.00	362.26	
	1.2.1311		Withheld from Salaries		362.26	
09675	VSP INSURANCE CO	03/07/2023	Bank Draft	0.00	152.36	DFT0000402
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
817427281	Invoice	03/07/2023	COVERAGE PERIOD: 03/2023 W/H 03/03	0.00	152.36	
	1.2.1311		Withheld from Salaries		152.36	
02717	CULLIGAN	03/07/2023	Bank Draft	0.00	98.86	DFT0000403
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
150-01059575-02	Invoice	03/07/2023	150-01059575-2 Service Center	0.00	98.86	
	1.5.21.290		Other Charges		31.74	
	1.5.31.290		Other Charges		27.58	
	2.5.21.290		Other Charges		21.16	
	2.5.31.290		Other Charges		18.38	
02717	CULLIGAN	03/07/2023	Bank Draft	0.00	90.60	DFT0000404
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
150-10024107-7-	Invoice	03/07/2023	150-10024107-7 Hydro	0.00	90.60	
	4.5.11.290		Other Charges		90.60	
02325	COLONIAL LIFE & ACCIDENT	03/07/2023	Bank Draft	0.00	146.10	DFT0000405

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
81817860317108	Invoice	03/07/2023	WITHHELD 3/31 & 4/14	0.00	146.10	
	1.2.1311		Withheld from Salaries		146.10	
02978	EBSO	03/07/2023	Bank Draft	0.00	81,878.60	DFT0000406
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9004-081586-200	Invoice	03/07/2023	HEALTH INSURANCE W/H 3/3 & 317	0.00	81,878.60	
	1.1.1313		Accounts Receivable -		243.67	
	1.2.1311		Withheld from Salaries		10,442.65	
	1.5.31.432		Health Insurance		65,655.99	
	1.5.31.432		Health Insurance		5,536.29	
06120	MN CHILD SUPPORT PAYMENT CENTER	03/17/2023	Bank Draft	0.00	186.43	DFT0000407
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000888	Invoice	03/17/2023	EMPLOYEE WITHHOLDING - D. FERRARI	0.00	186.43	
	1.2.1311		Withheld from Salaries		186.43	
03075	EMPOWER-DC	03/17/2023	Bank Draft	0.00	8,112.24	DFT0000410
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000899	Invoice	03/17/2023	MNDP	0.00	8,112.24	
	1.2.1311		Withheld from Salaries		585.21	
	1.2.1311		Withheld from Salaries		4,184.48	
	1.2.1311		Withheld from Salaries		14.99	
	1.2.1311		Withheld from Salaries		373.41	
	2.2.1311		Withheld from Salaries		1,648.52	
	2.2.1311		Withheld from Salaries		224.62	
	2.2.1311		Withheld from Salaries		4.99	
	3.2.1311		Withheld from Salaries		740.10	
	3.2.1311		Withheld from Salaries		5.02	
	4.2.1311		Withheld from Salaries		330.90	
03076	EMPOWER-HCSP	03/17/2023	Bank Draft	0.00	2,532.00	DFT0000411
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000900	Invoice	03/17/2023	EMPLOYEE WITHHOLDINGS	0.00	2,532.00	
	1.2.1311		Withheld from Salaries		411.18	
	1.2.1311		Withheld from Salaries		783.36	
	2.2.1311		Withheld from Salaries		131.82	
	2.2.1311		Withheld from Salaries		556.59	
	3.2.1311		Withheld from Salaries		165.20	
	3.2.1311		Withheld from Salaries		213.67	
	4.2.1311		Withheld from Salaries		83.80	
	4.2.1311		Withheld from Salaries		186.38	
07908	PERA	03/17/2023	Bank Draft	0.00	25,766.71	DFT0000412
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000901	Invoice	03/17/2023	PERA W/H & MATCH	0.00	25,766.71	
	1.2.1311		Withheld from Salaries		12,258.15	
	2.2.1311		Withheld from Salaries		6,668.38	
	3.2.1311		Withheld from Salaries		3,798.23	
	4.2.1311		Withheld from Salaries		3,041.95	
04569	INTERNAL REVENUE SERVICE	03/17/2023	Bank Draft	0.00	45,842.38	DFT0000413

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000902	Invoice	03/17/2023	Federal Tax W/H, Medicare, FICA	0.00	45,842.38	
	1.2.1311		Withheld from Salaries		10,195.16	
	1.2.1311		Withheld from Salaries		9,094.09	
	1.2.1311		Withheld from Salaries		2,384.42	
	2.2.1311		Withheld from Salaries		5,520.20	
	2.2.1311		Withheld from Salaries		4,681.11	
	2.2.1311		Withheld from Salaries		1,291.12	
	3.2.1311		Withheld from Salaries		3,142.00	
	3.2.1311		Withheld from Salaries		2,755.24	
	3.2.1311		Withheld from Salaries		734.78	
	4.2.1311		Withheld from Salaries		2,598.86	
	4.2.1311		Withheld from Salaries		2,837.70	
	4.2.1311		Withheld from Salaries		607.70	
06164	MN DEPT OF REVENUE	03/17/2023	Bank Draft	0.00	8,121.24	DFT0000414
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000903	Invoice	03/17/2023	STATE W/H	0.00	8,121.24	
	1.2.1311		Withheld from Salaries		3,786.61	
	2.2.1311		Withheld from Salaries		2,031.81	
	3.2.1311		Withheld from Salaries		1,169.19	
	4.2.1311		Withheld from Salaries		1,133.63	
00472	AT&T MOBILITY	03/23/2023	Bank Draft	0.00	715.59	DFT0000415
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287260682523X0	Invoice	03/23/2023	AT & T MONTHLY BILL: 03/2023	0.00	715.59	
	1.5.31.220		Communications		357.80	
	2.5.31.220		Communications		143.12	
	3.5.31.220		Communications		143.12	
	4.5.31.220		Communications		71.55	
00472	AT&T MOBILITY	03/23/2023	Bank Draft	0.00	1,213.98	DFT0000416
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287302792515X0	Invoice	03/23/2023	AT & T MONTHLY BILL/FIRST NET: 03/202	0.00	1,213.98	
	1.5.31.220		Communications		606.99	
	2.5.31.220		Communications		242.80	
	3.5.31.220		Communications		242.80	
	4.5.31.220		Communications		121.39	
01190	BREMER BANK	03/23/2023	Bank Draft	0.00	15,922.37	DFT0000417

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02/24/2023-CC D	Invoice	03/23/2023	02/24/23 BREMER CC STATEMENT	0.00	15,922.37	
	1.5.21.240	Maintenance - Equipmen	02/24/23 BREMER CC STATEME		191.20	
	1.5.21.310	Small Tools & Supplies	02/24/23 BREMER CC STATEME		1,718.90	
	1.5.21.360	Other Commodities	02/24/23 BREMER CC STATEME		67.41	
	1.5.21.460	Travel/Conferences/Scho	02/24/23 BREMER CC STATEME		615.13	
	1.5.31.220	Communications	02/24/23 BREMER CC STATEME		35.00	
	1.5.31.267	IT System Expenses	02/24/23 BREMER CC STATEME		5.37	
	1.5.31.370	Office Supplies	02/24/23 BREMER CC STATEME		30.42	
	1.5.31.420	Dues & Subscriptions	02/24/23 BREMER CC STATEME		117.99	
	1.5.31.460	Travel/Conferences/Scho	02/24/23 BREMER CC STATEME		89.40	
	2.5.11.310	Small Tools & Supplies	02/24/23 BREMER CC STATEME		1,363.11	
	2.5.11.360	Other Commodities	02/24/23 BREMER CC STATEME		219.96	
	2.5.21.240	Maintenance - Equipmen	02/24/23 BREMER CC STATEME		430.56	
	2.5.21.310	Small Tools & Supplies	02/24/23 BREMER CC STATEME		326.12	
	2.5.21.315	Personal Protection Equip	02/24/23 BREMER CC STATEME		199.99	
	2.5.21.360	Other Commodities	02/24/23 BREMER CC STATEME		38.18	
	2.5.31.370	Office Supplies	02/24/23 BREMER CC STATEME		10.14	
	2.5.31.460	Travel/Conferences/Scho	02/24/23 BREMER CC STATEME		29.80	
	3.5.11.240	Maintenance - Equipmen	02/24/23 BREMER CC STATEME		952.22	
	3.5.11.275	Testing & Monitoring	02/24/23 BREMER CC STATEME		89.89	
	3.5.11.310	Small Tools & Supplies	02/24/23 BREMER CC STATEME		1,272.12	
	3.5.11.360	Other Commodities	02/24/23 BREMER CC STATEME		19.55	
	3.5.11.460	Travel/Conferences/Scho	02/24/23 BREMER CC STATEME		664.00	
	3.5.31.370	Office Supplies	02/24/23 BREMER CC STATEME		10.14	
	3.5.31.460	Travel/Conferences/Scho	02/24/23 BREMER CC STATEME		29.80	
	4.5.11.240	Maintenance - Equipmen	02/24/23 BREMER CC STATEME		7,366.90	
	4.5.11.320	Motor Fuels & Lubricants	02/24/23 BREMER CC STATEME		24.01	
	4.5.11.360	Other Commodities	02/24/23 BREMER CC STATEME		5.06	
01655	CANON FINANCIAL SERVICES, INC	03/23/2023	Bank Draft	0.00	598.10	DFT0000418
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
30208469	Invoice	03/23/2023	Canon Invoice - Contract Charge	0.00	598.10	
	1.2.2840	Capital Lease Payable	03/14/22 Canon Invoice		228.79	
	1.5.31.480	Interest Expense	03/14/22 Canon Invoice		130.07	
	2.2.2840	Capital Lease Payable	03/14/22 Canon Invoice		76.26	
	2.5.31.480	Interest Expense	03/14/22 Canon Invoice		43.36	
	3.2.2840	Capital Lease Payable	03/14/22 Canon Invoice		76.26	
	3.5.31.480	Interest Expense	03/14/22 Canon Invoice		43.36	
02455	CTC	03/23/2023	Bank Draft	0.00	1,212.15	DFT0000419
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
21175433	Invoice	03/23/2023	MONTHLY BILL: 03/12/2023	0.00	1,212.15	
	1.5.31.220	Communications	CTC		667.31	
	2.5.31.220	Communications	CTC		222.43	
	3.5.31.220	Communications	CTC		222.43	
	4.5.11.220	Communications	CTC		99.98	
02809	DEARBORN LIFE INSURANCE COMPANY	03/23/2023	Bank Draft	0.00	557.43	DFT0000420
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
F019504-2-04/20	Invoice	03/23/2023	COVERAGE: 04/01/2023 W/H 4/14 & 04/	0.00	557.43	
	1.2.1311	Withheld from Salaries	COVERAGE: 04/01/2023 W/H 4/		557.43	
06171	MN DEPT OF REVENUE	03/23/2023	Bank Draft	0.00	94,721.00	DFT0000421

Check Report

Date Range: 02/24/2023 - 03/23/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02/2023-SALES T	Invoice	03/23/2023	SALES TAX DRAFT: 02/2023	0.00	94,721.00	
	1.2.1411		Sales Tax Payable		91,937.00	
	2.2.1411		Water Sales Tax Payable		2,784.00	
07640	PITNEY BOWES, INC.	03/23/2023	Bank Draft	0.00	3,500.00	DFT0000422
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
03/14/23-POSTA	Invoice	03/23/2023	POSTAGE REFILL	0.00	3,500.00	
	1.5.31.220		Communications		2,100.00	
	2.5.31.220		Communications		700.00	
	3.5.31.220		Communications		700.00	
09961	XCEL ENERGY	03/23/2023	Bank Draft	0.00	5,872.97	DFT0000423
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
819162218	Invoice	03/23/2023	Xcel Energy - Service Center/WWT	0.00	5,872.97	
	1.5.21.230		Utilities		1,317.47	
	1.5.31.230		Utilities/Gas		658.73	
	2.5.21.230		Utilities/Gas		658.73	
	2.5.31.230		Utilities/Gas		658.73	
	3.5.11.230		Utilities		2,579.31	
Total Bank Draft:				0.00	393,884.90	

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	171	108	0.00	583,827.88
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-380.51
Bank Drafts	29	29	0.00	393,884.90
EFT's	4	4	0.00	997,102.34
	204	142	0.00	1,974,434.61

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	171	108	0.00	583,827.88
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-380.51
Bank Drafts	29	29	0.00	393,884.90
EFT's	4	4	0.00	997,102.34
	204	142	0.00	1,974,434.61

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	2/2023	1,506.99
9	POOLED CASH CONTROL	3/2023	1,972,927.62
			1,974,434.61



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

Brainerd Public Utilities Finance Director Report March 28, 2023

December 2022 Financial Report

See attached December 31, 2022, Financial Statement after all year-end JEs.

January and February 2023 Financial Report

Will have available for April board meeting.

2022 Audit

Audit presentation to be made at April 25th board meeting.

Electric Cost of Service Study

Results of cost of service are anticipated to be presented at the April board meeting.

Frontier Energy (FE)

Continue to work on researching grant opportunities for several projects planned in the field of grid hardening, grid resilience, hydro generation, and EV.

Significant CIP projects finalized this month include:

- None reported for the month of March.

Purpose of 14th Amendment to Market Based Rate Full Requirements Agreement with AEP

Purpose of Amendment is to lock-in energy pricing for the Planning Year 6/1/31 to 5/31/32 at anticipated price of \$45.25 per MWh. If BPU waited until a future date to lock-in price it would be significantly higher. Obtaining the pricing of approximately \$45.25 per MWh for the 31/32 Planning Year would require the pricing for the years 24/25 through 30/31 be adjusted upward from \$41.75 to \$45.25 per MWh. This Amendment would keep BPU's energy rates stable until May 31, 2032 (almost 10 years from today).

HR Director's BPU Report – see attached report.

Next Board Meeting – April 25, 2023

Rotary Park Project Areas

Total acres 11.25
Foot path: 3.5 acres
Native seed areas: 7.75 acres
Local sourced plugs Facw: 2400
Local sourced plugs Facu: 1200

MISSISSIPPI RIVER

KEY

Color	Description
-------	-------------

Pale blue	10 ft wide foot path
Yellow dotted line	Weed control outside trail
Green dotted line	Weed control inside trail
Red dotted line	Seed bank project area
Blue textured fill	Facw species
Green textured fill	Facu species
Blue/white fill	Obligate species

Buffalo Creek

N

0 100 200 400 Feet

Date Saved: 9/29/2017 4:40:27 PM

Created by: Beth Hippert
Crow Wing SWCD
322 Laurel St. Suite 22
Brainerd, MN 56401
218-828-6197

March 10, 2023

PUBLIC UTILITIES WORK GROUP REPORT

Present: Council Member Kara Terry, BPU Commissioners Dolly Matten and Mark O'Day, City Administrator Jennifer Bergman, HR Director Kris Schubert and HR Assistant Brittney Boser.

DISCUSSIONS/ACTIONS:

1. **Organizational Structure and Consider Flaherty & Hood's Recommendations** - The organizational structure of the Brainerd Public Utilities Department was discussed. After reviewing the recommendation from Flaherty & Hood, the Work Group believes that Brainerd Public Utilities Department should be under the direction of one Department Head. This position should be titled "Public Utilities Director". The Public Utilities Director will oversee the entire department including all division supervisors and employees.
2. **Public Utilities Director Job Description** - A draft Public Utilities Director job description was reviewed. Attached is the final version that the Work Group recommends for BPU Commission and Council consideration. Please note the Job Description will still be subject to review and may change in the near future as Flaherty and Hood will be recommending we utilize a new job description format template as part of its Classification and Compensation Study recommendations.
3. **Recommended Job Posting Process** - The Work Group recommends utilizing an internal-only process. Per our Employee Policy Manual, all positions must be posted for at least three working days; therefore, the recommendation was to post the Public Utilities Director position starting Wednesday, April 5 and through 4:30 pm on Monday, April 10th.

