



PUBLIC UTILITIES COMMISSION AGENDA

City of Brainerd, Minnesota
BPU Service Center, 8027 Highland Scenic Rd, Commission Room
Tuesday, September 26, 2023 @ 9:00 AM

The public is invited to attend these meetings in person

1. **Call To Order**

2. **Roll Call**

___ M. Angland ___ T. Johnson ___ D. Matten
___ M. O'Day ___ P. Wussow

3. **Pledge of Allegiance**

4. **Consent Calendar**

NOTICE TO PUBLIC - all matters listed are considered routine by the Commission and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Commission votes on the motion to be ADOPTED BY ROLL CALL.
Recommended Action to Approve Consent Agenda Items A - D.

A. **Approval of Minutes for Regular Monthly Meeting of August 29, 2023**

B. **Approval of Current Month's Bills**

C. **Approval of Agenda**

D. **Approval of Pay Request No. 22 Received from Magney Construction for \$61,722.28 for Water Tank Storage Project (see attached payment application)**

5. **Public Forum**

Time allocated for citizens to bring matters not on the agenda to the attention of the Commission - Time limits may be imposed.

6. **Commission Committee Reports**

A. **Personnel Committee**

B. **Finance Committee**

7. **Unfinished Business**

A. **See Attached Separate Memo Regarding Update on Unfinished Business Items**

B. **Approve 2023 Wage Grid for Electric Distribution Supervisor**

8. **New Business**

- A. **Approval of Resolution No. 2023-10 Requesting the Issuance of G.O. Obligation Bonds, Series 2023A with BPU Portion being \$3,115,000.**
- B. **Discussion of Water and Wastewater Treatment Utility Rates**
- C. **Discussion of Authority of Roles Between BPU Commission and City Council in Managing BPU**
- D. **Barr Proposal for Hydroelectric Project Phase II Generation Study**

9. **Staff Reports**

(Verbal: Any Updates since Packet)

- A. **City Administrator Report**
- B. **Council Liaison Report**
- C. **Public Utilities Director Report**
- D. **HR Director Report**

10. **Commission Member Reports**

Future Agenda Items

11. **Adjourn to closed session pursuant to MN Statute 13D.05, Subd. 3(C)3 to consider or develop offers or counteroffers for the purchase of Roberts property located near the water plant**

Visit Brainerd Public Utilities website at www.bpu.org

MISSION

"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

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 August 29, 2023.

Commission President Wussow called the meeting to order at 9:00 AM.

Commission Roll Call

Mike Angland – Present

Tad Johnson – Present

Patrick Wussow – Present

Mark O'Day – Absent

Dolly Matten – Present

Utility Staff Present

Public Utilities Director

Operations Manager

Water/Wastewater Manager

Business Office Supervisor

Recording Secretary

Todd Wicklund

Trent Hawkinson

Charlie Gammon

Jana Pernula

Mandy Selisker

Others in Attendance

City Administrator

HR Director

City Council Liaison

Widseth

Widseth

Bolton & Menk

Bolton & Menk

Brainerd Dispatch

Jennifer Bergman

Kris Schubert

Jeff Czezok

David Reese, PE

William Westerberg, PE

Morgan Salo, PE

Paul Saffert, PE

Theresa Bourke

Commissioner Wussow opened the meeting with the Pledge of Allegiance.

Approval of Consent Items

Motion by Commissioner Johnson and seconded by Commissioner Matten to approve the minutes from the July 25, 2023, regular monthly meeting, the July 31, 2023, special meeting, approval of current month's bills, approval of the agenda and approval of Pay Request No. 21 received from Magney Construction for \$175,732.45 for Water Tank Storage Project. There was a unanimous roll call vote in favor of the motion. Motion carried.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

Public Forum

None

Commission Committee Reports

Personnel

Commissioner Matten reported on the following:

- With the recent boil water advisory and new organization chart, there is a need to fill vacant positions more quickly than originally planned rather than current staff doing double duty within certain roles. The Personnel Committee hopes to meet to assist in filling some of these additional positions in the future.

Finance

Commissioner Johnson reported meeting on August 15th and discussed the following:

- Wellhead Protection Plan and associated land
- Solar Project Fencing

Commissioner Angland added that they also discussed potential solar projects and getting back in front of interested landowners, which will also be discussed later in the meeting.

Unfinished Business - *See board packet for staff memo.*

Public Utilities Director Wicklund discussed the following:

Roberts Gravel Pit Purchase: Will go into closed session at the end of the meeting to discuss offers or counteroffers for land owned by the Roberts.

Crypto Mining Projects: VCV Digital Infrastructure Minnesota LLC, contacted BPU after the July 25, 2023, commission meeting and requested that the Commission reconsider monthly capacity charge and distribution demand charge for Large Interruptible Power Rate. Public Utilities Director Wicklund communicated to VCV that the recent update was just approved in July and will likely remain in effect.

Wicklund noted a correction in the memo provided at the July 25, 2023, meeting regarding the Distribution Demand Rate. The rate should have stated \$2.095 per kW rather than the \$2.95 per kW that was typed in error. The \$2.095 per kW is still in effect and this rate has been used in calculating demand charges.

Finance Manager Position: Danny Loch has accepted the position of Finance Manager and will be starting on October 30.

New Business

Discussion of Chlorination of City's Water Supply

Commission President Wussow noted a letter from a member of the public was submitted with reference to this topic and has been read and included in the board packet as part of this discussion item.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

Morgan Salo with Bolton & Menk discussed with the Commission the following:

- Water Treatment Facility Asset Inventory - Engineers reviewed the plant for asset management to aid in future planning and maintenance for structural, architectural, process, mechanical, and electrical.
- In 2022, BPU received a compliance schedule from the Minnesota Department of Health (MDH) that utilizes the Environmental Protection Agency (EPA) for lead and copper corrosion. Several samples collected in the distribution system had exceeded the action level for copper corrosion.
- In starting with the compliance schedule, BPU was required to do a study. A copper coupon test was conducted last summer with Bolton & Menk to help identify the source of the copper corrosion within the system. Throughout the study it was identified that the chemistry of the distribution water was likely a source of copper corrosion within the system.
- Possible solutions were reviewed to address the copper corrosion which led to evaluating the existing infrastructure and condition as a planning tool. Also, to meet compliance of copper corrosion as required by the MDH and EPA. There is a November 6th, 2023, deadline to have a solution submitted. An implementation and compliance schedule would be required to follow.
- Chemical addition is a proposed solution.
- Recommended a committee discussion to map out solutions and make a path forward. The Copper Corrosion study resulted in identifying two solutions, both which require chemical additions and those chemicals require chlorine per MDH rules and regulations.
- With no disinfection (addition of chlorine), there is the risk of boil orders and the addition of phosphate for corrosion control wouldn't be possible.

Water/Wastewater Manager Gammon discussed the following:

- Copper corrosion sampling requirements as well as discharge requirements on wastewater. The state has increased the sampling to 60 samples twice a year.
- Guidance from the MDH is to establish that due diligence has occurred when completing the Level 1 Assessment. MDH will also be completing their own testing within the next month. Chlorination will continue while guidance and testing with the MDH is ongoing.

Additional discussion included:

- Commissioner Angland inquired on the wetland discharge. The Water Plant, permitted by the MPCA, currently discharges the backwash waste into a seepage pond located west of the facility. Iron, manganese, and additional items filtered from the drinking water through the backwash process are discharged into the seepage pond.
- New facilities have a reclamation tank which is more environmentally friendly. Potential reclamation system is a future project idea for BPU. To not chlorinate in this project scenario, there would be need for a variance because the water would be exposed to air during the reclamation process which is a potential source of contamination. BPU would need to work with MDH through this process, if allowed.
- City Liaison Czezok inquired on the option to chlorinate or not. Paul Saffert of Bolton & Menk discussed the three decision points that will need to be made: (1) Immediate: Requirement by MDH to continue to chlorinate until further notice; (2) November 6, 2023: Decision for options for corrosion control due and; (3) Long Term: Decisions on ongoing and overall water quality including disinfection and decisions based on asset assessment of Water Treatment Plant.
- Commissioner Matten encouraged another review of the previous presentation of water treatment options be presented to possibly City Council and the BPU Commission to increase education on viable options noting this is a top priority.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

- Commissioner Johnson inquired on the source of the recent contamination. Water/Wastewater Manager Gammon reported that BPU is not 100% certain, which is not uncommon but looking possibly at source water. Gammon also reviewed a brief timeline of coliform testing:
 - August 1st, 2023: scheduled sampling – no issues
 - Week of August 7th: Three ‘positives’ in the distribution system
 - Resampled those of which source water was included.
 - Once confirmed – issued boil water advisory.
- Brainerd resident, Julis Kapushinski, inquired on the initial public post of the boil water advisory which noted a possible date of July 27th, 2023, at a construction site as a possible source date. Public Utilities Director Wicklund responded that the MDH had inquired about recent projects that involved water mains and it was determined to be that date but not specifically mentioned to be the cause. After discussion with the MDH that July 27th, 2023, date made its way into the public notice when the first positive sample was not until August 7th, 2023.
- Commission Matten commented on the notifications to the public for the recent boil advisory. Social media is the quickest way to notify but knows that BPU used all available avenues including radio, phone, etc. Requested that BPU continue with consistent updates to public, possibly biweekly.
- Commissioner Angland inquired who ultimately makes the decision to chlorinate or not and emphasized that Bolton & Menk’s presentation needs to be reviewed by whomever is part of this decision-making process. Commission President Wussow noted that the Commission would ultimately make the decision on chlorination.
- City Liaison Czczok summarized his take on the public perception of the communications and ultimately gave credit to the staff for communication and acting on the water boil advisory. Czczok noted he has been doing his due diligence to continue to communicate the dates of the events leading up to this, noting the public notification came just days after the first positive test, which a second test is required.
- Commission President Wussow noted the following next steps:
 - The decision on the continuation of chlorination will be on an upcoming agenda.
 - The information previously presented by Bolton & Menk to Commissioners Angland and Matten will be reviewed by the entire commission.
 - Staff will summarize all options for the Commission as it relates to Lead and Copper compliance in conjunction with the possibility of continued chlorination.

Authorization to Use Request for Proposal Process to Select Engineering Firm for Design and Construction for Water Reclamation Project

Commission Johnson inquired on timing of this process. Public Utilities Director Wicklund noted that this project will go hand in hand with other projects that are currently being discussed but will try to have this design request put together by the end of September or beginning of October. Wicklund also noted potential grant funding.

Motion by Commissioner Matten and seconded by Commissioner Johnson to authorize the request for proposal process to select the engineering firm for design and construction for the Water Reclamation Project. There was a unanimous vote in favor of the motion. Motion carried.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

Approval of Widseth Fee Amendment for \$28,500 for Additional Services Provided During Bidding Phase for the Directional Drilling Forceman River Crossing Project (see board packet for written request and memo)

David Reese, PE, Widseth, presented the summary of the fee amendment and process to get the bidding and permitting process completed. Additional time to complete their services includes a request for an additional fee of \$28,500. Additional time was needed to review procedural and contract requirements with the withdrawal of the original bid winner and re-awarding to the next responsible low bidder. Staff also recommend the approval of this fee amendment.