4. Proposed Public Utilities Director Promotional Process Schedule:

- a. **BPU Commission - March 28th meeting:** Review and recommend approval to the City Council of the attached Public Utilities Director job description and proposed internal-only job posting process as recommended by the Work Group.
- b. **City Council - April 3rd meeting:** Consider the Work Group and/or BPU Commission's recommendation(s) as noted in 4a.
- c. **Internal Job Posting Timeframe:** April 5 – April 10.
- d. **Work Group Conduct Interviews - Proposed dates are April 14 or 17.**
- e. **BPU Commission - April 25th meeting** – Receive the Work Group's promotional and next steps recommendations. Commission to provide recommendations to the City Council.
- f. **City Council - May 1st meeting** – Consider the Work Group and BPU Commission's recommendations from 4e.

/ks

C: Public Utilities Director Job Description



Public Utilities Director

Department: Brainerd Public Utilities (BPU)

FLSA Status: Exempt

General Definition of Work

Provides leadership and direction relating to the Brainerd Public Utilities (BPU) Department municipal utilities systems including electric distribution and hydro generation, water treatment and distribution, and wastewater treatment facilities. Requires a high degree of communication skills to establish and maintain a positive and productive work environment. Work is performed under the supervision of the City Administrator with oversight and guidance from the Brainerd Public Utilities Commission. Exercises general and administrative supervision over all BPU employees either directly or through supervisory staff.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Supervises all BPU Department staff directly or indirectly through department supervisors including training, inspecting and assigning work, developing staff schedules, coaching, and counseling; conducts performance evaluations; disciplines when needed in accordance with City policies; oversees and/or participates in the selection of employees; recommends hiring and terminating personnel to the City Administrator with final determination by the City Council.
- Plans, organizes and administers the BPU Department to meet the goals and objectives established by the BPU Commission; confers with supervisors regarding work priorities, operating policies and problems, and field operation issues.
- Oversees the Department's operation including personnel, equipment, programs, methods and facilities to ensure BPU customers promptly receive reliable and efficient service.
- Performs administrative activities including capital budget preparation and report review with a basic understanding of utility accounting.
- Evaluates potential projects, programs, and services to determine feasibility and impact on utility operations and makes recommendations to Commission; Oversees cost-of-service and rate design studies for BPU.
- Prepares and analyzes quotes and bids for products and services; recommends selection of firms or individuals to provide products and services; executes or recommends execution of contracts to Commission for approval.
- Develops and issues administrative rules, policies and procedures necessary to ensure proper functioning of the BPU Department.
- Negotiates long-term Purchase Power Agreements with power provider and service territory boundary agreements subject to Commission approval.
- Responds to concerns, issues, complaints, and questions from the public and employees; mediates disputes and resolves issues as appropriate.
- Provides information to State agencies and the public regarding utility operations; Has coordination responsibilities with supervisors, City staff, consultants, neighboring power and utility agencies, Township officials, County Engineer, Minnesota Department of Transportation Engineers, Minnesota Department of Health (MDH), Minnesota Public Utilities Commission (MPUC), and Minnesota Pollution Control Agency (MPCA) staff; Works with Federal Energy Regulatory Commission (FERC) on hydro dam license requirements.
- Maintains active membership in local, state, and national associations in order to remain current on issues and trends of the industry and improve effectiveness of the utility's management.
- Assists with bargaining unit agreement negotiations as needed.
- Attends and participates in all Commission meetings and other official meetings as needed.
- Performs other duties as assigned or when necessary.

Public Utilities Director

Page 2

Knowledge, Skills and Abilities

- Strong interpersonal, oral, and written communications skills.
- Ability to effectively formulate and execute Commission policies and programs to ensure successful and efficient operations that support strategic initiatives.
- Supervise staff and delegate work; Is a team builder with the ability to coach, mentor, and develop all direct reports.
- Strong knowledge of codes and regulations including Minnesota state rules and statutes, MPCA, MDH, MPUC, and FERC.
- Sound understanding of information technology and experience with appropriately investing in capital equipment.
- Proficient in the use of PC's and relevant business software.
- Strong leadership skills including problem solving and decision making.
- Fundamentals of electricity and electric substation operation.
- Maintenance and repair knowledge of hydraulic, mechanical and electrical systems.
- Methods, materials and equipment used in electrical underground and overhead construction, hydroelectric plant generation, water treatment and distribution, and wastewater treatment.
- Principles and practices of civil engineering; Basic understanding of GIS/AutoCad drafting software.
- Ability to read equipment manuals, construction plans and specifications, policy manuals, letters and regulations.

Education, Experience and Special Requirements

- Bachelor's degree in public administration, business, engineering or an equivalent field.
- Five (5) years of senior level management municipal and/or utility related experience of which two (3) years of experience must be as a department manager or supervisor.
- An equivalent combination of education and experience may be considered as determined by the City Administrator.
- Valid MN driver's license.
- Utility supervisory experience is highly desirable.

Physical Requirements

This work requires the regular exertion of up to 10 pounds and force and the occasional exertion of up to 25 pounds of force; work regularly requires speaking or hearing and using hands to finger, handle or feel, frequently requires sitting and occasionally requires standing, walking, climbing or balancing, reaching with hands and arms, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating office equipment, operating motor vehicles or engineering equipment and observing general surroundings and activities; work occasionally requires working near moving mechanical parts, exposure to fumes or airborne particles, outdoor weather conditions, and vibration.

For the most part, work will be done in a typical office environment with ambient room temperatures, lighting and traditional office equipment. The noise level is usually moderate. The duties of this position may require occasional exposure to operations areas where personal protective equipment such as hard hats, safety glasses or hearing protection is required.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Last Revised: March 10, 2023



February 27, 2023

BPU Commission Commissioners

VIA EMAIL

**Re: Interim Job Classification and Compensation Study Recommendations on
BPU Top-Level Organization**

Dear BPU Commissioners,

We are currently conducting a job classification and compensation study for the City of Brainerd (City). The City and Brainerd Public Utilities (BPU) Commission requested that we provide an interim recommendation on the reorganization of BPU's top-level employee(s) due to the upcoming retirement of the BPU Secretary/Finance Director. This correspondence constitutes our interim recommendations.

1. Background

Currently, the top job classifications for the BPU Department are as follows:

- Secretary/Finance Director
 - Responsible for guiding the financial and administrative functions for BPU.
 - Works under the administrative oversight of the Brainerd Public Utilities Commission (Commission).
 - Along with Superintendent, exercises general and administrative supervision over all BPU employees either directly or through supervisory staff.
- Superintendent Of Utilities
 - Provides leadership and direction in matters relating to the construction, operation, maintenance and repair of the municipal utilities systems including electric distribution and hydro generation, water treatment and distribution, and wastewater treatment facilities.
 - Works under the administrative oversight of the Brainerd Public Utilities Commission (Commission).
 - Along with BPU Secretary/Finance Director, exercises general and administrative supervision over all BPU employees either directly or through supervisory staff.

Organizational and structural changes were made to BPU by and through the amendment to the City Charter that became effective in January 2022.

Flaherty and Hood, P.A. reviewed documentation, analysis, and feedback from City administration and considered industry practices for municipal utility departments and City-wide department structures and job classifications (i.e., titles). Flaherty and Hood, P.A. did not consider nor is making any recommendations related to individual employees.

2. Recommendations

Based on the above-background, Flaherty and Hood, P.A. recommends to reorganize BPU's top-level job classifications, in summary, as follows:

- A. Replace the Superintendent of Utilities job classification with Public Utilities Director job classification:
 - i. This job classification would be directly supervised by the City Administrator with oversight and guidance from the BPU Commission
 - ii. This job classification would directly supervise the top job classifications in each Public Utilities division (Finance, Electric Operations, Water Operations, Wastewater Operations)
- B. Modify the Secretary/Finance Director job classification to be Finance Supervisor:
 - i. This job classification would be supervised by the Public Utilities Director
 - ii. This job classification would directly supervise finance and administrative job classifications
 - iii. This job classification would no longer supervise operational job classifications
- C. Further changes to BPU's organizational structure may arise from the results of Job Classification and Compensation Study.

Please contact us at (651) 225-8840 or via email at rtparker@flaherty-hood.com if you have any further questions related to this study.

We look forward to continuing to conduct the complete study for the City!

Very truly yours,

/s/
Brandon M. Fitzsimmons
Shareholder Attorney

/s/
Rachel T. Parker
Human Resource Analyst

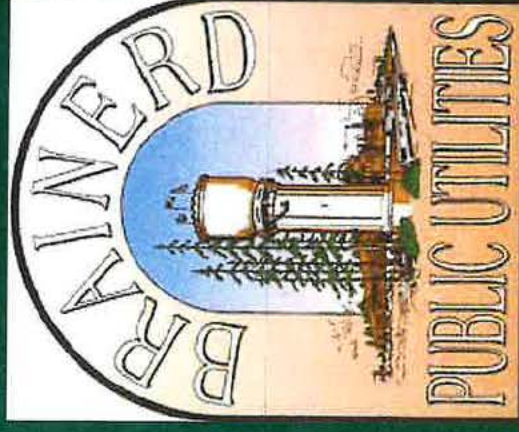
Brainerd Public Utilities

Copper Corrosion Study

Paul Saffert, PE



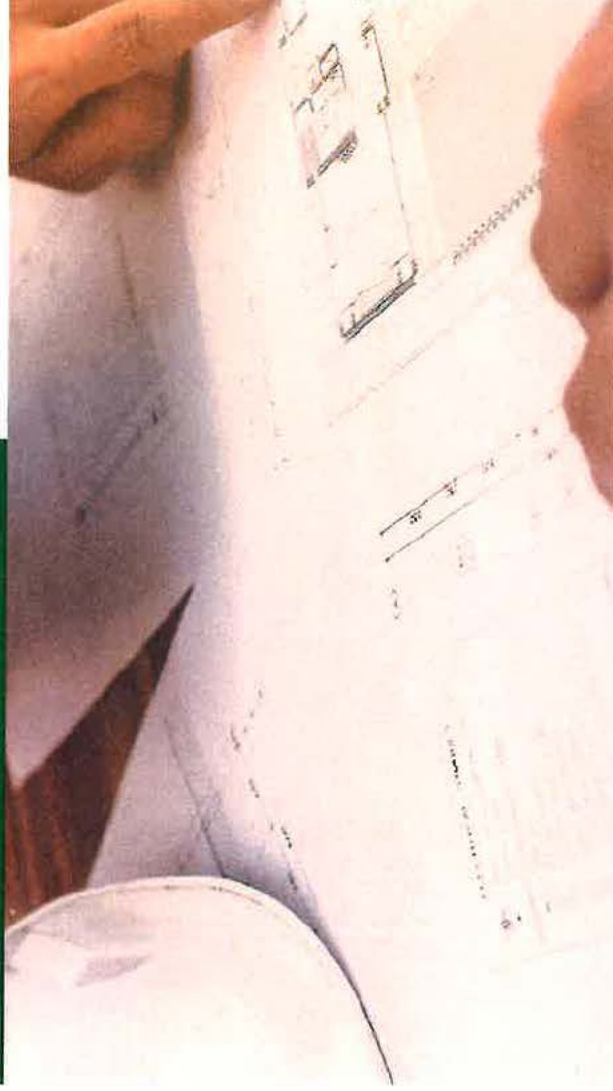
Real People. Real Solutions.



Introduction



- History of Copper at BPU
- MDH Requirements
- Results of the Study
- Water Treatment Alternatives



History of Copper in BPU Water



Treated water exceeded action level of 1.3 mg/L



System requires Tier 2 sampling quantity and frequency



Eating or drinking excessive copper can cause headaches, vomiting, liver damage, stomach cramps, and kidney disease.



Wastewater biosolids have high copper concentrations

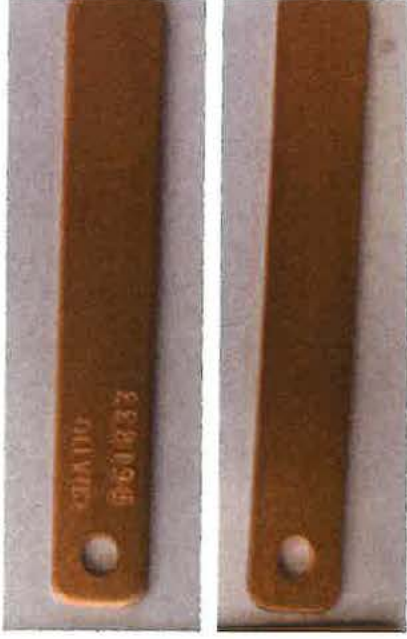


Baker-Miller.com

MDH and EPA Implementation Schedule

MDH Implementation Schedule Beginning November 2023	
Task	Month #
BPU Formally Submit Plan	0
MDH to approve BPU Plan	6
Submit Plans/Initiate Operations to MDH	24
BPU continues copper sampling	36
MDH review of BPU plan implementation	42
Copper compliance achieved	42+

Copper Corrosion Study



- Determine the chemistry of the finished BPU water
- Continuously exposed multiple copper samples to BPU water to monitor corrosivity
- Results indicated BPU finished water was corrosive and adjusting water chemistry was beneficial
- Develop treatment alternatives

Lessons In Water Chemistry

- BPU finished water is high in alkalinity, dissolved carbon, and low in pH
- This trifecta results in copper corrosion
- Altering the water chemistry can affect corrosivity and water hardness
- Goal: Water Chemistry Balance



Water Treatment Options



Chemical Addition

- pH Control
- Chemical Addition
- Add Disinfectant



Centralized Softening

- Lime – Softening
- Reverse Osmosis



Chemical Addition

Advantages:

- Low capital cost
- Quick implementation
- Minimal infrastructure upgrades

Disadvantages:

- Does not replace aging infrastructure
- Extremely high precipitation potential
- Additional pilot testing required
- Requires partial softening prior to caustic addition



Bolton Water.com

Centralized Softening

Advantages:

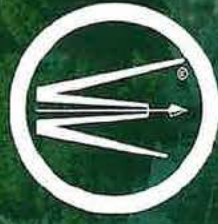
- Will meet copper limits
- Soft water for all consumers
- Replaces aging infrastructure
- Eliminates or reduces in-home softeners and salt usage

Disadvantages:

- High capital cost
- Staff training
- More intensive operation



Questions?



**BOLTON
& MENK**

Real People. Real Solutions.

Bolton-Menk.com



Laborer

Department: Brainerd Public Utilities (BPU)

FLSA Status: Non-Exempt

General Definition of Work

Performs work on a wide variety of manual tasks of a nature requiring some skill or special knowledge acquired through work experience including tasks for all BPU facilities and assisting BPU crews in the field. Work is performed under the general supervision of the Accounting Supervisor.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Performs unskilled to limited-skilled duties in the construction, alteration, maintenance, and repair of BPU facilities and systems.
- Performs a variety of maintenance activities including but not limited to custodial, groundskeeping, and building maintenance duties.
- Assists as a laborer in all BPU departments.
- Assists in the maintenance and repair of machinery and equipment as requested.
- May assist in reading utility meters.
- Performs related tasks as assigned.

Knowledge, Skills and Abilities

- Good working knowledge of cleaning methods, materials and equipment; methods, tools, and equipment used in repair and maintenance work including carpentry and plumbing.
- Ability to understand hazards associated with a variety of cleaning supplies.
- General knowledge of grounds keeping methods, simple horticulture practices and proper use of related equipment and tools.
- General knowledge of building utilities, electrical and mechanical plant operations.
- Thorough knowledge of the occupational hazards of the work and necessary safety precautions to comply with BPU and OSHA safety requirements.
- Ability to operate forklift.
- Ability to establish and maintain effective relationships with customers, co-workers, supervisors and the public.

Education, Experience and Special Requirements

- High school diploma or GED.
- Minnesota Class A commercial driver's license with tanker endorsement or ability to obtain within one year of hire.
- Three years of facilities and grounds maintenance experience or equivalent combination of education and experience.
- Forklift Certification or ability to obtain within six months of hire.

Physical Requirements

This work requires the regular exertion of up to 25 pounds of force, frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work requires standing, walking and using hands to finger, handle or feel and occasionally requires speaking or hearing, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work requires standard, close, and distance vision; vocal communication is required for expressing or exchanging ideas; operation of motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions including exposure to extreme hot and cold; work is generally in a moderate noise location (business office with office equipment and light traffic).