Motion by Commissioner Johnson and seconded by Commissioner Matten to approve the Widseth Fee Amendment for \$28,500 for additional services provided during the Directional Drilling Forceman River Crossing project. There was a unanimous vote in favor of the motion. Motion carried.

Approval of Scope of Services with Bolton & Menk for Wellhead Protection Plan Part 2 for \$36,000 (see board packet for proposal)

Public Utilities Director Wicklund noted the Plan needs to be updated every 10 years, and the original due date was 2022 and currently on an extension with a completion date of July 1, 2024. Bolton & Menk would facilitate with all necessary entities to assist staff to complete study.

Motion by Commissioner Matten and seconded by Commissioner Angland to approve the Scope of Services with Bolton & Menk for Wellhead Protection Plan Part 2 for \$36,000. There was a unanimous vote in favor of the motion. Motion carried.

Approval to Sell Surplus Meter Bases and Obsolete Ductile Iron Water Pipe on Minnesota Department of Administration Surplus Services Online Auction Site

Motion by Commissioner Johnson and seconded by Commissioner Matten to approve staff to sell surplus meter bases and obsolete ductile iron water pipe on Minnesota Department of Administration Surplus Services Online Auction Site. There was a unanimous vote in favor of the motion. Motion carried.

City Administrator Report

City Administrator Bergman reported on the following:

- Road construction projects include Lum Park Road washout at SW 4th Street.
- Budget - The City Council held a workshop on August 28, 2023, to review the budget. Preliminary levy must be set by the end of September. Final levy can go lower but cannot go higher. A big piece of the budget is personnel, and staff are currently still working on classification and compensation study. September 11, 2023, there will be a workshop where Flaherty & Hood will be presenting and making a recommendation to the City Council.
- Union Negotiations - Intent to negotiate was received from both IBEW Unions, BPU and Admin Support. Hoping to start in October.
- Historic Water Tower Committee - Successful in getting some congressional direct spending into the Bill which has not passed yet. Senator Klobuchar toured the water tower last week.

City Liaison Report

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

City Council Liaison Czezok noted his intention to write a brief statement to submit to Brainerd Dispatch on recent boil water advisory, timing and action taken. Commission President Wussow noted that all press releases need to go through Administrator. BPU Staff and City Administrator Bergman will review. Employee Appreciation Day is September 6, 2023.

Public Utility Director's Report

- See the board packet for report which included the following significant items:
 - Water Treatment Facility Asset Assessment Inventory
 - Lead Service Line (LSL) Assessment
 - Rewrite of City Water System Ordinance
 - Wellhead Protection Plan
 - Retirement Date: May 3, 2024

Commission President Wussow noted that the Personnel Committee will be meeting monthly with staff to prepare for this retirement. Commissioner Johnson requested the hydro generation line item be added back to the monthly financial statement.

Managers Reports

Operations Manager Hawkinson reported on the following:

- Wastewater Solar Project - Stump removal should be completed tomorrow. Working through some Conditional Use Permit (CUP) challenges with the City of Baxter. Anderson Brothers to start site grading set to begin the week of September 11th. BPU to start boring pipes for interconnecting services. Target date to be online is the end of November.
- Solar Projects - Two more new solar connections are being worked on, and total number of connections is approximately 20 residential projects smaller than 40 kW.
- Mutual Aid - August 11th request from the City of Mora looking for immediate assistance and 4 linemen responded.
- Hydro - All generators are currently off due to low water levels. Currently in low flow plan.
- Load Control Audits - Metering crew is currently working on this.
- Water Distribution Crew – Flushing, sampling, and monitoring chlorine levels.
- Hwy 25/MN DOT Project - Currently working with MNDOT on 16" water main and electric distribution systems affected by Project.
- Stated appreciation of Staff.

Water/Wastewater Manager Gammon

- Land Application - Wrapped up for 2023 cropping year. The crew has been very efficient.
- Approval for EPA and MPCA for Delegation will be going out today - Deadline is September 1st, 2023, and expecting some requested changes.
- SBR Parts - Pump replacement parts are still on order and the project is on hold until received.
- Main Lift - Conduit work is happening. Noticing delay on pumps and electric parts with some delayed until September of 2024.
- Evergreen Lift - Completed make up air replacement and now located outside on the ground. Easier access for maintenance and safety for staff.
- Water Production - Working on procedures for the acid washing of the filters and backwash. Focus on proper equipment and ventilation. Work continues on maintaining dead end water mains.
- Stated appreciation of staff.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

HR Director's Report

- See the board packet for report.

Commissioner Johnson noted the recent organization and hierarchy changes that occurred and inquired if the following positions have updated job descriptions:

- Operations Manager
- Water/Wastewater Manager
- Finance Manager

HR Director Schubert stated the Operations Manager has a job description however, it has not been updated since the organization chart changes. It will be updated. Staff are currently working with Flaherty & Hood, who are updating the format of all job descriptions, so at that point this will be updated too. The same situation applies to the Water/Wastewater Manager's job description. The Finance Manager job description was recently revised and is updated.

Commissioner Johnson requested that Operations Manager Hawkinson and Water/Wastewater Manager Gammon be kept updated on this process. Commission President Wussow also clarified that these three positions will receive the Department Head benefits package but will not be classified as Department Heads.

Commission Members – Future Agenda Items

Commission President Wussow expressed thanks to staff for work done on recent boil order. Continue to learn through each situation and process.

Commissioner Johnson reported on getting an update regarding the Hydro Dam upgrades at the September Commission meeting.

Commissioner Angland stated he sees an opportunity to take an internal look at BPU organization. Suggested a SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats) or similar review. A SWOT would help identify adequate training opportunities, department challenges, strategic opportunities, and processes and standard practices. Noted incredible staff and complex organization. Recent changes including Charter change, organizational changes, and responsibilities need to include the involvement of BPU staff. He offered his services in any way it could be helpful and as a potential future agenda item.

Commission President Wussow requested staff review opportunities with agencies that could offer this service.

Commissioner Matten stated the Commission's role is not necessarily the day-to-day operations but to provide the best tools possible for staff. Keeping the Capital Improvement Plan in mind and the need to shift projects as the need presents itself. Would like to see is the list of the housing study previously provided revisited. Filling open positions is a top priority since some BPU staff are performing double duties.

Next Board meeting is scheduled for September 26, 2023.

Adjournment

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

August 29, 2023

Commissioner Wussow adjourned to closed session pursuant to MN Statute 13D.05, Subd. 3(C)3 to consider or develop offers or counteroffers for the purchase of Roberts property located near the water plant at 10:34 AM.

Those in attendance were Commissioners Johnson, Matten, Angland, and Wussow, City Council Member Czczok, Operations Manager Hawkinson, and Public Utilities Director Wicklund.

Commissioner Wussow reconvened the meeting back into open session at 11:19 AM.

City Administrator Bergman noted on September 13, 2023, the House Bonding Committee will be in Brainerd for their tour. Staff will have 10 minutes to present to the committee. Public Utilities Director Wicklund will be presenting on funding for the Water Treatment Plant. The presentation will be taking place at CLC.

Adjournment at 11:21 AM by Commissioner Wussow to the City Council Compensation Study Presentation on September 11th at 6:00 PM in the City Council Chambers.

Patrick Wussow, Commission President

Todd Wicklund, Commission Secretary



Brainerd Public Utilities, MN

Check Report

By Check Number

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP2-BREMER BANK						
Payment Type: EFT						
05948	MICROSOFT	08/25/2023	EFT	0.00	50.44	151
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
E02000JCZ2	Invoice	08/24/2023	ACCOUNT NAME: ONLINE SERVICES: 08/2023	0.00	50.44	
	1.5.31.220		Communications		25.22	
	2.5.31.220		Communications		10.09	
	3.5.31.220		Communications		10.09	
	4.5.31.220		Communications		5.04	
09535	U.S. BANK ST PAUL	09/21/2023	EFT	0.00	724,443.75	152
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2366495	Invoice	09/21/2023	ACCOUNT NAME: Account #: 0037186NS / MN GO Bond 20	0.00	724,443.75	
	2.1.1321		Accounts Receivable - Mi		275,288.62	
	2.2.1711		Accrued Interest Payable		47,221.88	
	2.2.2815		Bonds Payable		315,000.00	
	3.2.1711		Accrued Interest Payable		11,333.25	
	3.2.2815		Revenue Bonds Payable		75,600.00	
00140	AEP ENERGY PARTNERS, INC.	09/18/2023	EFT	0.00	1,315,312.67	153
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
175-21450254	Invoice	09/15/2023	ACCOUNT NAME: Invoice Period: 08/01/23-08/31/23	0.00	1,315,312.67	
	1.5.11.210		Purchased Power		1,315,312.67	
10095	AEP ONSITE PARTNERS, LLC	09/18/2023	EFT	0.00	78,757.26	154
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
419-21450144	Invoice	09/15/2023	ACCOUNT NAME: Invoice Period: 08/01/23-08/31/23	0.00	78,757.26	
	1.5.11.210		Purchased Power		78,757.26	
Total EFT:				0.00	2,118,564.12	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
03279	FEDERAL ENERGY REGULATORY COMMISSION	08/30/2023	Regular	0.00	3,467.26	80799
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
H2300-00	Invoice	08/30/2023	PROJECT ID: 02533 - ANNUAL CHARGES	0.00	3,467.26	
	4.5.31.420		Dues & Subscriptions		3,467.26	
04400	IC SYSTEM, INC.	08/30/2023	Regular	0.00	235.27	80800
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
N0954928	Invoice	08/30/2023	IC SYSTEM - 1052288 STATEMENT	0.00	141.28	
	1.5.31.290		Other Charges		141.28	
N0975620	Invoice	08/30/2023	IC SYSTEM - 1052288 STATEMENT	0.00	93.99	
	1.5.31.290		Other Charges		93.99	
06268	MIXTURE WEB LLC	08/30/2023	Regular	0.00	640.00	80801
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
590799	Invoice	08/30/2023	WEBSITE SUPPORT / TRAINING: 08/2023	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	
07642	PITNEY BOWES BANK INC. PURCHASE POWER	08/30/2023	Regular	0.00	375.00	80802
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
08/16/23 STATE	Invoice	08/30/2023	8000-9090-1100-6348-QUARTERLY SUBSC	0.00	375.00	
	1.5.31.220		Communications		180.00	
	1.5.31.420		Dues & Subscriptions		25.00	
	2.5.31.220		Communications		60.00	
	2.5.31.420		Dues & Subscriptions		25.00	
	3.5.31.220		Communications		60.00	
	3.5.31.420		Dues & Subscriptions		25.00	
00145	AICPA	09/08/2023	Regular	0.00	555.00	80803
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1188780-8/1/23-	Invoice	09/08/2023	Membership Renewal: 08/01/23-07/31/2	0.00	555.00	
	1.5.31.420		Dues & Subscriptions		333.00	
	2.5.31.420		Dues & Subscriptions		111.00	
	3.5.31.420		Dues & Subscriptions		111.00	
00335	AMERICAN WATER WORKS ASSOCIATION	09/08/2023	Regular	0.00	365.00	80804
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
7002135177	Invoice	09/08/2023	Membership Renewal: 11/01/23-10/31/2	0.00	365.00	
	2.5.31.420		Dues & Subscriptions		365.00	
00497	AUTO VALUE	09/08/2023	Regular	0.00	51.17	80805
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
17344360	Invoice	09/08/2023	Brake Parts Cleaner	0.00	51.17	
	3.5.11.360		Other Commodities		51.17	
07333	BRADLEY J. OLSON	09/08/2023	Regular	0.00	82.50	80806

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
08/30/23-SAFETY	Invoice	09/08/2023	REIMBURSE SAFETY BOOTS @ 50%	0.00	82.50	
	1.5.21.315		Personal Protection Equip		82.50	
04097	CORY HENNINGSON	09/08/2023	Regular	0.00	91.80	80807
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/30/23-SAFETY	Invoice	09/08/2023	REIMBURSE SAFETY BOOTS @ 50%	0.00	91.80	
	1.5.21.315		Personal Protection Equip		91.80	
02957	DANIEL DOUCETTE	09/08/2023	Regular	0.00	168.34	80808
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/31/2023-MILE	Invoice	09/08/2023	REIMBURSE MILEAGE FOR MRWA - OPER	0.00	168.34	
	2.5.21.460		Travel/Conferences/Scho		168.34	
04555	INTEGRATED PROTECTION SYSTEMS, INC.	09/08/2023	Regular	0.00	5,731.82	80809
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
80350	Invoice	09/08/2023	FINAL INVOICES FOR TREND NET/INTERC	0.00	5,731.82	
	1.1.4011		Construction In Progress		3,439.09	
	2.1.4011		Construction In Progress		2,292.73	
05530	LEAGUE OF MN CITIES INS. TRUST P&C	09/08/2023	Regular	0.00	28,415.75	80810
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10002612-Q4 20	Invoice	09/08/2023	Acct #: 10002612 - Q4 2023 WORK COMP	0.00	28,415.75	
	1.1.1711		Prepaid expenses		28,415.75	
06141	MINNESOTA DEPT OF HEALTH	09/08/2023	Regular	0.00	96.00	80811
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/12/23 EXAM -	Invoice	09/08/2023	WTR OPERATOR - CLASS C EXAM FEE - KE	0.00	32.00	
	3.5.11.440		License/Taxes/Permits		32.00	
10/12/23 EXAM-	Invoice	09/08/2023	WTR OPERATOR - CLASS C EXAM - ERIC KL	0.00	32.00	
	3.5.11.440		License/Taxes/Permits		32.00	
10/12/23 EXAM-T	Invoice	09/08/2023	WTR OPERATOR - CLASS C EXAM - TANNE	0.00	32.00	
	3.5.11.440		License/Taxes/Permits		32.00	
07335	OFFICE SHOP	09/08/2023	Regular	0.00	452.17	80812
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1130567-0	Invoice	09/08/2023	OFFICE SUPPLIES	0.00	109.66	
	1.5.31.370		Office Supplies		65.80	
	2.5.31.370		Office Supplies		21.93	
	3.5.31.370		Office Supplies		21.93	
1130567-1	Invoice	09/08/2023	OFFICE SUPPLIES	0.00	8.51	
	1.5.31.370		Office Supplies		5.11	
	2.5.31.370		Office Supplies		1.70	
	3.5.31.370		Office Supplies		1.70	
1130944-0	Invoice	09/08/2023	OFFICE SUPPLIES	0.00	22.35	
	3.5.11.370		Office Supplies		22.35	
1131229-0	Invoice	09/08/2023	OFFICE SUPPLIES	0.00	58.24	
	1.5.31.370		Office Supplies		34.94	
	2.5.31.370		Office Supplies		11.65	
	3.5.31.370		Office Supplies		11.65	
1131229-1	Invoice	09/08/2023	PRINTER TONER	0.00	253.41	
	1.5.31.370		Office Supplies		152.05	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	2.5.31.370	Office Supplies	PRINTER TONER		50.68	
	3.5.31.370	Office Supplies	PRINTER TONER		50.68	
09330	TIM THOMPSON PLUMBING, LLC	09/08/2023	Regular	0.00	507.00	80813
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2395	Invoice	09/08/2023	INVOICE FOR KINGWOOD STREET APPT -	0.00	357.00	
2.5.21.290	Other Charges		INVOICE FOR KINGWOOD STREE		357.00	
2396	Invoice	09/08/2023	INVOICE FOR KINGWOOD ST APT #1 - AIR	0.00	150.00	
2.5.21.290	Other Charges		INVOICE FOR KINGWOOD ST AP		150.00	
09728	WASTE PARTNERS	09/08/2023	Regular	0.00	1,572.81	80814
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
38X00794	Invoice	09/08/2023	TRASH/RECYCLING SERVICE: ACCT#24205	0.00	1,572.81	
1.5.21.270	Cleaning & Waste Remov		WASTE PARTNERS		116.92	
1.5.31.270	Cleaning & Waste Remov		WASTE PARTNERS		58.46	
2.5.21.270	Cleaning & Waste Remov		WASTE PARTNERS		58.46	
2.5.31.270	Cleaning & Waste Remov		WASTE PARTNERS		58.46	
3.5.11.270	Cleaning & Waste Remov		WASTE PARTNERS		347.36	
3.5.21.270	Cleaning & Waste Remov		WASTE PARTNERS		874.85	
4.5.11.270	Cleaning & Waste Remov		WASTE PARTNERS		58.30	
09948	WIDSETH SMITH NOLTING & ASSOC., INC	09/08/2023	Regular	0.00	61,275.95	80815
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
225585	Invoice	09/08/2023	FORCEMAIN RIVER CROSSING-SERVICES T	0.00	61,275.95	
3.1.4011	Construction In Progress		FORCEMAIN RIVER CROSSING-S		61,275.95	
00105	ACE HARDWARE-BRAINERD	09/13/2023	Regular	0.00	293.73	80827
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
317792	Invoice	09/13/2023	HOSE SHUT OFF	0.00	14.42	
2.5.11.240	Maintenance - Equipmen		HOSE SHUT OFF		14.42	
317922	Invoice	09/13/2023	LAG SCREW	0.00	14.90	
1.5.21.360	Other Commodities		LAG SCREW		14.90	
317969	Invoice	09/13/2023	HOSES/NOZZLES	0.00	62.45	
3.5.11.240	Maintenance - Equipmen		HOSES/NOZZLES		62.45	
318112	Invoice	09/13/2023	PAINT MIXER	0.00	9.61	
1.5.21.360	Other Commodities		PAINT MIXER		9.61	
318225	Invoice	09/13/2023	HDW CLOTH	0.00	192.35	
1.5.21.310	Small Tools & Supplies		HDW CLOTH		192.35	
00315	AMERICAN STEEL INC	09/13/2023	Regular	0.00	150.68	80828
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
116981	Invoice	09/13/2023	D RINGS	0.00	93.93	
1.5.21.240	Maintenance - Equipmen		D RINGS		56.36	
2.5.21.240	Maintenance - Equipmen		D RINGS		37.57	
117095	Invoice	09/13/2023	18 GA SHEET	0.00	56.75	
4.5.11.240	Maintenance - Equipmen		18 GA SHEET		56.75	
00325	AMERICAN TEST CENTER, INC.	09/13/2023	Regular	0.00	3,240.00	80829
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2231605	Invoice	09/13/2023	ANNUAL SAFETY INSPECTIONS-ELEC TRUC	0.00	3,240.00	
1.5.21.240	Maintenance - Equipmen		ANNUAL SAFETY INSPECTIONS		3,240.00	
00340	ARAMARK UNIFORM SERVICES	09/13/2023	Regular	0.00	95.22	80830

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
2530176649	Invoice	09/13/2023	WORK UNIFORMS	0.00	31.74	
	1.5.21.270		Cleaning & Waste Remov		19.04	
	2.5.21.270		Cleaning & Waste Remov		12.70	
2530179399	Invoice	09/13/2023	WORK UNIFORMS	0.00	31.74	
	1.5.21.270		Cleaning & Waste Remov		19.04	
	2.5.21.270		Cleaning & Waste Remov		12.70	
2530181628	Invoice	09/13/2023	WORK UNIFORMS	0.00	31.74	
	1.5.21.270		Cleaning & Waste Remov		19.04	
	2.5.21.270		Cleaning & Waste Remov		12.70	
00692	BATTERIES PLUS # 035	09/13/2023	Regular	0.00	39.98	80831
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
P65380072	Invoice	09/13/2023	12V BATTERIES	0.00	39.98	
	2.5.21.240		Maintenance - Equipmen		39.98	
00735	BEST OIL COMPANY	09/13/2023	Regular	0.00	5,749.45	80832
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
31042	Invoice	09/13/2023	DIESEL	0.00	1,045.00	
	1.5.21.320		Motor Fuels & Lubricants		627.00	
	2.5.21.320		Motor Fuels & Lubricants		209.00	
	3.5.11.320		Motor Fuels & Lubricants		209.00	
48477	Invoice	09/13/2023	DIESEL	0.00	833.92	
	1.5.21.320		Motor Fuels & Lubricants		500.36	
	2.5.21.320		Motor Fuels & Lubricants		166.78	
	3.5.11.320		Motor Fuels & Lubricants		166.78	
4850	Invoice	09/13/2023	DIESEL	0.00	392.18	
	1.5.21.320		Motor Fuels & Lubricants		235.30	
	2.5.21.320		Motor Fuels & Lubricants		78.44	
	3.5.11.320		Motor Fuels & Lubricants		78.44	
4851	Invoice	09/13/2023	DIESEL	0.00	975.25	
	1.5.21.320		Motor Fuels & Lubricants		585.15	
	2.5.21.320		Motor Fuels & Lubricants		195.05	
	3.5.11.320		Motor Fuels & Lubricants		195.05	
4852	Invoice	09/13/2023	GAS	0.00	1,110.40	
	1.5.21.320		Motor Fuels & Lubricants		666.24	
	2.5.21.320		Motor Fuels & Lubricants		222.08	
	3.5.11.320		Motor Fuels & Lubricants		222.08	
4896	Invoice	09/13/2023	DIESEL	0.00	664.00	
	1.5.21.320		Motor Fuels & Lubricants		398.40	
	2.5.21.320		Motor Fuels & Lubricants		132.80	
	3.5.11.320		Motor Fuels & Lubricants		132.80	
4897	Invoice	09/13/2023	GAS	0.00	728.70	
	1.5.21.320		Motor Fuels & Lubricants		437.22	
	2.5.21.320		Motor Fuels & Lubricants		145.74	
	3.5.11.320		Motor Fuels & Lubricants		145.74	
00982	BRAINERD HYDRAULIC AIR & INDUSTRIAL SUPP	09/13/2023	Regular	0.00	358.54	80833
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
29139	Invoice	09/13/2023	SUPPLIES FOR FA#1026	0.00	358.54	
	1.5.21.240		Maintenance - Equipmen		358.54	
01805	CENTERPOINT ENERGY	09/13/2023	Regular	0.00	132.00	80834