Last Revised: April 20, 2020

Annual Cogeneration Filings and Report for Brainerd Public Utilities Commission

Schedule Filing 1 – Average Retail Utility Energy Rate

Schedule Filing 4 – Avoided Cost Rate

Please see cogeneration rate schedule.

Schedule Filing 2 – Interconnection Contracts

Schedule Filing 3 – Interconnection Process and Technical Requirements

The Utility's adopted interconnection process (M-MIP), technical requirements, contracts and agreements can be viewed under the Distributed Energy Resource Document Library at

<https://www.novapowerportal.com/Home/Index/57>

Cogeneration Report

Please see the 2022 Cogeneration Report.

**BRAINERD PUBLIC UTILITIES
COGENERATION AND SMALL POWER PRODUCTION
RATE SCHEDULE**

AVAILABILITY

Available to all customers where the customer has qualified small power production or cogeneration facilities connected in parallel with the Utility's facilities. The customer is required to execute an Interconnection Agreement with the Utility. A Qualifying Facility (QF) is a cogeneration and small power production facility that satisfies the conditions in 18 Code of Federal Regulations, Section 292.101(b).

TYPE OF SERVICE

Alternating current, 60 hertz, at available secondary voltages.

RATE

The Utility shall pay the customer monthly for all energy furnished during the month at the rate shown in Section 1 - 4 below. Standby charges may apply to QF systems larger than 60 kW.

1. **Net Energy Billing:** Available to any QF of less than 40 kW capacity that do not select either the Roll Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

The Utility shall bill the qualifying facility for the excess of energy supplied by the Utility above energy supplied by the qualifying facility during each billing period according to the Utility's applicable retail rate schedule. The Utility shall pay the customer for the energy generated by the qualifying facility that exceeds that supplied by the Utility during a billing period as follows:

<u>Service Type</u>	<u>Average Retail Energy Rate</u>
Residential	\$ 0.0966 per kWh
Commercial	\$ 0.1137 per kWh
Small General Service	\$ 0.0933 per kWh
Medium General Service	\$ 0.0659 per kWh
Large General Service	\$ 0.0655 per kWh

2. **Roll Over Credits:** Available to any QF of less than 40 kW that do not select either Net Energy Billing, Simultaneous Purchase and Sale Billing or Time of Day rates.

Kilowatt-hours produced by the QF in excess of the monthly usage shall be supplied as an energy credit on the customer's energy bill, carried forward and applied to subsequent energy bills, with an annual true-up on December 31. Excess energy credits existing as of December 31 shall default back to the Utility with no compensation to the QF.

3. Simultaneous Purchase and Sale Billing: Available to any QF of less than 40 kW capacity that do not select or qualify for either the Net Energy Billing, Roll Over Credits or Time of Day rates and does not receive a time of day retail electric service from the Utility.

Utility shall pay the customer for all energy delivered as follows:

Energy Payment (\$/kWh)	\$ 0.04375
Capacity Payment for Firm Power – On-Peak Only (\$/kW)	\$ 0.00

4. Time-of-Day Purchase Rate: Available to any QF of 100 kW capacity or less and available to QFs with capacity of more than 100 kW if firm power is provided.

Utility shall pay the customer for all energy delivered as follows:

On Peak Energy Payment (\$/kWh)	\$ 0.04375
Off Peak Energy Payment (\$/kWh)	\$ 0.04375
Capacity Payment for Firm Power – On-Peak Only (\$/kW)	\$ 0.00

TAXES

The rates set forth are based on currently effective taxes and the amount of any increase in existing or new taxes on the transmission, distribution or sale of electricity allocable to sales hereunder shall be added to the rates as appropriate to be paid by the customer.

Brainerd Public Utilities - Cogeneration Report

As of December 31, 2022

	Number of Systems		
	Solar	Wind	Total
0 - 5 KW	9	0	9
6 - 10 KW	6	0	6
11 - 20 kW	3	0	3
20 - 30 kW	0	0	0
30 - 40 kW	1	0	1
> 40 kW	0	0	0
Total	19	0	19
Withdrawn	0	0	0
Includes Storage	0	0	0
Decommissioned	0	0	0
Total Capacity (kW)	171.12	0	171.12

Estimate of Energy Produced		
Solar	203,730	kWh
Wind	-	kWh
Total	203,730	kWh

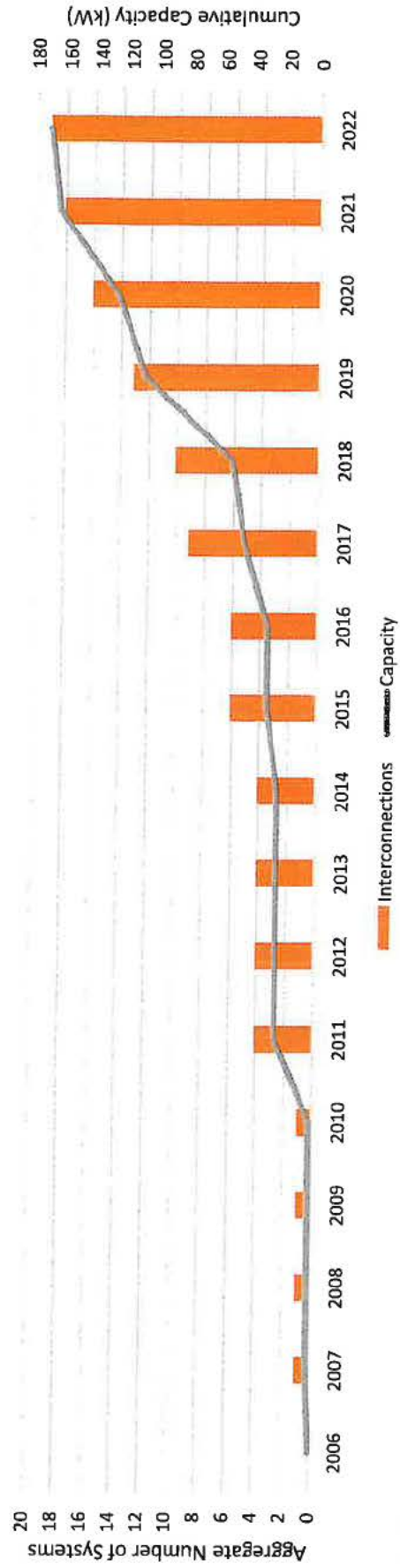
Notes:

There are no Wheeled Systems interconnected.

There are no systems on avoided cost.

All systems interconnected are on net metering rates.

DER Interconnections



Joseph J. Langel
Direct Phone: (612) 225-6837
jjl@ratwiklaw.com



March 15, 2023

Brad Chapulis
City Administrator-Clerk
13190 Memorywood Drive
Baxter, MN 56425

VIA E-MAIL – BChapulis@baxtermn.gov

RE: *Objection to Proposed Special Assessment – Improvement No. 4087*
Our File No. 4034-0212

Dear Mr. Chapulis:

Our office represents the City of Brainerd, owner of parcel numbers 40170601 and 40080712, both of which are used for operations of Brainerd Public Utilities (“BPU”), and both of which have been proposed for special assessment in relation to Improvement No. 4087. In accordance with Minn. Stat. § 429.061, subd. 1, the City of Brainerd hereby objects to the proposed special assessment.

The proposed assessment of parcel number 40170601 is \$59,135.87, and the proposed assessment of parcel number 40080712 is \$4,112.94, yet BPU derives no benefit whatsoever from the new access to Cypress Drive. Furthermore, installation of a roundabout does not improve BPU’s use of Highland Scenic Drive or in any way enhance BPU’s property.

“If a special assessment exceeds the special benefit, a taking has occurred.” *Apsengren v. City of Eagle Bend*, 2021 WL 772934, at *4 (Minn. App. Mar. 1, 2021) (citing *Ewert v. City of Winthrop*, 278 N.W.2d 545, 548 (Minn. 1979)). By filing this letter in advance of the March 16, 2023, meeting of the Baxter City of Council, the City of Brainerd hereby preserves all available objections, whether expressly stated herein or not, and reserves its right to appeal the assessment to the Crow Wing County District Court if its properties are assessed in the amounts proposed.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'J. C. Langel', is written over the typed name 'Joseph C. Langel'. Below the signature and name is the name 'Frank E. Langan'.

cc: Kelly Steele, Assistant City Administrator (via e-mail at KSteele@baxtermn.gov)
Scott Magnuson – BPU (via e-mail)
Jennifer Bergman – City of Brainerd (via e-mail)

Over 35 Years of Service

FOURTEENTH AMENDMENT TO
MARKET BASED RATE
FULL REQUIREMENTS AGREEMENT

This FOURTEENTH AMENDMENT ("Amendment") is dated as of March 28, 2023 ("Effective Date") by and between AEP Energy Partners, Inc. ("Company"), and the City of Brainerd, Minnesota, by and through the Brainerd Public Utilities ("Customer") (each individually a "Party," or collectively, the "Parties").

RECITALS

WHEREAS the Parties entered into a Market Based Rate Full Requirements Agreement dated January 4, 2016, as amended by that First Amendment dated April 26, 2016, that Second Amendment dated May 31, 2016, that Third Amendment dated June 23, 2017, that Fourth Amendment dated September 26, 2017, that Fifth Amendment dated July 31, 2018, that Sixth Amendment dated December 18, 2018; that Seventh Amendment dated June 3, 2019, that Eighth Amendment dated March 20, 2020; that Ninth Amendment dated September 29, 2020, that Tenth Amendment dated October 13, 2020, that Eleventh Amendment dated March 16, 2022, that Twelfth Amendment dated April 27, 2022; and that Thirteenth Amendment dated March 14, 2023 (collectively, the "Agreement"); and

WHEREAS the Parties desire to amend the Agreement to extend the Delivery Period through May 31, 2032, to adjust the Energy Prices to assist in phasing in cost increases, to address an additional solar agreement with AEP OnSite and to update Appendix B; and

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained in the Agreement including this Amendment thereto, the Parties hereby agree as follows:

I. Amendments.

A. Section 2.2 Delivery Period. The first sentence of Section 2.2 is deleted in its entirety and replaced with the following: "The Delivery Period shall commence on July 1, 2019 through May 31, 2032"

B. Section 3.1 Full Requirement Service.

The fourth paragraph, sub part (b) of Section 3.1 is deleted in its entirety and replaced with the following:

"up until May 31, 2031 the addition of any new load, whether composed of a single or multiple meter points, of 2,000 kW or more, for the period on and after June 1, 2031 the addition of any new load, whether composed of a single or multiple meter points, of 1,500 kW or more."

Insert at the end of the third paragraph of Section 3.1 the following:

"Company understands that Customer has entered into a solar agreement with Company's affiliate as of the Effective Date, comprised of a total nameplate of 1.375 MW-AC ("AEP OnSite Solar Phase II") that shall be separately metered. The Customer will apply all such generation output from the AEP OnSite Solar Phase II to reduce Customer's Retail Load. The expected Commercial Operations Date is on January 1, 2024 with an nameplate of 1.375 MW-AC and the expected annual production of 2,452 MWhs of the AEP OnSite Solar Phase II may change until such time as the solar agreement conditions precedent to construction are satisfied, waived or not satisfied. As of the Effective Date, it is expected that the AEP OnSite Solar Phase II will generate an hourly production shape in the form of the table attached as Schedule 2 hereto, such table is included only to address conditions precedent to construction of the AEP OnSite Solar Phase II. If the final expected solar shape or Commercial Operations Date materially varies from the amounts in the below table due to, changes in technical issues, volumes or timing on when such expected quantities come online, the number of solar panels or other configuration issues with the AEP OnSite Solar Phase II at the time the conditions precedent to construction are either satisfied, waived or not satisfied, the Company will evaluate the impact on the Energy Price, discuss with Customer, and prepare an amendment to this Agreement, such that the economic benefits remain as was anticipated at the time of the execution of this Amendment. For instance, for anticipated volumes associated with the AEP OnSite Solar Phase II has not gone to Commercial Operation Date by January 1, 2024, such quantities in Schedule 2 will

be invoiced at the hourly LMP until such time that the AEP OnSite Solar Phase II has reached a Commercial Operations Date.”

C. Section 3.3 Transmission Service. All reference to Appendix B in the Agreement for the period on and after the Effective Date (whether set forth in Section 3.3 or elsewhere in the Agreement), shall be deemed to refer to Appendix B attached to and made a part of this Amendment.

D. Section 4.2 Energy Charges. The Table in Section 4.2 is deleted in its entirety and replaced with the following table:

Billing Period	Energy Price
7/1/2019 – 5/31/2025	\$43.75/MWh
6/1/2025 – 5/31/2032	\$45.25/MWh ¹

Except as set forth above, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused their duly authorized representatives to execute this Amendment on their behalf as of the date first above written.

City of Brainerd, Minnesota
By and Through the Brainerd Public Utilities

AEP Energy Partners, Inc.