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
8000014432-1-8/	Invoice	09/13/2023	MONTHLY GAS BILL - WTR PROD/WTR DIS	0.00	132.00	
	2.5.11.230		Utilities		26.00	
	2.5.21.230		Utilities/Gas		15.00	
	3.5.21.230		Utilities		91.00	
02778	D & D BEVERAGE, LLC	09/13/2023	Regular	0.00	31.00	80835
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1983457	Invoice	09/13/2023	BLEACH	0.00	31.00	
	3.5.11.360		Other Commodities		31.00	
03281	FELLING TRAILERS	09/13/2023	Regular	0.00	1,613.12	80836
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
014646	Invoice	09/13/2023	SPRING SLIPPER/EQUALIZER KIT - FA#153	0.00	1,613.12	
	1.5.21.240		Maintenance - Equipmen		1,613.12	
03695	GOPHER STATE ONE-CALL	09/13/2023	Regular	0.00	256.50	80837
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3080110	Invoice	09/13/2023	GSOC TICKETS: 08/2023	0.00	256.50	
	1.5.21.240		Maintenance - Equipmen		153.90	
	2.5.21.240		Maintenance - Equipmen		102.60	
04613	JACO ANALYTICAL, INC.	09/13/2023	Regular	0.00	34.30	80838
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
E3HV07	Invoice	09/13/2023	OIL SAMPLES	0.00	34.30	
	1.5.21.275		Testing & Monitoring		34.30	
05755	MAGNEY CONSTRUCTION, INC	09/13/2023	Regular	0.00	5,141.74	80839
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
DTM-3009	Invoice	09/13/2023	EXCAVATE EXISTING VALVES	0.00	5,141.74	
	2.5.11.240		Maintenance - Equipmen		5,141.74	
06556	MPOWER TECHNOLOGIES, INC.	09/13/2023	Regular	0.00	8,250.00	80840
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5409	Invoice	09/13/2023	MPOWER SUPPORT SERVICES	0.00	8,250.00	
	1.5.31.285		Consulting Services		4,950.00	
	2.5.31.285		Consulting Services		3,300.00	
07339	ONLINE INFORMATION SERVICES, INC.	09/13/2023	Regular	0.00	381.84	80841
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1208255	Invoice	09/13/2023	ONLINE UTILITY EXCHANGE REPORT: 08/	0.00	381.84	
	1.5.31.290		Other Charges		229.10	
	2.5.31.290		Other Charges		76.37	
	3.5.31.290		Other Charges		76.37	
08410	SCR-NORTHERN	09/13/2023	Regular	0.00	20,011.42	80842
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
W45643	Invoice	09/13/2023	SLUDGE HEAT EXCHANGER/BOILER REPAI	0.00	19,402.62	
	3.5.11.250		Maintenance - Buildings		19,402.62	
W46016	Invoice	09/13/2023	LEL SENSORS @ DIGESTER BUILDING	0.00	608.80	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	3.5.11.250	Maintenance - Buildings	LEL SENSORS @ DIGESTER BUIL		608.80	
10188	XTONA	09/13/2023	Regular	0.00	400.00	80843
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9836	Invoice	09/13/2023	Monthly IT Billing: 09/2023	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	
00825	BORDER STATES ELECTRIC	09/14/2023	Regular	0.00	2,966.55	80854
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
926927151	Invoice	09/14/2023	INV 15KV 350 KIT PARTS	0.00	631.72	
	1.1.1611		Inventories		631.72	
926952369	Invoice	09/14/2023	INV SPLICES AND WEDGE TAP	0.00	1,237.50	
	1.1.1611		Inventories		1,237.50	
926961224	Invoice	09/14/2023	INV 35KV 600 UG LUGS	0.00	429.39	
	1.1.1611		Inventories		429.39	
926961235	Invoice	09/14/2023	INV 35KV 600A PARTS FOR STOCK	0.00	667.94	
	1.1.1611		Inventories		667.94	
02556	CORE & MAIN LP	09/14/2023	Regular	0.00	4,507.35	80855
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
T478061	Invoice	09/14/2023	INV WM0020 3/4 IPERL	0.00	4,507.35	
	2.1.1611		Inventories		4,507.35	
02870	DIVERSIFIED POWER SERVICES, INC	09/14/2023	Regular	0.00	45,415.11	80856
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
191106-573	Invoice	09/14/2023	PUR ST JOE XFRMR ESCALATION CHARGE	0.00	45,415.11	
	1.1.4011		Construction In Progress		45,415.11	
03282	FERGUSON WATERWORKS #2518	09/14/2023	Regular	0.00	4,494.49	80857
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0506560	Invoice	09/14/2023	INV QJ COPRESSION NUTS	0.00	171.29	
	2.1.1611		Inventories		171.29	
0506560-1	Invoice	09/14/2023	INV QJ COPRESSION NUTS	0.00	148.96	
	2.1.1611		Inventories		148.96	
0517178	Invoice	09/14/2023	INV WV GATE BOX PARTS	0.00	2,373.78	
	2.1.1611		Inventories		572.00	
	2.1.1611		Inventories		170.67	
	2.1.1611		Inventories		205.56	
	2.1.1611		Inventories		130.54	
	2.1.1611		Inventories		700.00	
	2.1.1611		Inventories		595.01	
0517583	Invoice	09/14/2023	INV WT PARTS	0.00	1,800.46	
	2.1.1611		Inventories		571.60	
	2.1.1611		Inventories		255.00	
	2.1.1611		Inventories		973.86	
08380	SCHWEITZER ENGINEERING LABORATORIES, INC	09/14/2023	Regular	0.00	63,557.49	80858

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
58419	Invoice	09/14/2023	PUR HYDROGENERATOR RELAYING UPGR	0.00	63,557.49	
	4.1.4011		Construction In Progress		63,557.49	
09735	WATER CONSERVATION SERVICE, INC.	09/14/2023	Regular	0.00	995.30	80859
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13446	Invoice	09/14/2023	8/17/23-Little Buffalo Creek-16" Main Lea	0.00	995.30	
	2.5.21.260		Maintenance - Other		995.30	
00133	AGC NETWORKS, LLC	09/15/2023	Regular	0.00	539.88	80860
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9500077766	Invoice	09/15/2023	PROVIDE & INSTALL AVAYA SIP ENDPOINT	0.00	539.88	
	1.5.31.440		License/Taxes/Permits		269.94	
	2.5.31.440		License/Taxes/Permits		107.98	
	3.5.31.440		License/Taxes/Permits		107.98	
	4.5.31.440		Licenses/Taxes/Permits		53.98	
00820	BOLTON & MENK, INC.	09/15/2023	Regular	0.00	29,832.80	80861
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0319276	Invoice	09/15/2023	BIOSOLIDS/SYSTEM REVIEW: 7/8/23-8/18	0.00	2,802.50	
	2.5.31.285		Consulting Services		1,737.50	
	3.5.31.285		Consulting Services		1,065.00	
0319277	Invoice	09/15/2023	WTP-ASSET INVENTORY: 7/8/23-8/18/23	0.00	27,030.30	
	2.5.31.285		Consulting Services		27,030.30	
02025	CITY OF BRAINERD	09/15/2023	Regular	0.00	207,786.92	80862
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/2023-MILL RA	Invoice	09/15/2023	MONTHLY TRANSFER: 08/2023	0.00	88,742.24	
	1.2.1012		Due to City of Brainerd		88,742.24	
08/31/23-SAN/S	Invoice	09/15/2023	SANITARY & STORM SEWER BILLING/COLL	0.00	115,164.93	
	3.2.1012		Due to City of Brainerd		75,607.65	
	3.2.1012		Due to City of Brainerd		39,557.28	
23-0003548	Invoice	09/15/2023	BAKER TILLY INV#BTMA18148/2022 DISCL	0.00	2,493.75	
	1.5.31.285		Consulting Services		1,500.00	
	2.5.31.285		Consulting Services		993.75	
23-0003559	Invoice	09/15/2023	07/2023 RATWIK, ROSAK, & MALONEY INV	0.00	1,386.00	
	1.5.31.285		Consulting Services		108.90	
	2.5.31.285		Consulting Services		36.30	
	3.5.11.285		Consulting Services		1,204.50	
	3.5.31.285		Consulting Services		36.30	
00105	ACE HARDWARE-BRAINERD	09/18/2023	Regular	0.00	27.55	80863
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
318277	Invoice	09/18/2023	Paint Thinner	0.00	9.61	
	2.5.11.360		Other Commodities		9.61	
318280	Invoice	09/18/2023	Fasteners	0.00	17.94	
	2.5.11.360		Other Commodities		17.94	
00250	AMARIL UNIFORM COMPANY	09/18/2023	Regular	0.00	2,327.98	80864
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IV248649	Invoice	09/18/2023	ELEC CREW - CLOTHING/UNIFORMS	0.00	997.41	
	1.5.21.315		Personal Protection Equip		997.41	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
IV248846	Invoice	09/18/2023	HI VIS CLOTHING	0.00	1,330.57	
	1.5.21.315		Personal Protection Equip		1,330.57	
00340	ARAMARK UNIFORM SERVICES	09/18/2023	Regular	0.00	31.74	80865
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2530184130	Invoice	09/18/2023	WORK UNIFORMS	0.00	31.74	
	1.5.21.270		Cleaning & Waste Remov		19.04	
	2.5.21.270		Cleaning & Waste Remov		12.70	
00670	BARR ENGINEERING CO	09/18/2023	Regular	0.00	20,636.39	80866
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
23181016.06-19	Invoice	09/18/2023	WORK ORDER # 6 - SUPPORT FOR HYDRO	0.00	20,636.39	
	4.5.31.285		Consulting Services		20,636.39	
00825	BORDER STATES ELECTRIC	09/18/2023	Regular	0.00	342.60	80867
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
927005048	Invoice	09/18/2023	PUR EU3673 750 LUGS	0.00	342.60	
	1.1.1611		Inventories		342.60	
01890	CHARTER COMMUNICATIONS	09/18/2023	Regular	0.00	39.47	80868
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
17559020109012	Invoice	09/18/2023	TV SERVICE: 09/2023	0.00	39.47	
	1.5.31.220		Communications		23.68	
	2.5.31.220		Communications		15.79	
02785	DACOTAH PAPER CO	09/18/2023	Regular	0.00	501.45	80869
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
42543	Invoice	09/18/2023	CLEANING SUPPLIES	0.00	501.45	
	1.5.21.360		Other Commodities		250.72	
	2.5.21.360		Other Commodities		100.29	
	3.5.11.360		Other Commodities		100.29	
	4.5.11.360		Other Commodities		50.15	
03118	ESSENTIA HEALTH	09/18/2023	Regular	0.00	591.00	80870
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
800007619-09/4/	Invoice	09/18/2023	OCCUPATIONAL EMPLOYMENT TESTING/	0.00	591.00	
	1.5.21.290		Other Charges		75.00	
	1.5.31.290		Other Charges		85.00	
	2.5.11.290		Other Charges		25.00	
	2.5.31.290		Other Charges		20.00	
	3.5.11.290		Other Charges		366.00	
	3.5.31.290		Other Charges		20.00	
03495	FLAHERTY & HOOD, P.A.	09/18/2023	Regular	0.00	523.75	80871
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
19954	Invoice	09/18/2023	NPDES PERMIT ISSUES: SERVICES THRU 0	0.00	523.75	
	3.5.11.285		Consulting Services		523.75	
03557	FRONTIER ENERGY, INC.	09/18/2023	Regular	0.00	764.75	80872
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
192701	Invoice	09/18/2023	GRANT WRITING: 08/01/23-08/31/23	0.00	764.75	
	1.5.31.285		Consulting Services		764.75	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03699	GRAINGER	09/18/2023	Regular	0.00	199.90	80873
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9812527274	Invoice	09/18/2023	PAPER TOWELS	0.00	109.95	
	3.5.11.240		Maintenance - Equipmen		109.95	
9825444806	Invoice	09/18/2023	FIRE HOSE NOZZLE	0.00	89.95	
	2.5.21.310		Small Tools & Supplies		89.95	
03915	HACH COMPANY	09/18/2023	Regular	0.00	3,064.79	80874
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
13704821	Invoice	09/18/2023	VIALS	0.00	165.08	
	2.5.11.360		Other Commodities		165.08	
13708405	Invoice	09/18/2023	VIALS/CHLORINE	0.00	590.41	
	2.5.11.360		Other Commodities		590.41	
13711802	Invoice	09/18/2023	COLORIMETER	0.00	657.00	
	2.5.11.310		Small Tools & Supplies		657.00	
13712146	Invoice	09/18/2023	DISPENSER	0.00	86.45	
	2.5.11.360		Other Commodities		86.45	
13714541	Invoice	09/18/2023	COLOIMETER	0.00	657.00	
	2.5.11.310		Small Tools & Supplies		657.00	
13721171	Invoice	09/18/2023	FLUORIDE/CHLORINE	0.00	908.85	
	2.5.11.360		Other Commodities		908.85	
04050	HAWKINS INC.	09/18/2023	Regular	0.00	3,215.00	80875
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
6559845	Invoice	09/18/2023	EJECTOR/DRYTEC GRANULAR/VACUUM-R	0.00	3,215.00	
	2.5.11.360		Other Commodities		3,215.00	
10227	KEVIN HOLTZ	09/18/2023	Regular	0.00	18,240.00	80876
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1939	Invoice	09/18/2023	REMOVAL/GRINDING OF STUMPS/WWTP	0.00	18,240.00	
	1.1.4011		Construction In Progress		18,240.00	
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET	09/18/2023	Regular	0.00	1,416.89	80877
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
90380262	Invoice	09/18/2023	MONTHLY ENDPOINT FEE: 09/2023	0.00	1,416.89	
	1.5.31.265		Annual Maintenance Agr		850.13	
	2.5.31.265		Annual Maintenance Agr		283.38	
	3.5.31.265		Annual Maintenance Agr		283.38	
05597	LIFE INSURANCE COMPANY	09/18/2023	Regular	0.00	249.88	80878
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
AI960327-10/202	Invoice	09/18/2023	ACCIDENT INS. COVERAGE: 10/2023	0.00	104.85	
	1.2.1311		Withheld from Salaries		104.85	
CI960338-10/202	Invoice	09/18/2023	CRITICAL ILL. COVERAGE: 10/2023	0.00	125.25	
	1.2.1311		Withheld from Salaries		125.25	
HC960740-10/20	Invoice	09/18/2023	HOSPITAL INSURANCE: 10/2023	0.00	19.78	
	1.2.1311		Withheld from Salaries		19.78	
05755	MAGNEY CONSTRUCTION, INC	09/18/2023	Regular	0.00	61,722.28	80879

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
00578-PYMT #22	Invoice	09/18/2023	PROJECT# 00578/157774 - PAYMENT #22	0.00	61,722.28	
	2.1.4011		Construction In Progress		61,722.28	
05976	MIDWEST MACHINERY CO.	09/18/2023	Regular	0.00	824.52	80880
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9758062	Invoice	09/18/2023	TIRES - FA# 3226	0.00	824.52	
	3.5.11.240		Maintenance - Equipmen		824.52	
06125	MINNESOTA DEPT OF COMMERCE	09/18/2023	Regular	0.00	3,866.97	80881
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1000050322	Invoice	09/18/2023	Q2 - 2024 INDIRECT ASSESSMENT	0.00	3,866.97	
	1.2.1013		CIP Payable		2,561.36	
	1.5.31.440		License/Taxes/Permits		1,305.61	
06266	MINNESOTA VALLEY	09/18/2023	Regular	0.00	3,072.30	80882
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1214019	Invoice	09/18/2023	TESTING	0.00	59.40	
	3.5.11.275		Testing & Monitoring		59.40	
1214785	Invoice	09/18/2023	TESTING	0.00	1,155.00	
	3.5.11.275		Testing & Monitoring		1,155.00	
1215972	Invoice	09/18/2023	TESTING	0.00	930.60	
	3.5.11.275		Testing & Monitoring		930.60	
1216239	Invoice	09/18/2023	TESTING	0.00	40.70	
	3.5.11.275		Testing & Monitoring		40.70	
1216615	Invoice	09/18/2023	TESTING	0.00	803.00	
	3.5.11.275		Testing & Monitoring		803.00	
1216616	Invoice	09/18/2023	TESTING	0.00	83.60	
	3.5.11.275		Testing & Monitoring		83.60	
06431	MOMENTUM TRUCK GROUP	09/18/2023	Regular	0.00	1,439.62	80883
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
X500012543-01	Invoice	09/18/2023	LEAF SPRING/U-BOLT - FA# 1041	0.00	1,439.62	
	1.5.21.240		Maintenance - Equipmen		1,439.62	
06271	MWOA	09/18/2023	Regular	0.00	40.00	80884
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/02/23-CENTR	Invoice	09/18/2023	REGISTRATION FEE: CHARLIE GAMMON-C	0.00	40.00	
	3.5.11.460		Travel/Conferences/Scho		40.00	
06790	NAPA AUTO PARTS BAXTER	09/18/2023	Regular	0.00	908.59	80885
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
634511	Invoice	09/18/2023	INT MAN GASKET	0.00	20.27	
	1.5.21.240		Maintenance - Equipmen		20.27	
635335	Invoice	09/18/2023	BATTERY - FA # 1036	0.00	175.20	
	1.5.21.240		Maintenance - Equipmen		175.20	
635834	Credit Memo	09/18/2023	BATTERY DEPOSIT	0.00	-19.42	
	1.5.21.240		Maintenance - Equipmen		-19.42	
635858	Invoice	09/18/2023	FENDER TURN SIGNAL - FA#1024	0.00	102.57	
	1.5.21.240		Maintenance - Equipmen		102.57	
636327	Invoice	09/18/2023	QT POR 15 SEMIGLOSS - FA# 1268	0.00	133.74	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	1.5.21.240	Maintenance - Equipmen	QT POR 15 SEMIGLOSS - FA# 12		80.24	
	2.5.21.240	Maintenance - Equipmen	QT POR 15 SEMIGLOSS - FA# 12		53.50	
637241	Invoice	09/18/2023	LAMP-GROMMET KITS/LICENSE-ID BAR KI	0.00	240.04	
	1.5.21.240	Maintenance - Equipmen	LAMP-GROMMET KITS/LICENSE-		144.02	
	2.5.21.240	Maintenance - Equipmen	LAMP-GROMMET KITS/LICENSE-		96.02	
637488	Invoice	09/18/2023	WIRE/SIDE TERMINAL FA #1268	0.00	9.51	
	1.5.21.240	Maintenance - Equipmen	WIRE/SIDE TERMINAL FA #1268		5.71	
	2.5.21.240	Maintenance - Equipmen	WIRE/SIDE TERMINAL FA #1268		3.80	
637510	Invoice	09/18/2023	WHEEL NUT FA# 1268	0.00	66.62	
	1.5.21.240	Maintenance - Equipmen	WHEEL NUT FA# 1268		39.97	
	2.5.21.240	Maintenance - Equipmen	WHEEL NUT FA# 1268		26.65	
640414	Invoice	09/18/2023	PURPLE POWER/LUBE	0.00	180.06	
	1.5.21.360	Other Commodities	PURPLE POWER/LUBE		150.94	
	2.5.11.360	Other Commodities	PURPLE POWER/LUBE		29.12	
06985	NCL OF WISCONSIN, INC	09/18/2023	Regular	0.00	3,444.01	80886
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
491523	Invoice	09/18/2023	TESTING SUPPLIES	0.00	385.38	
	3.5.11.275	Testing & Monitoring	TESTING SUPPLIES		385.38	
491524	Invoice	09/18/2023	BUFFER SOLUTION/WIPES	0.00	146.30	
	3.5.11.275	Testing & Monitoring	BUFFER SOLUTION/WIPES		146.30	
491917	Invoice	09/18/2023	COLORIMETER	0.00	2,210.38	
	3.5.11.275	Testing & Monitoring	COLORIMETER		2,210.38	
492194	Invoice	09/18/2023	SAMPLE CELLS	0.00	88.13	
	3.5.11.275	Testing & Monitoring	SAMPLE CELLS		88.13	
492445	Invoice	09/18/2023	PHOSOPHORUS TEST N' TUBES	0.00	613.82	
	3.5.11.275	Testing & Monitoring	PHOSOPHORUS TEST N' TUBES		613.82	
07550	PEOPLE'S SECURITY COMPANY	09/18/2023	Regular	0.00	310.55	80888
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
242326	Invoice	09/18/2023	SERVICE CENTER-LANDLINE MONITORING	0.00	310.55	
	1.5.21.290	Other Charges	3334		124.22	
	1.5.31.290	Other Charges	3334		62.11	
	2.5.21.290	Other Charges	3334		62.11	
	2.5.31.290	Other Charges	3334		62.11	
07665	PITNEY BOWES GLOBAL FINANCIAL SERV. LLC	09/18/2023	Regular	0.00	1,557.06	80889
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
3106249040	Invoice	09/18/2023	CONTRACT: 0040216585 -POSTAGE MACH	0.00	1,557.06	
	1.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA		726.85	
	1.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA		207.39	
	2.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA		242.28	
	2.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA		69.13	
	3.2.2840	Capital Lease Payable	CONTRACT: 0040216585 -POSTA		242.28	
	3.5.31.480	Interest Expense	CONTRACT: 0040216585 -POSTA		69.13	
10225	POMP'S TIRE SERVICE INC.	09/18/2023	Regular	0.00	2,310.47	80890
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2280002030	Invoice	09/18/2023	TIRES/TOWMAX - FA #1268 & 1030	0.00	2,310.47	
	1.5.21.240	Maintenance - Equipmen	TIRES/TOWMAX - FA #1268 & 1		981.28	
	1.5.21.240	Maintenance - Equipmen	TIRES/TOWMAX - FA #1268 & 1		797.51	
	2.5.21.240	Maintenance - Equipmen	TIRES/TOWMAX - FA #1268 & 1		531.68	
10144	RAMSTAD TECHNOLOGIES, INC	09/18/2023	Regular	0.00	516.50	80891