By: _____

By: _____

Name: Patrick Wussow

Name: Greg B. Hall

Title: Commission President

Title: President

¹ Subject to possible revision based on Section 3.1 provisions

APPENDIX B

RESPONSIBILITY FOR CHARGES AND CREDITS

	Charge Type	Billing Entity	MISO Designation	Responsibility	
				Customer	Company
1	Communications Charge	LBA		X	
2	Direct Assignment Facilities Charge	LBA		X	
3	Metering Service	LBA		X	
4	Day Ahead Market Administration Amount	MISO	DA_ADMIN	X	
5	Day Ahead Regulation Amount	MISO	DA_ASM_REG	X	
6	Day Ahead Spinning Reserve Amount	MISO	DA_ASM_SPIN	X	
7	Day Ahead Short-Term Reserve Amount	MISO	DA_ASM_STR	X	
8	Day Ahead Supplemental Reserve Amount	MISO	DA_ASM_SUPP	X	
9	Day Ahead Asset Energy Amount	MISO	DA_ASSET_EN		X
10	Day Ahead Financial Bilateral Transaction Congestion Amount	MISO	DA_FIN.CG		X
11	Day Ahead Financial Bilateral Transaction Loss Amount	MISO	DA_FIN.LS		X
12	Day Ahead Congestion Rebate on Carve-Out Grandfathered Agmnts	MISO	DA_GFACO_RBT.CG	X	
13	Day Ahead Losses Rebate on Carve-Out Grandfathered Agmnts	MISO	DA_GFACO_RBT.LS	X	
14	Day Ahead Congestion Rebate on Option B Grandfathered Agmnts	MISO	DA_GFAOB_RBT.CG	X	
15	Day Ahead Losses Rebate on Option B Grandfathered Agmnts	MISO	DA_GFAOB_RBT.LS	X	
16	Day Ahead Non-Asset Energy Amount	MISO	DA_NASSET_EN		X
17	Day Ahead Ramp Capability Amount	MISO	DA_RC.AMT	X	
18	Day Ahead Revenue Sufficiency Guarantee Distribution Amount	MISO	DA_RSG_DIST	X	
19	Day Ahead Revenue Sufficiency Guarantee Make Whole Payment Amt	MISO	DA_RSG.MWP	X	
20	Day Ahead Schedule 24 Allocation Amount	MISO	DA_SCHD_24.ALC	X	
21	Day Ahead Virtual Energy Amount	MISO	DA_VIRT_EN	X	
22	Financial Transmission Rights Market Administration Amount	MISO	FTR_ADMIN		X
23	Auction Revenue Rights Transaction Amount	MISO	FTR_ARR_ARR.TXN		X
24	Financial Transmission Rights Annual Transaction Amount	MISO	FTR_ARR_FTR.TXN		X
25	Auction Revenue Rights Infeasible Uplift Amount	MISO	FTR_ARR_INF.UPL		X
26	Auction Revenue Rights Stage 2 Distribution Amount	MISO	FTR_ARR_STG2_DIST		X
27	Financial Transmission Rights Full Funding Guarantee Amount	MISO	FTR_FFG		X
28	Financial Transmission Guarantee Uplift Amount	MISO	FTR_GUL		X
29	Financial Transmission Rights Hourly Allocation Amount	MISO	FTR_HR.ALC		X
30	Financial Transmission Rights Monthly Allocation Amount	MISO	FTR_MN.ALC		X
31	Financial Transmission Rights Monthly Transaction Amount	MISO	FTR_MO.TXN		X
32	Financial Transmission Rights Transaction Amount	MISO	FTR.TXN		X
33	Financial Transmission Rights Yearly Allocation Amount	MISO	FTR_YR.ALC		X
34	Real Time Market Administration Amount	MISO	RT_ADMIN	X	
35	Contingency Reserve Deployment Failure Charge Amount	MISO	RT_ASM_CRDFC	X	
36	Excessive Energy Amount	MISO	RT_ASM_EXE	X	
37	Real Time Excessive Deficient Energy Deployment Charge Amount	MISO	RT_ASM_EXE_DFE_DEP	X	
38	Net Regulation Adjustment Amount	MISO	RT_ASM_NREGA	X	
39	Non-Excessive Energy Amount	MISO	RT_ASM_NXE	X	
40	Real Time Regulation Amount	MISO	RT_ASM_REG	X	
41	Regulation Cost Distribution Amount	MISO	RT_ASM_REG_DIST	X	
42	Real Time Spinning Reserve Amount	MISO	RT_ASM_SPIN	X	
43	Spinning Reserve Cost Distribution Amount	MISO	RT_ASM_SPIN_DIST	X	
44	Real Time Supplemental Reserve Amount	MISO	RT_ASM_SUPP	X	
45	Supplemental Reserve Cost Distribution Amount	MISO	RT_ASM_SUPP_DIST	X	
46	Real Time Asset Energy Amount	MISO	RT_ASSET_EN		X
47	Real Time Demand Response Allocation Uplift Charge	MISO	RT_DRR.UPL	X	
48	Real Time Financial Bilateral Transaction Congestion Amount	MISO	RT_FIN.CG		X
49	Real Time Financial Bilateral Transaction Loss Amount	MISO	RT_FIN.LS		X
50	Real Time Congestion Rebate on Carve-Out Grandfathered Agmnts	MISO	RT_GFACO_RBT.CG	X	
51	Real Time Losses Rebate on Carve-Out Grandfathered Agmnts	MISO	RT_GFACO_RBT.LS	X	
52	Real Time Distribution of Losses Amount	MISO	RT_LOSS_DIST		X
53	Real Time Miscellaneous Amount	MISO	RT_MISC	X	
54	Real Time MVP Distribution Amount	MISO	RT_MVP_DIST	X	
55	Real Time Non-Asset Energy Amount	MISO	RT_NASSET_EN		X
56	Real Time Net Inadvertent Distribution Amount	MISO	RT_NI.DIST	X	
57	Real Time Price Volatility Make Whole Payment Amt	MISO	RT_PV.MWP	X	
58	Real Time Resource Adequacy Auction Amount	MISO	RT_RAA	X	
59	Real Time Revenue Neutrality Uplift Amount	MISO	RT_RNU	X	
60	Real Time Revenue Sufficiency Guarantee First Pass Dist Amount	MISO	RT_RSG_DIST1	X	
61	Real Time Revenue Sufficiency Guarantee Make Whole Payment Amt	MISO	RT_RSG.MWP	X	
62	Real Time Schedule 24 Allocation Amount	MISO	RT_SCHD_24.ALC	X	
63	Real Time Schedule 24 Distribution Amount	MISO	RT_SCHD_24.DIST	X	
64	Real Time Uninstructed Deviation Amount	MISO	RT_UD	X	
65	Real Time Virtual Energy Amount	MISO	RT_VIRT_EN	X	
66	Short-Term Reserve Cost Distribution Amount	MISO	RT_ASM_STR_DIST	X	
67	Short-Term Reserve Deployment Failure Charge Amount	MISO	RT_ASM_STRDFC	X	
68	Real Time Short-Term Reserve Amount	MISO	RT_ASM_STR	X	
69	Real Time Storage as Transmission Only Asset Amount	MISO	RT_SATOA	X	
70	Real Time Schedule 49 Cost Distribution Amount	MISO	RT_SCHD_49_DIST	X	
71	Real Time Ramp Capability Amount	MISO	RT_RC.AMT	X	

APPENDIX B
RESPONSIBILITY FOR CHARGES AND CREDITS
(continued)

	Charge Type	Billing Entity	MISO Designation	Responsibility	
				Customer	Company
72	Scheduling System Control and Dispatch Service	MISO	Schedule 1	X	
73	Reactive Supply And Voltage Control/Generation Sources Service	MISO	Schedule 2	X	
74	Regulation and Frequency Response Service – Moved to Ancillary Services Market effective January 6, 2009. Please refer to Market Settlements BPM or Market Settlements Calculation Guide (Formerly known as Attachment A)	MISO	Schedule 3	X	
75	Operating Reserve - Spinning Reserve Service – Moved to Ancillary Services Market effective January 6, 2009. Please refer to Market Settlements BPM or Market Settlements Calculation Guide (Formerly known as Attachment A)	MISO	Schedule 5	X	
76	Operating Reserve - Supplemental Reserve Service – Moved to Ancillary Services Market effective January 6, 2009. Please refer to Market Settlements BPM or Market Settlements Calculation Guide (Formerly known as Attachment A)	MISO	Schedule 6	X	
77	Long Term/Short Term Firm Point-to-Point Transmission Service	MISO	Schedule 7	X	
78	Non Firm Point-to-Point Transmission Service	MISO	Schedule 8	X	
79	Network Intergration Transmission Service	MISO	Schedule 9	X	
80	ISO Cost Recovery Adder – Demand	MISO	Schedule 10 - Demand	X	
81	ISO Cost Recovery Adder – Energy	MISO	Schedule 10 - Energy	X	
82	MISO Alternative Administrative Cost Adder	MISO	Schedule 10 - A	X	
83	Interim ISO Cost Recovery Adder	MISO	Schedule 10 - B	X	
84	Interim ISO Cost Recovery Adder	MISO	Schedule 10 - C	X	
85	ATSI and Eligible Customer Alternative 10 Admin Cost Adder	MISO	Schedule 10 - D	X	
86	DEO/DEK and Eligible Customer Alternative Schedule 10 Administrative Cost Adder	MISO	Schedule 10 - G	X	
87	FERC Annual Charges Recovery	FERC	Schedule 10 - FERC	X	
88	Wholesale Distribution Service	LBA	Schedule 11	X	
89	Gross Receipts Tax Adder	MISO	Schedule 12	X	
90	Regional Through and Out Rate – Effective February 2002 through January 2008	MISO	Schedule 14	X	
91	Sub-Regional Rate Adjustment – Effective October 2003 through September 2005	MISO	Schedule 18	X	
92	Zonal Transition Adjustment – Effective October 2003 through September 2005	MISO	Schedule 19	X	
93	Treatment of Station Power	MISO	Schedule 20	X	
94	Interim SECA Charge Applicable to PJM Entities – Effective December 2004 through March 2006	MISO	Schedule 21	X	
95	SECA charges to MISO zones, subzones, and Customers – Effective December 2004 through March 2006	MISO	Schedule 22	X	
96	Recovery of Schedule 10 Costs from Certain GFAs including Schedule 23-FERC	MISO	Schedule 23	X	
97	Network Upgrade Charge from Transmission Expansion Plan	MISO	Schedule 26	X	
98	Multi-Value Project Usage Rate (MUR)	MISO	Schedule 26 - A	X	
99	Shared Network Upgrade Charge	MISO	Schedule 26 - B	X	
100	Cost Recovery For Targeted Market Efficiency Projects	MISO	Schedule 26 - C	X	
101	Cost Recovery For PJM Transmission Owner TMEPS	MISO	Schedule 26 - D	X	
102	Cost Recovery for IMEPs (Interregional Market Efficiency Projects)	MISO	Schedule 26 - E	X	
103	Black Start Service	MISO	Schedule 33	X	
104	Allocation of Costs Associated with Reliability Penalty Assessments	MISO	Schedule 34	X	
105	HVDC Agreement Cost Recovery Fee	MISO	Schedule 35	X	
106	Regional Charge to Recover Costs of ITC Transmission Phase Angle Regulators From PJM and NYISO RTO Regions	MISO	Schedule 36	X	
107	MTEP Project Cost Recovery for ATSI Zone	MISO	Schedule 37	X	
108	MTEP Project Cost Recovery for CIN Zone	MISO	Schedule 38	X	
109	Multi-Value Project Cost Recovery (MVP) for withdrawing Transmission Owners	MISO	Schedule 39	X	
110	Charge to Recover Costs of Entergy Storm Securitization Charges from Entergy Operating Pricing Zones	MISO	Schedule 41	X	
111	Charge to Recover Accrued and Paid Interest Associated with Prepayments from Entergy Operating Companies' Pricing Zones	MISO	Schedule 42A	X	
112	Credit Associated with AFUDC from Entergy Operating Companies' Pricing Zones	MISO	Schedule 42B	X	
113	Cost Recovery of NERC Recommendations or Essential Action	MISO	Schedule 45	X	
114	Entergy Operating Companies MISO Transition Cost Recovery	MISO	Schedule 47	X	
115	Compensation for Rescheduling Generator Outages	MISO	Schedule BB	X	
116	Compensation for Rescheduling Transmission Outages	MISO	Schedule JJ	X	
117	INT - Schedule INT	MISO	Schedule INT	X	

Schedule 2
AEP OnSite Solar Phase II
Projection of Hourly Shape (kWh) prior to Condition Precedents to Construction

Month/Hour	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Jan	0	0	0	0	0	0	0	0	74	426	475	438	417	435	493	370	60	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0	24	373	674	681	646	625	654	678	650	374	29	0	0	0	0	0	0
Mar	0	0	0	0	0	0	12	245	659	783	816	769	733	775	773	779	653	183	1	0	0	0	0	0
Apr	0	0	0	0	0	3	175	565	758	870	900	856	899	916	923	826	707	384	58	0	0	0	0	0
May	0	0	0	0	0	84	378	686	834	820	819	894	913	900	814	759	721	563	170	5	0	0	0	0
Jun	0	0	0	0	0	164	557	768	871	893	873	915	900	950	898	811	679	536	276	32	0	0	0	0
Jul	0	0	0	0	0	103	486	724	882	945	951	986	1004	982	968	936	807	658	316	24	0	0	0	0
Aug	0	0	0	0	0	14	285	710	822	890	935	926	865	864	852	764	693	537	143	0	0	0	0	0
Sep	0	0	0	0	0	0	57	372	638	704	715	710	689	693	756	762	649	212	7	0	0	0	0	0
Oct	0	0	0	0	0	0	0	121	425	563	587	541	508	521	497	456	151	3	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	12	221	385	434	436	445	450	471	261	17	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	51	295	354	323	308	319	342	151	1	0	0	0	0	0	0	0

Note: The AEP Onsite Solar Phase II facility is comprised of a total nameplate of 1.375 MW-AC, with an expected Commercial Operation Date of January 1, 2024 and an expected annual production of 2,452 MWhs. If the Commercial Operation Date is delayed beyond January 1, 2024, the Hourly Shape quantities in Schedule 2 will be invoiced at the hourly LMP until such time that the AEP OnSite Solar Phase II has reached a Commercial Operation Date, and additional charges will apply to such monthly invoices, whether by an equitable adjustment in the Contract Rate or otherwise.

The above Hourly Shape is shown in kWh and subject to revision in the event that the final nameplate of the Facility is different.



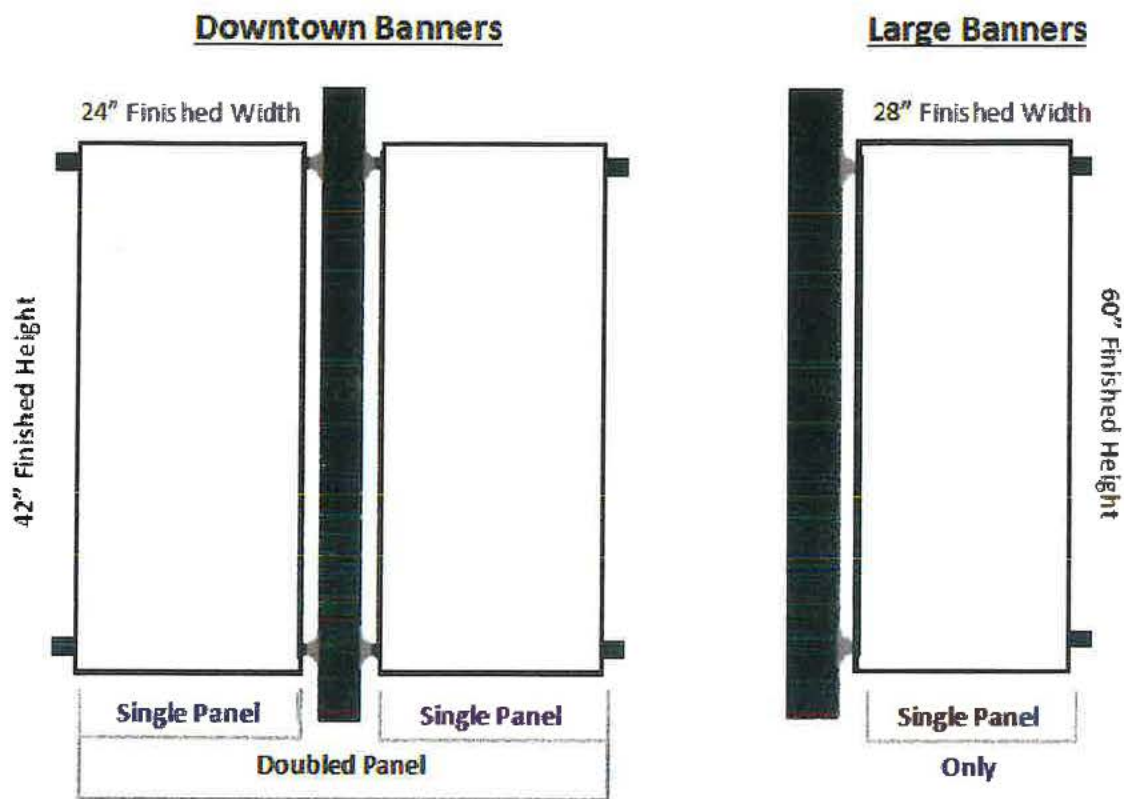
Outdoor Banner Program

Regulations for the use of City of Brainerd Poles for Banners

1. The City Council adopted a Street Light Policy on February 21st, 2023, for replacement lights on City streets. All new lights will not be equipped with poles or outlets with the exception of special lighting districts (i.e. Downtown Central Business District) if approved by the City Council and Brainerd Public Utilities Commission.
2. Existing light poles with banners outside of the Downtown Special Business District may be installed until those lights are replaced in the future.
3. Banner displays are assigned on a first come, first serve basis. Eligible applications for temporary use of banner poles, additional applications will be accepted for review, but may be denied:

City Outreach & Community Events	Recreational Events
Tourism Oriented	Public Institutions
Non-profit Organizations	Destination/Facilities
4. Two Banner Types:
 - 4.1. Event
 - To promote arts and cultural activities that include festivals, tourism and civic programs, conventions, parades, educational or sporting events of public interest.
 - To celebrate an event and announce a specific date or time period
 - City of Brainerd Events may have priority over other events taking place within or outside city limits
 - 4.2. Identification
 - To identify a geographic location or place of interest
 - Permitted for one year at a time, and may be renewed annually
5. Inappropriate, misleading words or designs will not be permitted. All banner design must be approved by the City of Brainerd. Political or religious constitutions are not permitted. It is advised not to purchase banners until design is approved.
6. Banner must directly relate to the activity or event being promoted, or geographic location of a place.
7. An application must be submitted to Brainerd Public Utilities (BPU) including banner design no later than 45 days prior to the desired installation date. Applicants are subjected to schedule availability and the discretion of the BPU Commission.
8. Banners are intended for outdoor use. Banner should be fabricated to be opaque, non-shrinking, water, tear and fade resistant material (i.e., durable cloth, canvas, vinyl etc.). BPU is not liable for damage to the banners.

9. Any additional maintenance and/or banner replacement costs resulting from damage, vandalism, and natural deterioration is the responsibility of the applicant.
10. Banner size must match banner pole standards.
 - 8.1 Downtown Banner dimensions: 42 x 24"
 - 8.2 Large Banner Dimensions: 60" x 28"



11. Installation of Banners

11.1. Installation done by Brainerd Public Utilities (BPU)

Installation/removal fees: \$160 flat installation fee per event, plus \$50 per banner.