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
1573	Invoice	09/18/2023	DIG FIBER/SPLICING	0.00	516.50	
	2.5.21.240		Maintenance - Equipmen		516.50	
08058	RESCO	09/18/2023	Regular	0.00	60,261.88	80892
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3002359	Invoice	09/18/2023	INV 1P PAD	0.00	38,184.00	
	1.1.1611		Inventories		38,184.00	
			Pad 15KVA 19.9/34.5-120/240			
3002361	Invoice	09/18/2023	INV 3P PAD	0.00	18,415.38	
	1.1.1611		Inventories		18,415.38	
			3P Pad Mt 45 KVA, 19.9/34.5-12			
3004047	Invoice	09/18/2023	INV EU3000 375LR-K-5240	0.00	3,662.50	
	1.1.1611		Inventories		3,662.50	
			A 35KV SM INTER LB ELBOW			
08106	RMB Environmental Laboratories, Inc.	09/18/2023	Regular	0.00	353.93	80893
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
D049871	Invoice	09/18/2023	COPPER MONITORING	0.00	353.93	
	3.5.11.275		Testing & Monitoring		353.93	
			COPPER MONITORING			
08893	STS OPERATING	09/18/2023	Regular	0.00	7,500.00	80894
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6033463-00	Invoice	09/18/2023	PUR REPAIR CENTRAL VFD	0.00	7,500.00	
	2.5.11.240		Maintenance - Equipmen		7,500.00	
			PUR REPAIR CENTRAL VFD REPAI			
08895	STUART C. IRBY CO	09/18/2023	Regular	0.00	3,462.00	80895
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S012948502.003	Invoice	09/18/2023	INV RF METERS	0.00	878.00	
	1.1.1611		Inventories		878.00	
			A 4S FOCUS AX RF METER			
S012948502.005	Invoice	09/18/2023	INV RF METERS	0.00	2,584.00	
	1.1.1611		Inventories		2,584.00	
			A 25S FOCUS AX RF METER			
09188	TED'S SIGNS	09/18/2023	Regular	0.00	248.06	80896
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2276	Invoice	09/18/2023	ALUMALITE - GATE 1 SIGN	0.00	248.06	
	1.5.21.240		Maintenance - Equipmen		148.84	
	2.5.21.240		Maintenance - Equipmen		49.61	
	3.5.11.240		Maintenance - Equipmen		49.61	
			GATE 1 SIGN - SERVICE CENTER			
			GATE 1 SIGN - SERVICE CENTER			
			GATE 1 SIGN - SERVICE CENTER			
09566	UTILITY FINANCIAL SOLUTIONS, LLC	09/18/2023	Regular	0.00	1,960.00	80897
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10894UFS	Invoice	09/18/2023	LARGE INTERRUPTIBLE RATE DESIGN	0.00	1,960.00	
	1.5.31.285		Consulting Services		1,960.00	
			LARGE INTERRUPTIBLE RATE DE			
09663	VIKING ELECTRIC SUPPLY, INC	09/18/2023	Regular	0.00	2,945.95	80898
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S007257125.001	Invoice	09/18/2023	ADAPTER/COUPLING/LOCKNUT	0.00	10.55	
	1.5.21.240		Maintenance - Equipmen		10.55	
			ADAPTER/COUPLING/LOCKNUT			
S007267007.001	Invoice	09/18/2023	DRAW STUD	0.00	42.61	
	1.5.21.310		Small Tools & Supplies		42.61	
			DRAW STUD			
S007267007.002	Invoice	09/18/2023	SLUG BUSTER/PUNCH POP	0.00	27.56	
	1.5.21.310		Small Tools & Supplies		27.56	
			SLUG BUSTER/PUNCH POP			
S007270525.001	Invoice	09/18/2023	INSULATING MASTIC	0.00	247.83	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	1.5.21.310	Small Tools & Supplies	INSULATING MASTIC		247.83	
S0072705253.00	Invoice	09/18/2023	VINYL ELEC TAPE	0.00	797.20	
	1.5.21.310	Small Tools & Supplies	VINYL ELEC TAPE		797.20	
S007273951.001	Invoice	09/18/2023	CONDUIT/PLUGS/COVER & GASKET	0.00	651.45	
	1.5.21.240	Maintenance - Equipmen	CONDUIT/PLUG/COVER & GASK		390.87	
	2.5.21.240	Maintenance - Equipmen	CONDUIT/PLUG/COVER & GASK		260.58	
S007273951.002	Invoice	09/18/2023	CHASE NIPPLE/ACCESS FITTING	0.00	58.78	
	1.5.21.240	Maintenance - Equipmen	CHASE NIPPLE/ACCESS FITTING		35.27	
	2.5.21.240	Maintenance - Equipmen	CHASE NIPPLE/ACCESS FITTING		23.51	
S007273951.003	Invoice	09/18/2023	REDUCER BUSHING	0.00	24.62	
	1.5.21.240	Maintenance - Equipmen	REDUCER BUSHING		14.77	
	2.5.21.240	Maintenance - Equipmen	REDUCER BUSHING		9.85	
S007277749.001	Invoice	09/18/2023	BLACKGOLT BITS/HANGER/LOCKNUT	0.00	55.54	
	1.5.21.240	Maintenance - Equipmen	BLACKGOLT BITS/HANGER/LOCK		55.54	
S007277749.002	Invoice	09/18/2023	BLACKGOLD BITS/DRAW STUD	0.00	79.28	
	1.5.21.310	Small Tools & Supplies	BLACKGOLD BITS/DRAW STUD		79.28	
S007277749.003	Invoice	09/18/2023	BLACKGOLD BITS	0.00	5.65	
	1.5.21.240	Maintenance - Equipmen	BLACKGOLD BITS		5.65	
S007277749.004	Invoice	09/18/2023	BLACKGOLD BIT	0.00	3.47	
	1.5.21.240	Maintenance - Equipmen	BLACKGOLD BIT		3.47	
S007277749.005	Invoice	09/18/2023	COND. BODY/COVER/GASKET	0.00	60.01	
	1.5.21.240	Maintenance - Equipmen	COND. BODY/COVER/GASKET		60.01	
S007283309.001	Invoice	09/18/2023	OUTDOOR TIE/CABLE TIE BASE	0.00	160.21	
	1.5.21.360	Other Commodities	OUTDOOR TIE/CABLE TIE BASE		96.13	
	2.5.21.360	Other Commodities	OUTDOOR TIE/CABLE TIE BASE		64.08	
S007283318.001	Invoice	09/18/2023	CONDUIT/ELBOW/ADAPTER	0.00	20.73	
	1.5.21.240	Maintenance - Equipmen	CONDUIT/ELBOW/ADAPTER		12.44	
	2.5.21.240	Maintenance - Equipmen	CONDUIT/ELBOW/ADAPTER		8.29	
S007283318.002	Invoice	09/18/2023	COND BODY/COVE/GASKET	0.00	60.01	
	1.5.21.240	Maintenance - Equipmen	COND BODY/COVE/GASKET		36.01	
	2.5.21.240	Maintenance - Equipmen	COND BODY/COVE/GASKET		24.00	
S007284233.001	Invoice	09/18/2023	CONDUIT/ELBOW/COUPLING/ADAPTER/L	0.00	132.14	
	1.5.21.240	Maintenance - Equipmen	CONDUIT/ELBOW/COUPLING/A		79.28	
	2.5.21.240	Maintenance - Equipmen	CONDUIT/ELBOW/COUPLING/A		52.86	
S007284233.002	Invoice	09/18/2023	BLACKGOLD BIT	0.00	3.34	
	1.5.21.310	Small Tools & Supplies	BLACKGOLD BUT		3.34	
S007285676.001	Invoice	09/18/2023	CABLE PREP TOOL/CAT5E/CRIMP TOOL	0.00	100.23	
	1.5.21.310	Small Tools & Supplies	CABLE PREP TOOL/CAT5E/CRIM		100.23	
S007288116.001	Credit Memo	09/18/2023	CREDIT: COND BODY/COVER/GASKET	0.00	-60.01	
	1.5.21.240	Maintenance - Equipmen	CREDIT: COND BODY/COVER/GA		-36.01	
	2.5.21.240	Maintenance - Equipmen	CREDIT: COND BODY/COVER/GA		-24.00	
S007306070.001	Invoice	09/18/2023	LIQ CONN/CORD CONN/RING	0.00	224.75	
	1.5.21.240	Maintenance - Equipmen	LIQ CONN/CORD CONN		134.85	
	2.5.21.240	Maintenance - Equipmen	LIQ CONN/CORD CONN		89.90	
S007318515.001	Invoice	09/18/2023	BLK TIE WIRE/125V PLUG/BLK POWER CO	0.00	221.55	
	1.5.21.240	Maintenance - Equipmen	BLK TIE WIRE/125V PLUG/BLK P		132.93	
	2.5.21.240	Maintenance - Equipmen	BLK TIE WIRE/125V PLUG/BLK P		88.62	
S007318609.001	Credit Memo	09/18/2023	BLACK POWDER CORD.	0.00	-45.53	
	1.5.21.240	Maintenance - Equipmen	BLACK POWDER CORD.		-27.32	
	2.5.21.240	Maintenance - Equipmen	BLACK POWDER CORD.		-18.21	
S007318625.001	Invoice	09/18/2023	6FT POWER CORD	0.00	63.98	
	1.5.21.240	Maintenance - Equipmen	6FT POWER CORD		38.39	
	2.5.21.240	Maintenance - Equipmen	6FT POWER CORD		25.59	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
09899	WESCO RECEIVABLES CORP	09/18/2023	Regular	0.00	20,612.20	80900
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
279204	Invoice	09/18/2023	INV INSULATORS	0.00	1,334.40	
1.1.1611	Inventories	A Pin Insulator 23 KV, "J" Neck	1,334.40			
281268	Invoice	09/18/2023	INV UGUARD	0.00	632.00	
1.1.1611	Inventories	A U GUARD 2" X 10' FLANG PVC	632.00			
281951	Invoice	09/18/2023	INV BASEMENT PRIMARY METER CAB	0.00	4,585.40	
1.1.1611	Inventories	A 86X62 TOP PRI METER CAB BA	4,585.40			
283907	Invoice	09/18/2023	INV ET 1P PAD MOUNTS	0.00	13,532.00	
1.1.1611	Inventories	Pad Mt 25 KVA, 2400/4160-120-	5,124.00			
1.1.1611	Inventories	Pad 15KVA 19.9/34.5-120/240	8,408.00			
288650	Invoice	09/18/2023	PUR MISC ELECTRIC	0.00	528.40	
1.5.21.310	Small Tools & Supplies	ELEM 106 U-GUARD SCREW	190.00			
1.5.21.310	Small Tools & Supplies	T&B SL-5 SILICONE	338.40			
09925	WEX HEALTH, INC	09/18/2023	Regular	0.00	27.50	80901
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0001811436-IN	Invoice	09/18/2023	MONTHLY COBRA BILLING: 08/2023	0.00	27.50	
1.5.31.285	Consulting Services	WEX, HEALTH, INC	27.50			
09996	ZIEGLER INC.	09/18/2023	Regular	0.00	11.72	80902
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IN001131641	Invoice	09/18/2023	REMOVAL TOOL/CONNECTOR	0.00	11.72	
1.5.21.310	Small Tools & Supplies	REMOVAL TOOL/CONNECTOR	11.72			
Total Regular:				0.00	739,927.50	

Check Report

Date Range: 08/25/2023 - 09/21/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
06171	MN DEPT OF REVENUE	08/30/2023	Bank Draft	0.00	130,281.00	DFT0000657
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
07/2023-SALES T	Invoice	08/30/2023	SALES TAX DRAFT: 07/2023	0.00	130,281.00	
	1.2.1411		Sales Tax Payable		125,085.00	
	2.2.1411		Water Sales Tax Payable		4,938.00	
	4.2.1411		Sales Tax Payable		258.00	
00472	AT&T MOBILITY	09/15/2023	Bank Draft	0.00	1,245.98	DFT0000666
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
287302792515X0	Invoice	09/14/2023	AT & T MONTHLY BILL: 08/2023	0.00	1,245.98	
	1.5.31.220		Communications		622.99	
	2.5.31.220		Communications		249.20	
	3.5.31.220		Communications		249.20	
	4.5.31.220		Communications		124.59	
01805	CENTERPOINT ENERGY	09/15/2023	Bank Draft	0.00	16.11	DFT0000670
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
11595232-7-08/1	Invoice	09/15/2023	50 JENNY STREET	0.00	16.11	
	2.5.11.230		Utilities		16.11	
01805	CENTERPOINT ENERGY	09/15/2023	Bank Draft	0.00	16.11	DFT0000671
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
11582840-2-08/1	Invoice	09/15/2023	1602 E RIVER RD	0.00	16.11	
	3.5.21.230		Utilities		16.11	
02717	CULLIGAN	09/15/2023	Bank Draft	0.00	98.86	DFT0000672
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
150-01059575-2-	Invoice	09/15/2023	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	09/15/2023	Bank Draft	0.00	69.00	DFT0000673
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
150-10024107-7-	Invoice	09/15/2023	150-10024107-7 Hydro	0.00	69.00	
	4.5.11.290		Other Charges		69.00	
02978	EBSO	09/15/2023	Bank Draft	0.00	80,706.46	DFT0000674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9004-085469-200	Invoice	09/15/2023	HEALTH INSURANCE: 09/2023	0.00	80,706.46	
	1.1.1313		Accounts Receivable -		243.67	
	1.2.1311		Withheld from Salaries		11,614.25	
	1.5.31.432		Health Insurance		63,312.25	
	1.5.31.432		Health Insurance		5,536.29	
07640	PITNEY BOWES, INC.	09/15/2023	Bank Draft	0.00	3,500.00	DFT0000675

Check Report

Date Range: 08/25/2023 - 09/21/2023

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		
09/05/23-POSTA	Invoice	09/15/2023	POSTAGE REFILL	0.00	3,500.00	
	1.5.31.220	Communications	POSTAGE REFILL		2,100.00	
	2.5.31.220	Communications	POSTAGE REFILL		700.00	
	3.5.31.220	Communications	POSTAGE REFILL		700.00	
01191	BREMER BANK - CC	09/15/2023	Bank Draft	0.00	18,618.49	DFT0000676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/25/2023-CC S	Invoice	09/15/2023	08/25/2023 CC STATEMENT - DRAFTED FR	0.00	18,618.49	
	1.5.21.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		280.75	
	1.5.21.290	Other Charges	08/25/2023 CC STATEMENT - DR		1,176.10	
	1.5.21.310	Small Tools & Supplies	08/25/2023 CC STATEMENT - DR		1,100.26	
	1.5.21.310	Small Tools & Supplies	08/25/2023 CC STATEMENT - DR		164.84	
	1.5.21.315	Personal Protection Equip	08/25/2023 CC STATEMENT - DR		178.00	
	1.5.21.360	Other Commodities	08/25/2023 CC STATEMENT - DR		33.41	
	1.5.21.440	License/Taxes/Permits	08/25/2023 CC STATEMENT - DR		716.28	
	1.5.21.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		413.84	
	1.5.31.220	Communications	08/25/2023 CC STATEMENT - DR		42.00	
	1.5.31.267	IT System Expenses	08/25/2023 CC STATEMENT - DR		1,289.64	
	1.5.31.360	Other Commodities	08/25/2023 CC STATEMENT - DR		4.27	
	1.5.31.420	Dues & Subscriptions	08/25/2023 CC STATEMENT - DR		270.18	
	1.5.31.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		385.53	
	2.5.11.220	Communications	08/25/2023 CC STATEMENT - DR		66.15	
	2.5.11.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		1,051.74	
	2.5.11.275	Testing & Monitoring	08/25/2023 CC STATEMENT - DR		85.86	
	2.5.11.290	Other Charges	08/25/2023 CC STATEMENT - DR		176.99	
	2.5.11.360	Other Commodities	08/25/2023 CC STATEMENT - DR		111.26	
	2.5.21.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		89.83	
	2.5.21.275	Testing & Monitoring	08/25/2023 CC STATEMENT - DR		142.28	
	2.5.21.290	Other Charges	08/25/2023 CC STATEMENT - DR		3,587.54	
	2.5.21.310	Small Tools & Supplies	08/25/2023 CC STATEMENT - DR		356.70	
	2.5.21.315	Personal Protection Equip	08/25/2023 CC STATEMENT - DR		118.66	
	2.5.21.320	Motor Fuels & Lubricants	08/25/2023 CC STATEMENT - DR		35.59	
	2.5.21.360	Other Commodities	08/25/2023 CC STATEMENT - DR		135.32	
	2.5.21.440	License/Taxes/Permits	08/25/2023 CC STATEMENT - DR		358.14	
	2.5.21.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		172.00	
	2.5.31.267	IT System Expenses	08/25/2023 CC STATEMENT - DR		509.52	
	2.5.31.360	Other Commodities	08/25/2023 CC STATEMENT - DR		4.27	
	2.5.31.420	Dues & Subscriptions	08/25/2023 CC STATEMENT - DR		40.00	
	2.5.31.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		469.34	
	3.5.11.220	Communications	08/25/2023 CC STATEMENT - DR		12.09	
	3.5.11.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		42.79	
	3.5.11.290	Other Charges	08/25/2023 CC STATEMENT - DR		327.50	
	3.5.11.310	Small Tools & Supplies	08/25/2023 CC STATEMENT - DR		32.33	
	3.5.11.360	Other Commodities	08/25/2023 CC STATEMENT - DR		65.29	
	3.5.11.440	License/Taxes/Permits	08/25/2023 CC STATEMENT - DR		716.29	
	3.5.11.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		1,156.80	
	3.5.21.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		19.37	
	3.5.21.360	Other Commodities	08/25/2023 CC STATEMENT - DR		48.72	
	3.5.31.267	IT System Expenses	08/25/2023 CC STATEMENT - DR		509.52	
	3.5.31.420	Dues & Subscriptions	08/25/2023 CC STATEMENT - DR		40.00	
	3.5.31.460	Travel/Conferences/Scho	08/25/2023 CC STATEMENT - DR		128.50	
	4.5.11.240	Maintenance - Equipmen	08/25/2023 CC STATEMENT - DR		848.57	
	4.5.11.290	Other Charges	08/25/2023 CC STATEMENT - DR		93.16	
	4.5.11.310	Small Tools & Supplies	08/25/2023 CC STATEMENT - DR		389.70	
	4.5.31.267	IT System Expenses	08/25/2023 CC STATEMENT - DR		621.57	
01655	CANON FINANCIAL SERVICES, INC	09/18/2023	Bank Draft	0.00	598.10	DFT0000677

Check Report

Date Range: 08/25/2023 - 09/21/2023

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			
31253034	Invoice	09/18/2023	Canon Invoice - Contract Charge 08/20/2	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	
09961	XCEL ENERGY	09/18/2023	Bank Draft	0.00	1,458.12	DFT0000678
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
844063124	Invoice	09/18/2023	Xcel Energy - Service Center/WWT: 09/20	0.00	1,458.12	
1.5.21.230	Utilities	Gas Bill			65.37	
1.5.31.230	Utilities/Gas	Gas Bill			32.69	
2.5.21.230	Utilities/Gas	Gas Bill			32.69	
2.5.31.230	Utilities/Gas	Gas Bill			32.69	
3.5.11.230	Utilities	Gas Bill			1,294.68	
Total Bank Draft:				0.00	236,608.23	

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	170	81	0.00	739,927.50
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	236,608.23
EFT's	4	4	0.00	2,118,564.12
	185	96	0.00	3,095,099.85

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	170	81	0.00	739,927.50
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	11	0.00	236,608.23
EFT's	4	4	0.00	2,118,564.12
	185	96	0.00	3,095,099.85

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	8/2023	135,048.97
9	POOLED CASH CONTROL	9/2023	2,960,050.88
			3,095,099.85

Contractor's Application For Payment No. 22

	Application Period: 8/1/2023 - 9/1/2023	Application Date: 8/2/2023
To (Owner): Brainerd Public Utilities	From (Contractor): Magney Construction, Inc.	Via (Engineer): Short Elliot Hendrickson Inc. (SEH)
Project: 2.0 MG Water Storage Tank	Contract: All Construction	
Owner's Contract No.:	Contractor's Project No.: 00578	Engineer's Project No.: BRDPU 157774

Application for Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
COR No. 02	\$29,708.98	
COR No. 03	\$3,572.47	
COR No. 04		\$13,424.76
COR No. 05	\$13,275.46	
COR No. 06		\$15,742.00
COR No. 07		\$ 24,914.18
TOTALS	\$46,556.91	\$54,080.94
NET CHANGE BY CHANGE ORDERS		-\$7,524.03

1. ORIGINAL CONTRACT PRICE	\$5,974,000.00
2. Net change by Change Orders	-\$7,524.03
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	\$5,966,475.97
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)	\$5,938,820.97
5. RETAINAGE:	
a. 5% x \$5,938,820.97 Work Completed	\$296,941.05
b. 5% x \$0.00 Stored Materials	\$0.00
c. Total Retainage (Line 5a + Line 5b)	\$296,941.05
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$5,641,879.92
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$5,580,157.64
8. AMOUNT DUE THIS APPLICATION	\$61,722.28
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Schedule of Values + Line 5c above)	\$324,596.05

Contractor's Certification

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under this Contract have been applied on account of discharge Contractor of all legitimate obligations incurred in connection with Work covered by said Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of:

\$61,722.28

(Line 8 or other - attach explanation of other amount)

is recommended by:

Chad T. Kasperbauer
Engineering

09/11/2023
(Date)

Payment of

\$61,722.28

(Line 8 or other - attach explanation of other amount)

is approved by:

(Brainerd Public Utilities)

(Date)

Approved by:

Funding Agency (if applicable)

(Date)