Installation and removal of approved banners can be done by BPU. Note: BPU is not responsible for delays in installation or damage due to weather conditions. Banners must be delivered to BPU seven (7) days prior to installation date. Upon the conclusion of the event or promotion, the banners will be removed within five (5) business days. It is up to the Applicant to retrieve banners after they have been removed within five (5) business days. Banners that are not picked up will be discarded.

11.2. Installation done by private contractor

Application Fee: \$15

Installation and removal of approved banners done by a private contractor must provide BPU with Registrant's name, address, telephone number and 24-hour emergency number. A Certification of Insurance from a company licensed to do business in the State of Minnesota providing coverage for the following amounts.

- **GENERAL LIABILITY:** Commercial General Liability including premises, products and completed operations. Bodily Injury Liability: \$1,000,000 each occurrence. Property Damage Liability: \$2,000,000 each occurrence. Bodily Injury and Property and Damage Combined: \$2,000,000.

(2) **COMPREHENSIVE:** Automobile Liability Insurance, including owned, non-owned and hired vehicles. Bodily Injury Liability:

- \$1,000,000 each occurrence. Property Damage Liability: \$1,000,000 each occurrence. Bodily Injury and Property Damage Combined: \$2,000,000 combined single limit.

Such certification shall verify that the registrant is insured against claims for personal injury, including death, as well as claims for property damage arising out of the (a) use and occupancy of the right-of-way by the registrants, its officers, agents, employees and permittees, and (b) the placement and use of equipment of facilities in the right-of-way by the registrant, its officers, agents, employees and permittees, including but not limited to, protection against liability arising from the completed installations, damage of light poles, banner poles, and collapse of property. Such certificate shall also indicate the registrant's insurance is the primary coverage, shall name the City as an additional insured as to whom the coverage required herein are in force and applicable and for whom defense will be nonrenewal of the policy.

12. A traffic control plan shall be submitted a minimum of 14 days prior to the anticipated date and time of installation for approval. The contractor shall notify BPU 24 hours in advance of actual installation. It will be assumed that the same traffic control plan will occur for the banner removal. The traffic control shall include the banner locations, type of equipment used, and temporary traffic control layout(s) required for banner installation, as referenced in the Minnesota Manual on Uniform Traffic Control Devices.

Any questions about the Brainerd Public Utilities Outdoor Banner Program should be directed to Scott Magnuson at 218-825-3213 or smagnuson@bpu.org

This policy has been reviewed and adopted by BPU Commission, on _____.

BPU Commission, President

Date



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

Brainerd Public Utilities Finance Director Report March 28, 2023

December 2022 Financial Report

See attached December 31, 2022, Financial Statement after all year-end JEs.

January and February 2023 Financial Report

Will have available for April board meeting.

2022 Audit

Audit presentation to be made at April 25th board meeting.

Electric Cost of Service Study

Results of cost of service are anticipated to be presented at the April board meeting.

Frontier Energy (FE)

Continue to work on researching grant opportunities for several projects planned in the field of grid hardening, grid resilience, hydro generation, and EV.

Significant CIP projects finalized this month include:

- None reported for the month of March.

Purpose of 14th Amendment to Market Based Rate Full Requirements Agreement with AEP

Purpose of Amendment is to lock-in energy pricing for the Planning Year 6/1/31 to 5/31/32 at anticipated price of \$45.25 per MWh. If BPU waited until a future date to lock-in price it would be significantly higher. Obtaining the pricing of approximately \$45.25 per MWh for the 31/32 Planning Year would require the pricing for the years 24/25 through 30/31 be adjusted upward from \$41.75 to \$45.25 per MWh. This Amendment would keep BPU's energy rates stable until May 31, 2032 (almost 10 years from today).

Documents Received from City of Baxter Related to Rezoning of Property and CUP

The attached documents have been received from Baxter related to BPU effort to assist AEP in the construction of solar facility south of BPU Service Center:

1. Resolution 2023-006 Approving a Preliminary and Final Plat for BPU for Property Located at 7933 Highland Scenic Road.
2. Resolution 202-007 Approving Conditional Use Permits for a Solar Array at BPU Located at 7933 Highland Scenic Road.
3. Ordinance 2023 – Amending the Text of Title 10 of the Baxter City Code, Entitled Baxter Zoning Regulations.
4. Ordinance 2023 – Amending the Text of Title 10 of the Baxter City Code, Entitled Baxter Zoning Regulations.

HR Director's BPU Report – see attached report.

Next Board Meeting – April 25, 2023

BRAINERD PUBLIC UTILITIES
COMPARISON OF OPERATING RESULTS
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022 AND 2021

	2022		2021	
	Amount	Percent of Sales	Amount	Percent of Sales
OPERATING REVENUE				
Department				
Electric	\$21,912,309	77.8%	\$20,840,444	75.3%
Water	3,307,299	11.7%	3,973,580	14.4%
Wastewater	2,933,201	10.4%	2,859,750	10.3%
Total Operating Revenue	<u>28,152,809</u>	<u>100.0%</u>	<u>27,673,774</u>	<u>100.0%</u>
OPERATING EXPENSES				
Salaries and Wages	4,593,637	16.3%	4,476,433	16.2%
Purchased Power	12,256,209	43.5%	12,021,143	43.4%
Operations and Maintenance	2,942,517	10.5%	2,373,658	8.6%
Other Charges	685,399	2.4%	611,158	2.2%
Employee Benefits	2,000,113	7.1%	1,272,048	4.6%
Insurance and Bonds	278,468	1.0%	234,765	0.8%
Depreciation and Amortization	5,272,892	18.7%	5,461,105	19.7%
Total Operating Expenses	<u>28,029,235</u>	<u>99.6%</u>	<u>26,450,310</u>	<u>95.6%</u>
OPERATING INCOME	<u>123,574</u>	<u>0.4%</u>	<u>1,223,464</u>	<u>4.4%</u>
NONOPERATING REVENUE				
Interest Revenue - Investments	(671,411)	-2.4%	(46,659)	-0.2%
Sale of Renewable Energy Credits	482,463	1.7%	-	0.0%
Interest Revenue - Notes Receivable	117,505	0.4%	135,313	0.5%
Bond Premium	403,362	1.4%	102,990	0.4%
Interest Expense - Bonds	(946,648)	-3.4%	(926,653)	-3.3%
Local Option Sales Tax - Brainerd	1,539,391	5.5%	1,331,925	4.8%
Local Option Sales Tax - Baxter	401,500	1.4%	383,049	1.4%
Federal Grant Revenue - Build America Bond	77,558	0.3%	88,709	0.3%
Grant Revenue - CARES Act	-	0.0%	-	0.0%
Bond Issuance Costs	-	0.0%	(87,243)	-0.3%
Gain on Disposal of Capital Assets	45,111	0.2%	32,701	0.1%
Total Nonoperating Revenue	<u>1,448,831</u>	<u>5.1%</u>	<u>1,014,132</u>	<u>3.7%</u>
INCOME BEFORE OPERATING TRANSFERS TO THE CITY	<u>1,572,405</u>	<u>5.6%</u>	<u>2,237,596</u>	<u>8.1%</u>
CAPITAL CONTRIBUTIONS	-	0.0%	976,000	3.5%
TRANSFERS TO THE CITY	<u>(756,373)</u>	<u>-2.7%</u>	<u>(761,150)</u>	<u>-2.8%</u>
CHANGE IN NET ASSETS	<u>\$ 816,032</u>	<u>2.9%</u>	<u>\$ 2,452,446</u>	<u>8.9%</u>

BRainerd PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION BY DEPARTMENT
DECEMBER 31, 2022 AND 2021

	Electric	Water	Wastewater Treatment	Totals	
				2022	2021
ASSETS					
UTILITY PLANT					
Construction in Progress	\$ 1,232,433	\$ 4,831,396	\$ 823,585	\$ 6,887,414	\$ 2,149,198
Right-to-Use	421,686	20,146	20,146	461,978	-
In Service	46,003,529	30,005,097	39,118,786	115,127,412	113,552,489
Total Investment in Utility Plant	47,657,648	34,856,639	39,962,517	122,476,804	115,701,687
Less: Accumulated Depreciation	(23,333,900)	(14,309,291)	(19,521,632)	(57,164,823)	(52,044,945)
Net Utility Plant	24,323,748	20,547,348	20,440,885	65,311,981	63,656,742
CASH AND INVESTMENTS					
Nonrestricted	5,371,818	(194,900)	5,327,877	10,504,795	17,376,501
Restricted					
Customer Deposits	348,726	-	-	348,726	347,624
City of Brainerd Contribution	-	-	111,502	111,502	288,907
Conservation Incentive Program	251,048	-	-	251,048	198,948
Water and Sewer Accessibility Charges	-	567,412	7,138	574,550	726,534
Construction Bond Proceeds	-	1,859,877	-	1,859,877	-
Debt Service Reserve	1,142,873	1,453,512	1,992,362	4,588,747	4,691,087
Total Restricted Cash and Investments	1,742,647	3,880,801	2,111,002	7,734,450	6,253,100
Total Cash and Investments	7,114,465	3,685,901	7,438,879	18,239,245	23,629,601
CURRENT ASSETS					
Accounts Receivable	2,763,816	389,642	780,597	3,934,055	3,414,199
Interest Receivable	9,457	524	11,933	21,914	18,393
Inventory	1,389,381	160,103	-	1,549,484	1,424,179
Prepaid Expenses	132,684	32,921	44,842	210,447	145,245
Total Current Assets	4,295,338	583,190	837,372	5,715,900	5,002,016
OTHER ASSETS					
Bonds and Notes Receivable	-	-	3,330,334	3,330,334	3,826,334
Interest Receivable - Notes Receivable	-	-	38,900	38,900	45,100
Service Territory Acquisitions, Net of Accumulated Amortization	239,683	-	-	239,683	257,416
Deferred Outflows of Resources	1,071,251	357,084	357,084	1,785,419	2,203,250
Investment in Solar Generation Facility	567,000	-	-	567,000	-
Total Other Assets	1,877,934	357,084	3,726,318	5,981,336	6,332,100
Total Assets	37,611,485	25,173,523	32,443,454	95,228,462	98,620,459
LIABILITIES AND NET ASSETS					
NET POSITION					
Net Investment in Capital Assets	17,911,742	8,896,387	9,407,352	36,215,481	31,325,365
Restricted	-	1,581,062	5,238,521	6,819,583	7,333,962
Unrestricted	6,527,672	1,049,989	4,914,015	12,491,676	16,051,382
Total Net Position	24,439,414	11,527,438	19,559,888	55,526,740	54,710,709
LONG-TERM LIABILITIES					
Revenue Bonds Payable	5,585,000	9,845,000	711,600	16,141,600	18,367,200
PFA Construction Loan Payable	-	-	8,455,000	8,455,000	9,991,000
Equipment Certificate Payable	-	-	-	-	65,000
Compensated Absences	731,055	245,142	176,371	1,152,568	1,158,843
Other Postemployment Benefit Obligation	230,697	76,898	76,898	384,493	548,966
Net Pension Liability	2,955,756	985,252	985,252	4,926,260	2,566,540
Deferred Inflows of Resources	129,057	43,019	43,019	215,095	2,366,244
Capital Lease Payable	391,055	9,823	9,823	410,701	31,315
Revenue Bond Premium	60,214	793,958	36,559	890,731	1,294,093
Total Long-Term Liabilities	10,082,834	11,999,092	10,494,522	32,576,448	36,389,201
CURRENT LIABILITIES					
Accounts Payable	1,190,782	433,340	345,373	1,969,495	2,383,166
Revenue Bonds Payable	995,000	980,000	75,600	2,050,600	1,617,000
Equipment Certificate Payable	20,800	16,900	27,300	65,000	65,000
PFA Construction Loan Payable	-	-	1,536,000	1,536,000	1,488,000
Capital Lease Payable	17,937	5,280	5,280	28,497	26,465
Payable to City of Brainerd	61,190	7,654	226,641	295,485	735,400
Conservation Incentive Program Payable	251,048	-	-	251,048	198,948
Accrued Expenses					
Salaries and Withholding Taxes	186,704	76,269	49,775	312,748	308,471
Sales Taxes	-	-	-	-	85,974
Bond Interest	17,050	127,550	123,075	267,675	264,500
Customer Deposits	348,726	-	-	348,726	347,625
Total Current Liabilities	3,089,237	1,646,993	2,389,044	7,125,274	7,520,549
Total Liabilities	13,172,071	13,646,085	12,883,566	39,701,722	43,909,750
Total Liabilities and Net Position	\$ 37,611,485	\$ 25,173,523	\$ 32,443,454	\$ 95,228,462	\$ 98,620,459

BRainerd PUBLIC UTILITIES
COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION BY DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	December 31, 2022				(Memorandum Only)	
	Electric	Water	Wastewater Treatment	Total	December 31, 2021	2020
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 6,591,857	\$ 1,564,247	\$ 1,405,712	\$ 9,561,816	\$ 9,354,560	\$ 9,084,390
Commercial	10,128,866	1,506,912	745,555	12,381,354	12,877,751	9,047,521
Large Commercial	3,218,293	-	-	3,218,293	3,245,975	5,302,067
Industrial	506,772	-	-	506,772	-	-
City of Brainerd	349,837	124,466	-	474,303	468,296	451,347
Internal Use	760,116	87,585	-	847,701	851,199	840,605
Total Utility Revenue	21,555,761	3,283,210	2,151,267	26,990,239	26,797,781	24,725,930
<u>Other Operating Revenue</u>						
Penalties	111,151	20,861	27,385	159,397	96,925	47,069
Reimbursement of Expenses - Baxter	-	-	745,875	745,875	652,796	590,024
Other	245,397	3,228	8,674	257,299	126,272	114,590
Total Other Operating Revenue	356,548	24,089	781,934	1,162,571	875,993	751,683
Total Operating Revenue	21,912,309	3,307,299	2,933,201	28,152,809	27,673,774	25,477,613
OPERATING EXPENSES						
<u>Purchased Power</u>						
All Other Customers	11,776,265	-	-	11,776,265	12,021,143	10,559,355
Crypto Mining Customers	479,944	-	-	479,944	-	-
Total Purchased Power Expense	12,256,209	-	-	12,256,209	12,021,143	10,559,355
<u>Production/Generation</u>						
Salaries and Wages	519,798	410,217	384,051	1,314,066	1,241,224	1,158,572
Operations and Maintenance	29,327	264,149	819,977	1,113,453	1,116,671	985,739
Employee Benefits	160,938	146,508	121,305	428,751	345,995	413,912
Other Charges	35,447	-	45,779	81,226	71,517	69,169
Total Generation/Production Expenses	745,510	820,874	1,371,112	2,937,496	2,775,407	2,627,392
<u>Distribution</u>						
Salaries and Wages	1,312,281	539,354	95,729	1,947,364	1,882,365	1,579,206
Operations and Maintenance	501,193	288,847	173,468	963,508	701,196	726,810
Employee Benefits	404,455	170,048	29,139	603,642	442,935	496,489
Other Charges	39,523	15,730	1,914	57,167	71,412	56,584
Total Distribution Expenses	2,257,452	1,013,979	300,250	3,571,681	3,097,908	2,859,089
<u>General and Administrative</u>						
Salaries and Wages	784,608	283,821	263,778	1,332,207	1,352,844	1,289,666
Operations and Maintenance	514,206	207,330	144,020	865,556	555,791	484,456
Insurance and Bonds	170,377	46,779	61,312	278,468	234,765	243,481
Employee Benefits	583,292	195,851	188,577	967,720	483,118	464,292
Other Charges	358,837	96,089	92,080	547,006	468,229	403,405
Total Gen. and Admin. Expenses	2,411,320	829,870	749,767	3,990,957	3,094,747	2,885,300
<u>Depreciation and Amortization</u>	2,260,483	1,172,308	1,840,101	5,272,892	5,461,105	4,948,250
Total Operating Expenses	19,930,974	3,837,031	4,261,230	28,029,235	26,450,310	23,879,386
NET OPERATING INCOME (LOSS)	1,981,335	(529,732)	(1,328,030)	123,574	1,223,464	1,598,227
NONOPERATING REVENUE (EXPENSE)						
Interest Revenue - Investments	(235,020)	(24,837)	(411,554)	(671,411)	(46,659)	370,983
Sale of Renewable Energy Credits	482,463	-	-	482,463	-	-
Bond Premium	60,589	302,366	40,407	403,362	102,990	93,197
Interest Revenue - Notes Receivable	-	-	117,505	117,505	135,313	147,679
Local Option Sales Tax	-	-	1,539,391	1,539,391	1,331,925	1,217,700
Local Option Sales Tax - Baxter	-	323,758	77,742	401,500	383,049	345,148
Interest Expense - Bonds	(211,773)	(355,400)	(379,475)	(946,648)	(926,653)	(998,698)
Federal Grant Revenue - Build American Bond	-	-	77,558	77,558	88,709	101,312
Grant Revenue - CARES Act	-	-	-	-	-	127,562
Bond Issuance Costs	-	-	-	-	(87,243)	-
Gain (Loss) on Disposal of Capital Assets	33,954	11,157	-	45,111	32,701	12,584
Total Nonoperating Revenue (Expense)	130,213	257,044	1,061,574	1,448,831	1,014,132	1,417,467
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	2,111,548	(272,688)	(266,456)	1,572,405	2,237,596	3,015,694
CAPITAL CONTRIBUTIONS	-	-	-	-	976,000	-
TRANSFERS TO THE CITY	(756,373)	-	-	(756,373)	(761,150)	(734,569)
CHANGE IN NET POSITION	\$ 1,355,175	\$ (272,688)	\$ (266,456)	\$ 816,032	\$ 2,452,446	\$ 2,281,125

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - ELECTRIC DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	December 31, 2022			Variance With Budget - Positive (Negative)	Year to Date December 31,	
	Current Month	Year to Date	Budget		2021	2020
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 605,140	\$ 6,591,857	\$ 6,492,000	\$ 99,857	\$ 6,471,225	\$ 6,328,694
Commercial	843,009	10,128,886	10,008,000	120,886	9,836,030	7,153,739
Medium/Large Commercial	179,333	3,218,293	3,132,000	86,293	3,245,975	5,302,067
Industrial	677	506,772	-	506,772	-	-
City of Brainerd	32,028	349,837	360,000	(10,163)	353,437	348,270
BPU	75,911	760,116	768,000	(7,884)	766,334	771,793
Total Utility Revenue	1,736,098	21,555,761	20,760,000	795,761	20,673,001	19,904,563
<u>Other Operating Revenue</u>						
Penalties	9,673	111,151	84,000	27,151	66,145	32,657
Other	16,347	245,397	88,800	156,597	101,298	79,816
Total Other Operating Revenue	26,020	356,548	172,800	183,748	167,443	112,473
Total Operating Revenue	1,762,118	21,912,309	20,932,800	979,509	20,840,444	20,017,036
OPERATING EXPENSES						
<u>Purchased Power</u>						
All Other Customers	966,669	11,776,265	12,372,000	595,735	12,021,143	10,559,355
Crypto Mining Customers	168	479,944	-	(479,944)	-	-
Total Purchased Power Expense	966,837	12,256,209	12,372,000	115,791	12,021,143	10,559,355
<u>Generation</u>						
Salaries and Wages	55,561	519,798	481,200	(38,598)	499,417	451,159
Operations and Maintenance	8,761	29,327	31,500	2,173	26,847	41,607
Employee Benefits	17,889	160,938	151,200	(9,738)	125,391	144,061
Other Charges	3,052	35,447	36,000	553	32,873	39,901
Depreciation	29,651	325,651	318,000	(7,651)	320,307	317,154
Total Generation Expenses	114,914	1,071,161	1,017,900	(53,261)	1,004,835	993,882
<u>Distribution</u>						
Salaries and Wages	\$ 37,336	\$ 1,312,281	\$ 1,320,000	\$ 7,719	\$ 1,348,660	\$ 1,104,528
Operations and Maintenance	73,114	501,193	368,400	(132,793)	319,172	382,890
Employee Benefits	38,718	404,455	405,200	745	302,748	321,667
Other Charges	3,580	39,523	47,400	7,877	46,946	45,890
Depreciation and Amortization	182,533	1,766,933	1,706,400	(60,533)	1,775,851	1,783,020
Total Distribution Expenses	335,281	4,024,385	3,847,400	(176,985)	3,793,377	3,637,995
<u>General and Administrative</u>						
Salaries and Wages	65,498	784,608	806,400	21,792	793,347	757,522
Operations and Maintenance	40,551	514,206	387,000	(127,206)	363,945	372,592
Insurance and Bonds	468	170,377	175,200	4,823	144,451	125,201
Employee Benefits	289,687	583,292	321,000	(262,292)	295,003	272,727
Other Charges	30,544	358,837	351,600	(7,237)	315,341	284,073
Depreciation	5,899	167,899	166,800	(1,099)	172,488	158,946
Total Gen. and Admin. Expenses	432,647	2,579,219	2,208,000	(371,219)	2,084,575	1,971,061
Total Operating Expenses	1,849,679	19,930,974	19,445,300	(485,674)	18,903,930	17,162,293
NET OPERATING INCOME	(87,561)	1,981,335	1,487,500	493,835	1,936,514	2,854,743
NONOPERATING REVENUE						
Grants Revenue - CARES Act	-	-	-	-	-	62,202
Interest Revenue - Investments	46,862	(235,020)	36,000	(271,020)	(62)	149,615
Interest Expense - Bonds	(16,690)	(211,773)	(214,200)	2,427	(236,516)	(261,760)
Sale of Renewable Energy Credits	-	482,463	-	482,463	-	-
Bond Premium	5,057	80,589	15,600	44,989	17,353	17,759
Gain on Disposal of Capital Assets	-	33,954	6,000	27,954	31,522	(980)
Total Nonoperating Revenue	35,229	130,213	(156,600)	286,813	(187,703)	(33,164)
INCOME BEFORE TRANSFERS TO THE CITY	(52,332)	2,111,548	1,330,900	780,648	1,748,811	2,821,579
TRANSFERS TO THE CITY	(60,586)	(756,373)	(759,600)	3,227	(761,150)	(734,569)
CHANGE IN NET POSITION	\$ (112,918)	\$ 1,355,175	\$ 571,300	\$ 783,875	\$ 987,661	\$ 2,087,010

BRainerd PUBLIC UTILITIES
OPERATING STATISTICS - ELECTRIC DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	KWH SOLD		REVENUE		AVERAGE REVENUE PER KWH	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	54,475,409	54,677,277	\$ 6,591,857	\$ 6,471,226	\$ 0.1210	\$ 0.1184
Commercial	41,709,950	42,077,449	10,128,886	9,836,029	0.2428	0.2338
Medium/Large Commercial	73,888,043	72,335,923	3,218,293	3,245,975	0.0436	0.0449
Industrial	5,221,831	-	506,772	-	0.0970	-
City of Brainerd	2,043,197	2,078,706	349,837	353,436	0.1712	0.1721
BPU	7,161,760	7,435,903	760,116	766,335	0.1061	0.1031
Total	184,500,190	178,605,258	21,555,761	20,673,001	\$ 0.1166	\$ 0.1157
% Change From Previous Year	3.30%	3.65%	4.27%	3.86%	0.94%	0.20%
				NA		NA

	% TO TOTAL - KWH		% TO TOTAL - REVENUE		TOTAL METERS IN SERVICE	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	29.53%	30.61%	30.58%	31.30%	7,016	6,875
Commercial	22.61%	23.56%	46.99%	47.58%	1,226	1,224
Medium/Large Commercial	40.05%	40.50%	14.93%	15.70%	65	66
Industrial	2.83%	0.00%	2.35%	0.00%	1	-
City of Brainerd	1.11%	1.16%	1.62%	1.71%	37	33
BPU	3.88%	4.16%	3.53%	3.71%	38	38
Total	100.00%	100.00%	100.00%	100.00%	8,383	8,236
% Change From Previous Year					1.78%	0.22%
						NA

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WATER DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	December 31, 2022			Variance	Year to Date	
	Current	Year to	Budget	With Budget -	December 31,	
	Month	Date		Positive		
				(Negative)	2021	2020
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 127,459	\$ 1,564,247	\$ 1,723,200	\$ (158,953)	\$ 1,469,941	\$ 1,344,748
Commercial	71,676	1,506,912	1,543,800	(36,888)	2,265,451	1,177,960
City of Brainerd	7,374	124,466	121,200	3,266	114,859	103,077
BPU	4,792	87,585	93,600	(6,015)	84,865	68,812
Total Utility Revenue	211,301	3,283,210	3,481,800	(198,590)	3,935,116	2,694,597
<u>Other Operating Revenue</u>						
Penalties	1,990	20,861	10,800	10,061	13,427	5,521
Other	(21,804)	3,228	22,800	(19,572)	25,037	21,102
Total Other Operating Revenue	(19,814)	24,089	33,600	(9,511)	38,464	26,623
Total Operating Revenue	191,487	3,307,299	3,515,400	(208,101)	3,973,580	2,721,220
OPERATING EXPENSES						
<u>Production</u>						
Salaries and Wages	140,252	410,217	369,600	(40,617)	297,087	285,176
Operations and Maintenance	22,182	264,149	210,000	(54,149)	303,183	181,067
Employee Benefits	27,140	146,508	147,600	1,092	111,951	126,229
Other Charges	-	-	600	600	934	542
Depreciation	25,844	278,444	276,000	(2,444)	296,604	273,818
Total Production Expenses	215,418	1,099,318	1,003,800	(95,518)	1,009,759	866,632
<u>Distribution</u>						
Salaries and Wages	128,701	539,354	475,200	(64,154)	399,763	352,459
Operations and Maintenance	29,135	288,847	204,000	(84,847)	216,526	201,701
Employee Benefits	36,008	170,048	144,600	(25,448)	101,611	124,356
Other Charges	2,426	15,730	17,100	1,370	24,434	10,604
Depreciation	73,790	833,590	804,000	(29,590)	823,709	809,904
Total Distribution Expenses	270,060	1,847,569	1,644,900	(202,669)	1,566,043	1,499,024
<u>General and Administrative</u>						
Salaries and Wages	23,648	283,821	270,000	(13,821)	284,581	284,101
Operations and Maintenance	18,017	207,330	111,000	(96,330)	114,179	56,589
Insurance and Bonds	(443)	46,779	52,800	6,021	44,301	48,041
Employee Benefits	99,025	195,851	108,000	(87,851)	99,663	100,640
Other Charges	7,923	96,089	87,800	(8,289)	76,021	59,592
Depreciation	2,274	60,274	60,000	(274)	61,840	58,539
Total Gen. and Admin. Expenses	150,444	890,144	669,600	(220,544)	680,565	607,502
Total Operating Expenses	635,922	3,837,031	3,318,300	(518,731)	3,256,387	2,973,158
NET OPERATING INCOME (LOSS)	(444,435)	(529,732)	197,100	(726,832)	717,193	(251,938)
NONOPERATING REVENUE						
Interest Revenue - Investments	7,893	(24,837)	7,200	(32,037)	6,766	42,098
Local Option Sales Tax - Baxter	-	323,758	308,400	15,358	308,891	278,345
Grant Revenue - CARES Act	-	-	-	-	-	21,528
Bond Premium	26,684	302,366	65,400	236,966	75,980	65,781
Bond Issuance Costs	-	-	-	-	(87,243)	-
Interest Expense - Bonds	(28,770)	(355,400)	(401,400)	46,000	(254,312)	(257,525)
Gain on Disposal of Capital Assets	-	11,157	-	11,157	1,051	70
Total Nonoperating Revenue	5,807	257,044	(20,400)	277,444	51,133	150,297
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(438,628)	(272,688)	176,700	(449,388)	768,326	(101,641)
CAPITAL CONTRIBUTIONS	-	-	-	-	976,000	-
CHANGE IN NET POSITION	<u>\$ (438,628)</u>	<u>\$ (272,688)</u>	<u>\$ 176,700</u>	<u>\$ (449,388)</u>	<u>\$ 1,744,326</u>	<u>\$ (101,641)</u>

BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WATER DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	GALLONS SOLD		REVENUE		AVERAGE PER 1,000 GALLONS	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	164,549,835	188,373,761	\$ 1,564,247	\$ 1,469,941	\$ 9.51	\$ 7.80
Commercial	229,860,953	243,558,305	1,454,332	1,506,195	6.33	6.18
City of Baxter	98,939,000	338,370,000	264,631	958,980	2.67	2.83
Total	493,349,788	770,302,066	\$ 3,283,210	\$ 3,935,116	\$ 6.65	\$ 5.11
% Change From Previous Year	-35.95%	94.95%	-16.57%	46.04%	30.27%	-25.09%
				NA		NA

	% TO TOTAL - GALLONS		% TO TOTAL - REVENUE		TOTAL METERS IN SERVICE	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	33.35%	24.45%	47.64%	37.35%	4,101	4,033
Commercial	46.59%	31.62%	44.30%	38.28%	847	803
City of Baxter	20.05%	43.93%	8.06%	24.37%	1	1
Total	100.00%	100.00%	100.00%	100.00%	4,949	4,863
% Change From Previous Year					1.77%	0.43%
						NA

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WASTEWATER TREATMENT DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	December 31, 2022			Variance	Year to Date	
	Current	Year to	Budget	With Budget -	December 31,	
	Month	Date		Positive	2021	2020
				(Negative)		
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 116,577	\$ 1,405,712	\$ 1,410,000	\$ (4,288)	\$ 1,413,394	\$ 1,410,948
Commercial	65,839	745,555	780,600	(35,045)	776,270	731,205
Total Utility Revenue	182,416	2,151,267	2,190,600	(39,333)	2,189,664	2,142,153
<u>Other Operating Revenue</u>						
Penalties	2,600	27,385	14,400	12,985	17,353	8,891
Reimbursement of Expenses - Baxter	113,986	745,875	606,000	139,875	652,796	574,641
Other	1,391	8,674	6,600	2,074	(63)	13,672
Total Other Operating Revenue	117,977	781,934	627,000	154,934	670,086	597,204
Total Operating Revenue	300,393	2,933,201	2,817,600	115,601	2,859,750	2,739,357
OPERATING EXPENSES						
<u>Treatment</u>						
Salaries and Wages	(57,876)	384,051	360,000	(24,051)	444,720	422,237
Operations and Maintenance	81,218	819,977	795,600	(24,377)	786,641	763,065
Employee Benefits	(3,081)	121,305	127,200	5,895	108,652	143,622
Other Charges	5,161	45,779	36,800	(9,179)	37,710	28,726
Depreciation	130,053	1,516,353	1,494,000	(22,353)	1,690,732	1,318,270
Total Treatment Expenses	155,475	2,887,465	2,813,400	(74,065)	3,068,455	2,675,920
<u>Lift Stations</u>						
Salaries and Wages	(29,040)	95,729	152,400	56,671	133,942	122,219
Operations and Maintenance	14,546	173,468	168,000	(5,468)	165,498	142,219
Employee Benefits	(12,781)	29,139	54,000	24,861	38,576	50,466
Other Charges	300	1,914	-	(1,914)	32	90
Depreciation	27,683	281,783	270,000	(11,783)	276,130	193,511
Total Collection Expenses	708	582,033	644,400	62,367	614,178	508,505
<u>General and Administrative</u>						
Salaries and Wages	13,457	263,778	267,600	3,822	274,916	248,043
Operations and Maintenance	7,457	144,020	88,800	(55,220)	77,667	55,275
Insurance and Bonds	1,164	61,312	60,000	(1,312)	46,013	70,239
Employee Benefits	97,007	188,577	103,200	(85,377)	88,452	90,925
Other Charges	7,638	92,080	67,200	(24,880)	76,868	59,740
Depreciation and Amortization	665	41,965	44,400	2,435	43,444	35,288
Total Gen. and Admin. Expenses	127,388	791,732	631,200	(160,532)	607,360	559,510
Total Operating Expenses	283,571	4,261,230	4,089,000	(172,230)	4,289,993	3,743,935
NET OPERATING LOSS	16,822	(1,328,030)	(1,271,400)	(56,630)	(1,430,243)	(1,004,578)
NONOPERATING REVENUE						
Interest Revenue - Investments	76,202	(411,554)	42,000	(453,554)	(53,363)	179,270
Interest Revenue - Notes Receivable	9,100	117,505	123,600	(6,095)	135,313	147,679
Interest Expense - Bonds	(29,415)	(379,475)	(400,800)	21,325	(435,825)	(479,413)
Bond Premium	3,369	40,407	9,600	30,807	9,657	9,657
Local Option Sales Tax - Brainerd	107,224	1,539,391	1,218,000	321,391	1,331,925	1,217,700
Local Option Sales Tax - Baxter	-	77,742	73,200	4,542	74,158	66,803
Grant Revenue - CARES Act	-	-	-	-	-	43,832
Federal Grant Revenue - Build America Bond	6,100	77,558	80,400	(2,842)	88,709	101,312
Gain (Loss) on Disposal of Capital Assets	-	-	-	-	128	13,494
Total Nonoperating Revenue	172,580	1,061,574	1,146,000	(84,426)	1,150,702	1,300,334
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	189,402	(266,456)	(125,400)	(141,056)	(279,541)	295,756
CAPITAL CONTRIBUTIONS	-	-	-	-	-	-
CHANGE IN NET POSITION	\$ 189,402	\$ (266,456)	\$ (125,400)	\$ (141,056)	\$ (279,541)	\$ 295,756

BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WASTEWATER TREATMENT DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2022, 2021, AND 2020

	GALLONS PROCESSED		REVENUE		AVERAGE PER 1,000 GALLONS	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	163,328,886	186,699,126	\$ 1,405,712	\$ 1,413,394	\$ 8.61	\$ 7.57
Commercial	162,501,591	172,787,869	745,555	776,270	4.59	4.49
City of Baxter	228,839,000	231,818,000	745,875	652,796	3.26	2.98
Total	554,669,477	578,184,995	\$ 2,897,142	\$ 2,842,460	\$ 5.22	\$ 4.92
% Change From Previous Year	-4.07%	3.97%	1.92%	4.63%	6.24%	0.63%

	% TO TOTAL - GALLONS		% TO TOTAL - REVENUE		TOTAL METERS IN SERVICE	
	PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,		PERIOD ENDED DECEMBER 31,	
	2022	2021	2022	2021	2022	2021
Residential	29.45%	32.29%	48.52%	49.72%	4,076	4,034
Commercial	29.30%	29.88%	25.73%	27.31%	826	779
City of Baxter	41.26%	37.82%	25.75%	22.97%	1	1
Total	100.00%	100.00%	100.00%	100.00%	4,903	4,814
% Change From Previous Year					1.85%	0.52%

**CITY OF BAXTER, MINNESOTA
RESOLUTION 2023-006**

**RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT
FOR "BRAINERD PUBLIC UTILITIES" FOR PROPERTY LOCATED AT 7933 HIGHLAND
SCENIC ROAD (CITY FILE NUMBER 2023-02)**

WHEREAS, The City of Brainerd ("the applicant") has requested approval of a preliminary and final plat on property located at 7933 Highland Scenic Road, legally described as follows:

The North Half of the Northeast Quarter (N1/2 of NE1/4) of Section Seventeen (17), Township One Hundred Thirty-three (133) North, Range Twenty-eight (28) West, except that portion of the above described tract lying North and West of County Highway Number 48. Deed from The City of Brainerd, corporation under the laws of the State of Minnesota to TBD. Parcel No.: 40170601

And

Tract A: That part of Government Lot 1 and Government Lot 2, Section 17, Township 133 North, Range 28 West, Crow Wing County, Minnesota, described as follows: Commencing at the northeast corner of said Government Lot 1; thence South 87 degrees 17 minutes 01 seconds West, bearings are based on the City of Baxter Coordinate system, 1762.89 feet along the north line of said Government Lot 1 and along the north line of said Government Lot 2 to an iron monument, on the westerly line of the tract described in Document Number 402922 on record in the Crow Wing County Recorder's Office; thence South 39 degrees 54 minutes 55 seconds East, a distance of 171.04 feet along said westerly line of the tract described in Document Number 402922 to an iron monument, said point being the point of beginning; thence reversing course North 39 degrees 54 minutes 55 seconds West, a distance of 171.04 feet, along said westerly line of the tract described in Document Number 402922 to an iron monument on the north line of said Government Lot 2; thence North 87 degrees 17 minutes 01 seconds East, along the north line of said Government Lot 2 and along the north line of said Government Lot 1, a distance of 1576.88 feet; thence South 61 degrees 48 minutes 18 seconds West, a distance of 43.81 feet; thence southwesterly 199.14 feet along a tangential curve concave to the southeast, said curve having a radius of 430.00 feet and a central angle of 26 degrees 32 minutes 05 seconds; thence westerly and southerly 234.94 feet along a nontangential curve concave to the southeast, said curve having a radius of 80.00 feet, a central angle of 168 degrees 15 minutes 54 seconds and a chord bearing of South 35 degrees 48 minutes 00 seconds West; thence South 34 degrees 11 minutes 30 seconds West, not tangent to the last described curve, a distance of 346.79 feet; thence South 31 degrees 22 minutes 34 seconds East, a distance of 544 feet; more or less, to the northwesterly bank of the Mississippi River; thence southerly, westerly and northwesterly along said bank of the Mississippi River to the intersection with a line that bears South 03 degrees 05 minutes 05 seconds West from the point of beginning; thence North 03 degrees 05 minutes 05 seconds East, a distance of 929 feet more or less to the point of beginning. File No. 31005257 issued by First National Title & Escrow, effective September 29, 2022 at 8:00 A.M.

WHEREAS, the Planning and Zoning Commission has reviewed the request at a duly called a Public Hearing on January 10, 2023, and recommends approval, and;

WHEREAS, the City Council considered the Planning and Zoning Commission recommendation at their January 17, 2023 meeting, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAXTER, MINNESOTA, that it should and hereby does approve the request to approve preliminary and final plat, based on the finding that the standards in Title 11 of the Baxter Subdivision Ordinance are met. Specifically:

1. The subdivision does not landlock or otherwise impair convenient ingress and egress to or from the rear or side of the subject tract or any adjacent property;
2. The subdivision does not fall within the corridors of any planned or proposed street as shown upon the official map or approved area plans; and
3. The subdivision does not violate any local, state or federally adopted law, ordinance, regulation, plan or policy.

FURTHER BE IT RESOLVED that the following conditions of approval shall be met:

1. The approval of the preliminary and final plat, in accordance with the application received on December 21, 2022, and revised plans received on January 3, 2023, and January 5, 2023, except as may be amended by this resolution.
2. Prior to Recording the plat, the applicant shall submit plat recording checklist items such as a plat check letter and title review, as reviewed and approved by city staff.
3. All required grading, building, electrical, and fence permits shall be approved by the city prior to beginning any new construction.
4. No building permits shall be issued until the final plat, agreements, and easements are filed and recorded with Crow Wing County.
5. The final plat approval shall expire two years from of the date of this approval unless the applicant has recorded the plat or requested an extension in writing.

Whereupon, said Resolution is hereby declared adopted on this 17th day of January, 2023.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, City Clerk

City Seal

**CITY OF BAXTER, MINNESOTA
RESOLUTION 2023-007**

**RESOLUTION APPROVING CONDITIONAL USE PERMITS FOR A SOLAR ARRAY AT
BRAINERD PUBLIC UTILITIES LOCATED AT 7933 HIGHLAND SCENIC ROAD
(CITY FILE NUMBER 2023-02)**

WHEREAS, The City of Brainerd ("the applicant") has requested approval of conditional use permits for property legally described as follows:

Lot 1, Block 1, Brainerd Public Utilities, Crow Wing County, Minnesota.

WHEREAS, the Planning and Zoning Commission has reviewed the request at a duly called Public Hearing on January 10, 2023, and recommends approval, and;

Whereas, the City Council considered the Planning and Zoning Commission recommendation at their January 17, 2023 meeting;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAXTER, MINNESOTA, that it should and hereby does approve the request for a conditional use permits, subject to the following findings and conditions:

1. The conditional use permits allow a Solar Array, grading in a shoreland overlay district and amendments to Conditional Use Permit Resolution Document Number 0732939, in accordance with the application received on December 21, 2022, and revised plans received on January 3, 2023, and January 5, 2023, except as may be amended by this resolution, based on the finding that all applicable conditional use permit standards have been met.
2. All conditions found in the existing conditional use permit resolution filed under Document Number 0732939 shall remain in effect, except as amended in this resolution.
3. All required grading, building, electrical, and fence permits shall be approved by the city prior to beginning any new construction.
4. **Prior to issuance of a building permit the applicant shall:**
 - a. Develop a buffer maintenance plan and provide a landscape plan showing compliance with the screening requirements of the zoning ordinance to be reviewed and approved by the city staff.
 - b. Civil plans shall be submitted for review and approval by city staff. The civil plans shall address the standards in the shoreland ordinance for grading within a shoreland overlay district.
 - c. Final Grading Plan is approved by the City Engineer prior to issuance of the grading permit or building permit. In addition, no increased runoff or rate of runoff will be directed to adjacent properties.
 - d. All signage shall comply with the zoning ordinance except as amended by this resolution. Proposed signage shall require a separate building permit.

- e. Submit a lighting plan for any exterior lighting proposed. Exterior lighting shall have a ninety-degree cutoff shield that conceals the light source with a non-sag, non-yellowing lens and shall fully comply with the lighting standards of the zoning ordinance.
5. The applicant shall comply with any required state and county permits for the facility and receive any required permits.
6. No tree removal shall occur outside of the fenced security enclosure for the solar array without approval by the city.
7. Access is restricted east of the PB zoned portion of the Brainerd Public Utilities site. Access is also restricted to the south of the Brainerd Public Utilities site, except for the existing access in the southwest corner of the site.
8. Sludge hauling is not permitted during weekends, after 6 pm, or before 5:30 am during weekdays and no sludge be spread within the city limits of Baxter.
9. A Buffer Maintenance Plan approved by the Community Development Director is developed for the property between the solar array and adjacent residential properties. This plan should outline a specific timeline and specific measures that must be met; this timeline is to be part of this Conditional Use Permit, and language be added that requires a binding agreement to ensure performance.
10. Any work in the forested areas on the property shall be completed manually without machinery to prevent damage to the forest coverage and related understory.
11. The conditional use permit shall terminate if violations of city codes or conditions of the CUP occur.
12. Approval shall expire within one year of the date of approval unless the applicant commences the authorized use and completes the required improvements.

Whereupon, said Resolution is hereby declared adopted on this 17th day of January 2023.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, City Clerk

City Seal

**CITY OF BAXTER, MINNESOTA
ORDINANCE 2023-**

**AN ORDINANCE AMENDING THE TEXT OF TITLE 10 OF THE BAXTER CITY CODE,
ENTITLED BAXTER ZONING REGULATIONS**

THE CITY OF BAXTER ORDAINS:

SECTION 1. Amendment of the City Code. Title 10 of the Zoning Ordinance of the City Code of the City of Baxter, Minnesota, is hereby amended by changing the classification on the City of Baxter Zoning Map from OS, Office Service and R-1, Low Density Residential to PB, Public Benefit for the 94 acre site known as Brainerd Public Utilities located at 7933 Highland Scenic Road, described as follows:

Parcel ID: 40170597 AND 40175092

SECTION 2. Effective Date. This amendment shall take effect upon its passage.

WHEREUPON, said Ordinance is hereby declared adopted on this 17th day of January 2023.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, City Clerk

City Seal

**CITY OF BAXTER, MINNESOTA
ORDINANCE 2023-**

**AN ORDINANCE AMENDING THE TEXT OF TITLE 10 OF THE BAXTER CITY CODE,
ENTITLED BAXTER ZONING REGULATIONS**

THE CITY OF BAXTER ORDAINS:

SECTION 1. Amendments. The text of Article K of Chapter 3, Title 10 (Zoning Regulations) of the Baxter City Code is hereby amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

ARTICLE K. PB PUBLIC BENEFIT DISTRICT

10-3K-3: CONDITIONAL USES:

Ground Solar Array.

A. Power and communication lines. Power and communication lines running between banks of solar panels and to electric substations or interconnections with buildings shall be buried underground. Exemptions or variances may be granted in instances where shallow bedrock, watercourses, or other elements of natural landscape interfere with the ability to bury lines.

B. Height. Systems, equipment, and ground or pole-mounted solar energy systems shall not exceed 15 feet in height, when oriented at maximum tilt.

C. Lighting. Lighting shall be installed for security and safety purposes only. All lighting shall be shielded so that no glare extends substantially beyond the boundaries of the property upon which the solar farm is located and comply with 10-5-4, Lighting Standards of this Title.

D. Setbacks. Solar Arrays and their enclosures shall be set back at least 100 feet from public streets, private roads, and driveways. Solar Arrays and their enclosures shall also be set back 200 feet from all neighboring principal structures or 150 feet from property lines, whichever is the lesser requirement.

E. Screening. A year-round screening of 90 percent opacity as approved by the Zoning Administrator is required adjacent to residential properties, public streets, and other views from adjacent property. Required screening can be achieved through a landscape plan depicting tree location, species, and size, a forest management plan, screen fencing, berms, combination thereof, or an alternative option approved by City Council.

F. Signage. An appropriate warning signage shall be provided at the entrance of the facility and along the perimeter to the solar farm project.

G. Fencing. Security fencing shall be allowed pursuant to the fence requirements of the 10-4-8 of this Title.

H. Reflectivity. All components associated with the solar array shall be comprised on non-reflective material approved by the City.

SECTION 2. Effective Date. This amendment shall take effect upon its passage.

WHEREUPON, said Ordinance is hereby declared adopted on this 17th day of January 2023.

Darrel Olson, Mayor

ATTEST:

Kelly Steele, City Clerk

City Seal

HR Director's Report to BPU Commission

March 23, 2023

Personnel:

At its March 20th meeting, the City Council authorized hiring Dallas Moorhouse as a Journeyman Lineworker subject to the successful completion of the pre-employment process. Please note that Dallas requested to start at Step 5 which required Council approval. This is pursuant to Council guidance that Staff can negotiate up to Step 4 if certain criteria is met; however, a higher starting wage than Step 4 requires specific approval by the Council. Dallas's name may sound familiar to some of you as he was previously employed at BPU in 2014-2015.

Two BPU employees are currently off from work intermittently due to FMLA for a personal, not work-related, medical issue. One employee is off work due to a work-related injury.

Staff is requesting that the Commission recommend to the City Council to start the hiring process for another Laborer position. This position was included in the 2023 budget and will primarily assist at the Wastewater Treatment Plant. This matter will be included on the March 28th meeting agenda for your consideration. Staff is anticipating to present job descriptions for two other positions for your April meeting.

Public Utilities Work Group:

The Council appointed Council member Kara Terry to the Public Utilities Reorganizational Work Group. The March 10, 2023, Work Group meeting report is included in your agenda packet for review and consideration.

2023 Classification and Compensation Study:

Employees were offered an opportunity to have an interview with the HR Analyst from Flaherty & Hood to discuss their Job Analysis Questionnaire (JAQs). Interviews are scheduled for March 23 and 24th. At this time, the City Administrator and HR Director have reviewed and provided their comments for almost all of the JAQs. Also, City Administrator Bergman emailed an update to all employees regarding the Study on March 13th.

Pay Equity Report Due January 31, 2023:

As noted previously, the City received our 1st Notice of Non-Compliance on February 17th. On March 6th, the Council requested that Flaherty and Hood, PA, our Classification and Compensation Study Consultant, contact the State to officially request an extension – this process is officially a “reconsideration”. We have been granted an extension to January 31, 2024, to submit a new report. That extension provides the Consultant time to complete our Study and the Council time to consider implementation options.

Wellness Committee:

In honor of March being National Nutrition Month, our March Lunch 'N Learn was held on March 22nd with Gardening 101 as the theme. BPU's Laura Jewell organized the event to LETTUCE celebrate as healthy eating starts at home and nothing BEETS gardening!

The Wellness Committee is also organizing a Blood Drive on April 26th for all employees (and Commissioners) from 9 am to 3 pm. To schedule an appoint, contact HR Assistant Brittney Boser at bboser@ci.brainerd.mn.us or 218-454-3422. Please consider donating!



Brainerd Public Utilities

8027 Highland Scenic Road, P.O. Box 373

Brainerd, MN 56401-0373

Phone 218-829-8726

www.bpu.org

Date: March 28, 2023

To: Brainerd Public Utilities Commission

From: Scott Magnuson *SM*

Re: Update

Water Department

Storage tank project – all walls and interior columns on tank 2 complete, contractor will be moving in scaffolding to prepare for roof pours. Concrete color selection will be presented at meeting.

Crews working on miscellaneous items, standpipes, meters, updating data base for service line material and backflow devices.

Wastewater Department-

Plant and Lift station operations and maintenance

Electric Department-

Outage report – one customer owned secondary line down

Crews are working on mapping updates.

Fiber project for all departments, connecting all our SCADA equipment for electric, wastewater, water and hydro. Working on overhead lines now, will start on underground when snow is gone.

Vegetation management, approx. two weeks left.

Hydro Department-

All 5 generators at 100%. River at 3150 cfs,

Dam EAP tabletop exercise went very good, lot's of conversations between parties involved.

Annual inspection with FERC set for May 9th

Staff in all departments are preparing for high water this spring.

License renewal – FERC working on environmental assessment, need an updated water quality letter from MPCA, saying we are not changing anything that will disturb the river in a different way.

Other –

Assessment from Baxter for Cypress Drive road project - The attached letter was sent to Baxter officials before their council meeting last week. Baxter is assessing BPU for both our properties for the Cypress Drive round about and upgrades. We feel this does not benefit us, so we needed to send this letter before the meeting so we can at least discuss our thoughts with Baxter.

Made job offer for Journey Lineworker to Dallas Moorhouse, he accepted and will start at step 5 on the lineworker grid. Dallas has fifteen year sexperience, with one year being with us about seven years ago, so he knows our system and the safety requirements of our 34.5 kv voltage.

Banner Policy – in your packet is a final draft of our banner policy. As you recall, the commission accepted the draft policy about one year ago. At the same time, the City Council was making their street light policy. We decided to hold off on finalizing the banner policy to make sure it fits within the street light policy. At the last council meeting, the council approved the final street light policy, see we tweaked some minor items on the banner policy, and now it is ready for final commission approval.



UNA-CLAD™ METAL

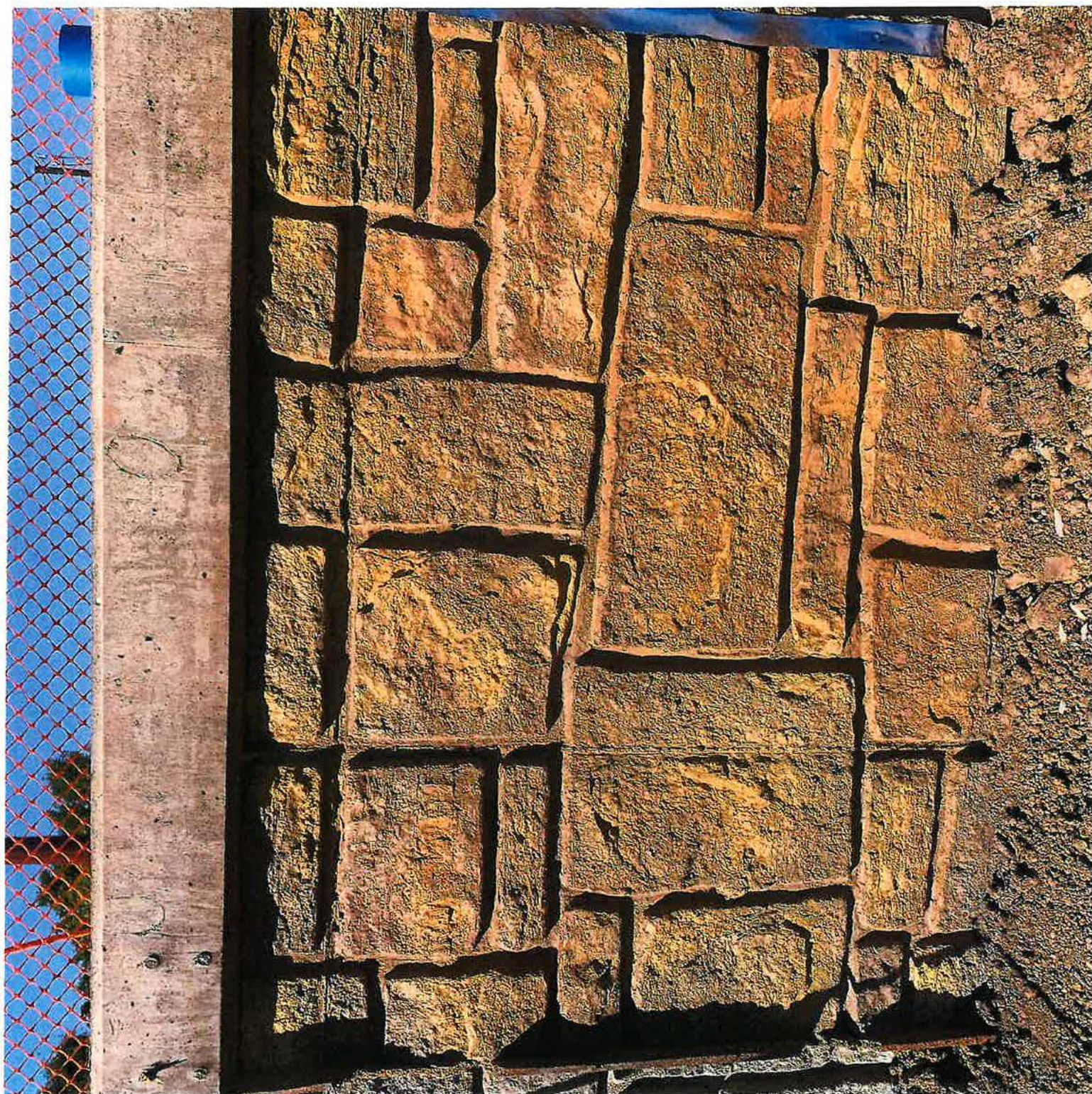
COLOR SELECTION

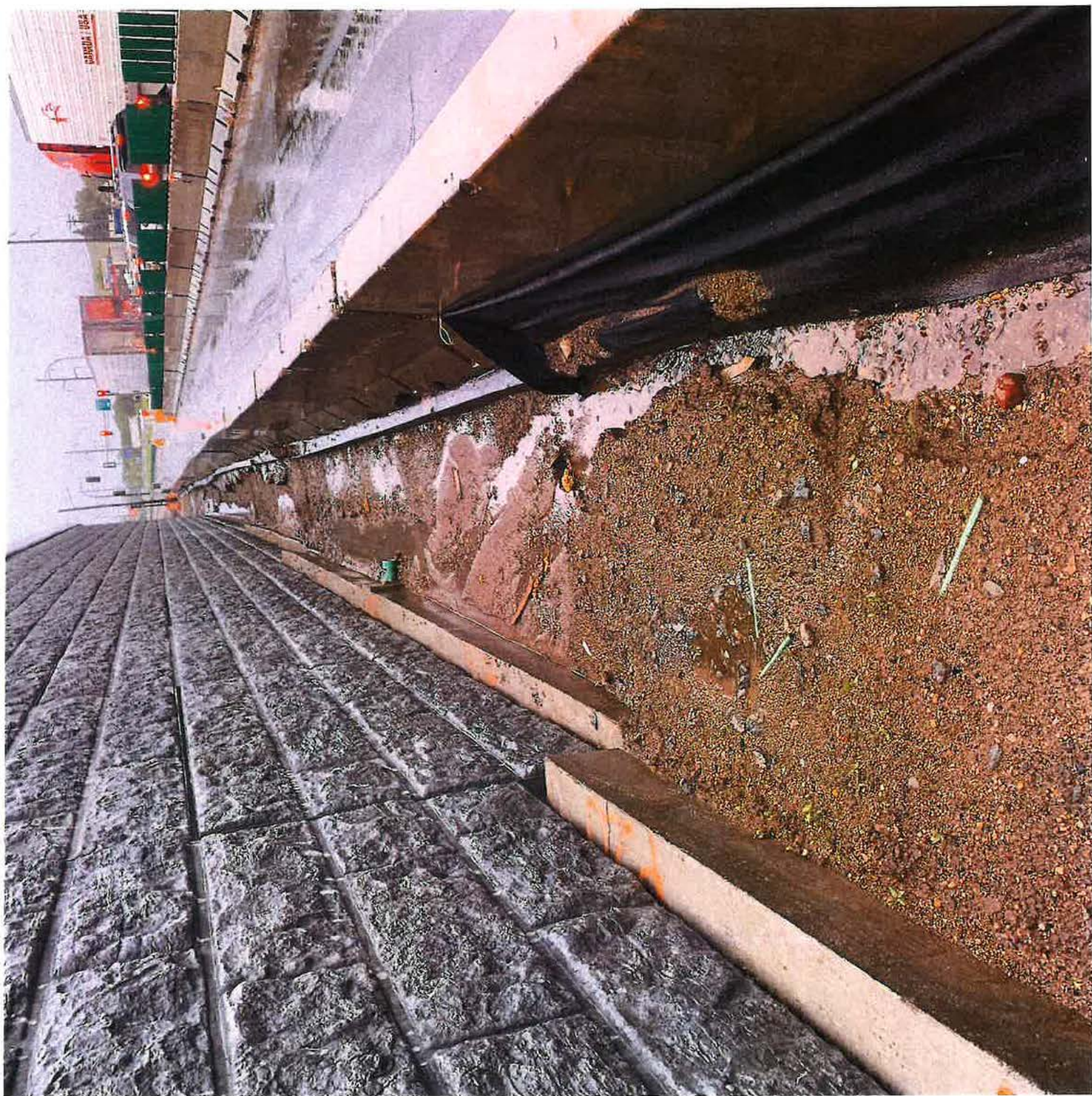


Colors shown are as close to actual painted steel as allowed by the printing process. For finish warranty information and actual metal samples, please contact your local Sales Rep. SRI numbers available by request.

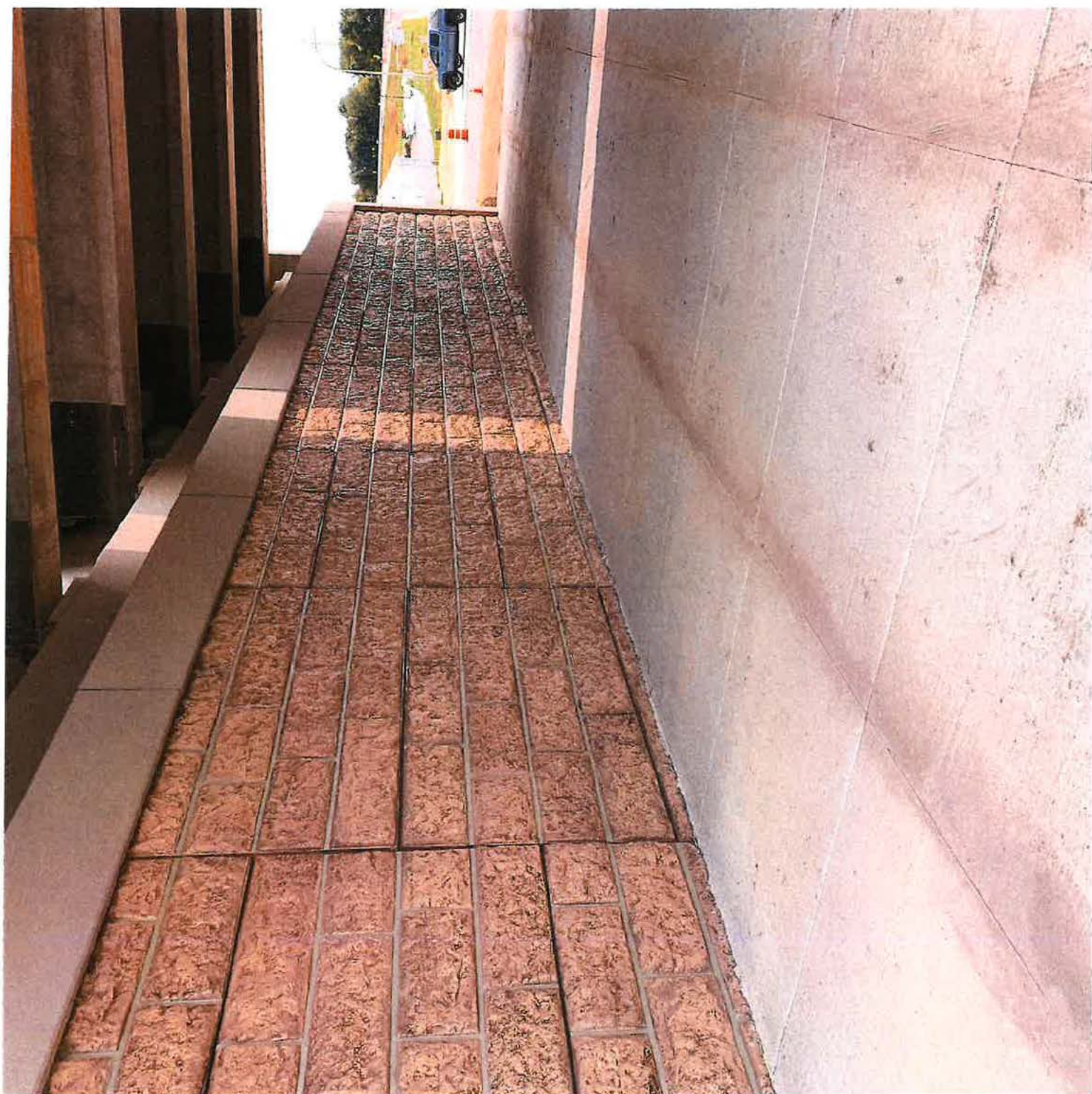
• = Denotes premium color.

▲ = Due to the unique nature of the product, color may vary slightly from batch to batch. Batches should not be mixed on projects.









Joseph J. Langel
Direct Phone: (612) 225-6837
jjl@ratwiklaw.com



March 15, 2023

Brad Chapulis
City Administrator-Clerk
13190 Memorywood Drive
Baxter, MN 56425

VIA E-MAIL – BChapulis@baxtermn.gov

RE: *Objection to Proposed Special Assessment – Improvement No. 4087*
Our File No. 4034-0212

Dear Mr. Chapulis:

Our office represents the City of Brainerd, owner of parcel numbers 40170601 and 40080712, both of which are used for operations of Brainerd Public Utilities ("BPU"), and both of which have been proposed for special assessment in relation to Improvement No. 4087. In accordance with Minn. Stat. § 429.061, subd. 1, the City of Brainerd hereby objects to the proposed special assessment.

The proposed assessment of parcel number 40170601 is \$59,135.87, and the proposed assessment of parcel number 40080712 is \$4,112.94, yet BPU derives no benefit whatsoever from the new access to Cypress Drive. Furthermore, installation of a roundabout does not improve BPU's use of Highland Scenic Drive or in any way enhance BPU's property.

"If a special assessment exceeds the special benefit, a taking has occurred." *Apsengren v. City of Eagle Bend*, 2021 WL 772934, at *4 (Minn. App. Mar. 1, 2021) (citing *Ewert v. City of Winthrop*, 278 N.W.2d 545, 548 (Minn. 1979)). By filing this letter in advance of the March 16, 2023, meeting of the Baxter City of Council, the City of Brainerd hereby preserves all available objections, whether expressly stated herein or not, and reserves its right to appeal the assessment to the Crow Wing County District Court if its properties are assessed in the amounts proposed.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'J. Langel', is written over a printed name. The signature is fluid and cursive.

Joseph J. Langel
Frank E. Langan

cc: Kelly Steele, Assistant City Administrator (via e-mail at KSteele@baxtermn.gov)
Scott Magnuson – BPU (via e-mail)
Jennifer Bergman – City of Brainerd (via e-mail)

Over 35 Years of Service