By: Daniel F. Schuman Date: 8/31/2023

EJCDC No. C-620 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

Schedule of Values

**Brainard Public Utilities 2.0 MG Water Storage Tank
Payment Application No. 22**

Date of Application: 8/31/2023
Work completed through: 9/1/2023

Item		C	D	E	F	G	
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)	Total Completed and Stored to Date (C + D + E)	% Balance to Finish
006113	Bonding & Insurance	\$56,200.00	\$56,200.00			\$56,200.00	100
017113	Mobilization and General Conditions	\$597,300.00	\$583,390.00	\$7,910.00		\$591,300.00	99
024119	Selective Demolition	\$133,400.00	\$133,400.00			\$133,400.00	100
024121	Water Tank Demolition	\$150,750.00	\$150,750.00			\$150,750.00	100
032000	Concrete Reinforcing	\$714,300.00	\$714,300.00			\$714,300.00	100
033000	Cast-In-Place Concrete	\$2,345,000.00	\$2,345,000.00			\$2,345,000.00	100
033510	Decorative Concrete Staining	\$85,320.00	\$83,000.00			\$83,000.00	97
055000	Metal and FRP Fabrications	\$123,250.00	\$123,250.00			\$123,250.00	100
061000	Rough Carpentry	\$19,130.00	\$19,130.00			\$19,130.00	100
066000	PVC Liner Panel	\$15,220.00	\$15,220.00			\$15,220.00	100
072100	Thermal Insulation	\$1,670.00	\$1,670.00			\$1,670.00	100
072129	Sprayed Insulation	\$10,555.00	\$10,555.00			\$10,555.00	100
076200	Sheet Metal Flashing and Trim	\$35,310.00	\$0.00	\$17,325.00		\$17,325.00	49
077233	Roof and Floor Hatches	\$16,770.00	\$16,770.00			\$16,770.00	100
079200	Joint Sealants	\$3,250.00	\$3,250.00			\$3,250.00	100
081600	Corrosion Resistant Doors and Frames & Hardware	\$10,210.00	\$10,210.00			\$10,210.00	100
099720	Coating Systems for Industrial Facilities	\$39,980.00	\$39,980.00			\$39,980.00	100
104400	Safety Specialties	\$350.00	\$0.00			\$0.00	0
Division 22	Plumbing	\$15,000.00	\$15,000.00			\$15,000.00	100
Division 23	Heating, Ventilating and Air Conditioning	\$8,500.00	\$8,500.00			\$8,500.00	100
Division 26	Electrical	\$37,300.00	\$36,300.00	\$1,000.00		\$37,300.00	100
311100	Clearing & Grubbing	\$17,700.00	\$17,700.00			\$17,700.00	100
311315	Site Preparation	\$25,000.00	\$25,000.00			\$25,000.00	100
312210	Earthwork	\$329,200.00	\$329,200.00			\$329,200.00	100
315000	Ground Support Systems	\$319,200.00	\$319,200.00			\$319,200.00	100
321122	Aggregate Base	\$22,700.00	\$10,350.00	\$12,350.00		\$22,700.00	100
321216	Plant-Mixed Asphalt Pavement	\$51,300.00	\$0.00	\$51,300.00		\$51,300.00	100
329100	Topsoil Placement	\$3,500.00	\$3,500.00			\$3,500.00	100
329212	Establishing Turf and Controlling Erosion	\$13,600.00	\$13,600.00			\$13,600.00	100
329300	Exterior Plants	\$31,415.00	\$31,415.00			\$31,415.00	100
331100	Water Distribution Systems	\$423,320.00	\$423,320.00			\$423,320.00	100
331630	Disinfection of Water Storage Facilities	\$4,570.00	\$3,570.00			\$3,570.00	78
334100	Storm Sewer Systems	\$9,270.00	\$9,270.00			\$9,270.00	100
334420	Manholes and Catch Basins	\$17,240.00	\$17,240.00			\$17,240.00	100

Schedule of Values

**Brainerd Public Utilities 2.0 MG Water Storage Tank
Payment Application No. 22**

Date of Application: 8/31/2023
Work completed through: 9/1/2023

Specification Section No.	Item Description	Scheduled Value	C From Previous Application (C+D)	D This Period	E Materials Presently Stored (not in Col D)	F Total Completed and Stored to Date (C + D + E)	%	G Balance to Finish
402310	Process Water and Waste Piping	\$231,120.00	\$231,120.00			\$231,120.00	100	\$0.00
402320	Process Piping Valves	\$25,300.00	\$25,300.00			\$25,300.00	100	\$0.00
402330	Process Piping Specialties	\$4,500.00	\$4,500.00			\$4,500.00	100	\$0.00
402340	Process Piping Hangers and Supports	\$2,500.00	\$2,500.00			\$2,500.00	100	\$0.00
402350	Process Piping Testing, Adjusting and Disinfection	\$1,000.00	\$1,000.00			\$1,000.00	100	\$0.00
409119	Instrumentation	\$22,800.00	\$22,800.00			\$22,800.00	100	\$0.00
<i>COR No. 02</i>	<i>30" Pipe & Fittings</i>	\$29,708.98	\$29,708.98			\$29,708.98	100	\$0.00
<i>COR No. 03</i>	<i>Demo Valve Vault</i>	\$3,572.47	\$3,572.47			\$3,572.47	100	\$0.00
<i>COR No. 04</i>	<i>Deleted Work Credit & FRP</i>	(\$13,424.76)	(\$13,424.76)			(\$13,424.76)	100	\$0.00
<i>COR No. 05</i>	<i>New 16" Gate Valve</i>	\$13,275.46	\$13,275.46			\$13,275.46	100	\$0.00
<i>COR No. 06</i>	<i>Tank Coatings Credit</i>	(\$15,742.00)	(\$15,742.00)			(\$15,742.00)	100	\$0.00
<i>COR No. 07</i>	<i>Paving Modifications</i>	(\$24,914.18)	\$0.00	(\$24,914.18)		(\$24,914.18)	100	\$0.00
	Totals	\$5,966,475.97	\$5,873,850.15	\$64,970.82	\$0.00	\$5,938,820.97	99.5%	\$27,655.00

EJCDC No. C-620 (2002 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.



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 September 26, 2023

A. Roberts Gravel Pit Purchase

Will go into closed session at the September 26th meeting to discuss offers or counteroffers for property owned by the Robert's.

B. Hydro Automation and Generation

Waiting for detailed information from Barr Engineering related to installation of new generator.

C. Decision on the Continuation of Chlorination of City Water Supply

BPU has been chlorinating the City's water supply since August 11th in compliance with Minnesota Department of Health (MDH) recommendation. The MDH recommends chlorination to continue until a residual of .2 free mg/l is detected throughout the City's water distribution system. BPU staff are currently working on achieving the desired residual amount. When the .2 free mg/l is achieved which is anticipated to take several months, the BPU Commission then can address whether to permanently chlorinate the water supply. Keep in mind that Riverside Drive area and Airport extension area have been chlorinated for several years.

Another issue related to this is what to do with the unfluoridated tap located at water plant. Currently this tap is closed until further notice. This tap is untreated water and is located before fluoridate and chlorine additions to water supply. If wells or water plant itself test positive for bacteria there is no method to be able to treat this tap water.

Attached is some historical information related to the chlorination of the water supply. The MDH has been asking the City of Brainerd to chlorinate going back to 1932!

D. Personnel Matters

There needs to be a rewrite of the Water/Wastewater Manager and Operations Manager positions due to the new division of water department responsibilities. BPU management will begin to organize technical and maintenance service teams. Open positions waiting to be filled include:

- Electric Distribution Supervisor
- Business Office Specialist
- Facilities Custodian
- Journeyman Electrician

There are a couple of positions in BPU Technology department that need to be discussed. One position being a Network Administrator and the other being a System Administrator. There was a brief discussion at the joint meeting of the Council and Commission a few weeks ago stating there should be a discussion of the City's IT needs and structure before any additional hiring is made. Consideration should be given to creating and filling these positions.

- E. Crypto Mining Activity
JFK is currently operating at approximately 10 MWs and is anticipating increasing load by another 6 MWs soon. VCV is still planning to construct a facility at its Industrial Park site and be up and running at 25 MW capacity by March of 2024.
- F. Finance Manager
Danny Loch will be starting as BPU's new Finance Manager on October 30, 2023.
- G. \$5 Million Grant Funded Water Reclamation Project
In the process of finalizing RFP for engineering services for design and construction of water reclamation and backwash project near the current water plant.
- H. Rotary Park Electric Service and Solar Project
- I. Forcemain River Crossing Project
Met with Minger Construction representatives this week and start due to start the drilling process is scheduled for October 9th.
- J. Service Center Solar Project
Preparation of the site is underway with actual construction expected to start in October. Waiting for the final landscaping plan to be finalized so escrow agreement can be completed with City of Baxter.
- K. Copper Corrosion Control
Gathering information that was presented to Commissioners Matten and Angland with Bolton & Menk that discussed the options available to deal with the corrosion control issue.

September 12th, 1932

Water and Light Department
C/o Mr. W.D. McKay, Secretary
Brainerd, Minnesota

Gentlemen:-

Your letter of July 23, concerning the recommendations contained in our report of the investigation of May 17, 1932, on your municipal water supply, has been carefully considered by us.

As you know, we approved your water supply provisionally at the time the report of our investigation was made. Such provisional approvals are made with the understanding that the recommendations which we make on water supplies will be carried out within a reasonable length of time. In your case, our Department asked that recommendations Nos. 1, which is in regard to chlorinating the water, and 2, which refers to the removal of drains and soil pipes within eight feet of the beds and filters, be carried out immediately. We infer from your letter that No. 2 has been carried out but that No. 1 has not been complied with.

It is the opinion of this Department that chlorination of the water is essential in the protection of this water supply against contamination. In view of the fact that the water is open to contamination in the demanganization process, and the fact that the pumps in well groups Nos. 1 and 2 are located in pits, we are convinced that the water should be chlorinated. We, therefore, respectfully request that steps be taken to provide for chlorination of the water at this time. The reconstruction of well groups Nos. 1 and 2, should be undertaken as soon as it is practicable unless these wells are disconnected from the system.

Letter (con'd)

You may know that hotels, lodging houses, boarding houses, restaurants, and places of refreshment are required by Regulation 248 of the State Board of Health to furnish an adequate water supply for drinking, culinary, and other domestic uses, which complies with the provisions of this regulation and other applicable regulations of the State Board of Health. An investigation of the water supplies of the places in your city which would come under the jurisdiction of this regulation will be made before so very long, and no doubt it will be found that many of them use the municipal water supply. Since this supply does not comply entirely with the requirements, it will become necessary for our Department to issue orders on the places coming under the provisions of this regulation and any other applicable regulations of the State Board of Health to discontinue the use of your municipal water supply unless, or until, it is made to comply with the requirements of the regulations.

Other health laws and regulations are involved in the use of this water supply at public schools, tourist camps, milk pasteurization plants, etc. situated within your City.

Would you please write us at your earliest convenience.

Very truly yours,

A. J. CHESLEY

HAW/n

A. J. Chesley, M.D.,
Executive Officer.

Brainerd, Minnesota
September 14th, 1932

Dr. A. J. Chesley
Executive Officer
Department of Health
University of Minnesota Campus
Minneapolis, Minnesota

Dear Sir:-

I write in reply to your letter of the 12th inst.

We appreciate that your Department has rules, which it desires everyone to carry out with the intention of promoting sanitation. It is also true that a certain rule may not necessarily be applicable in every instance, and before invoking a rule, a full knowledge of all the facts involved should be obtained and considered. In support of this we offer the following for your consideration.

Our Well Groups Nos. 1 and 2, of which you speak, were built in accordance with a design approved by your Department. Those sources have been investigated by your Department every year. During the earlier years, since 1920, your Department never commented on them except to approve that source. A few years ago your field engineer stated to our engineer that your Department would not again approve that same design, but would not ask the city to change until the city itself attempted to make alterations thru replacement of worn out equipment;

Letter (con'd)

that was conversation and not an official demand. Now, you, of a sudden, ask the city to make an immediate change, altho there is not a single thing different in the situation as to physical conditions than existed in 1918, when you approved our engineer's design. That seems like a request not based on the best of premises.

Our Department has all along kept up and maintained sanitary conditions and efficient operation and made many improvements in keeping with the times. We have, as your Department aids know, a very efficient and attractive system and grounds. It has required heavy expenditures. We are desirous of increasing the number of our sources of supply, but can do it and pay for it only just so fast and no faster. We have the electrical service to handle as well as water service and we can not make all our expenditures for the water system and neglect the other. We became, of late, obligated to extend and improve the electrical service, and can not obtain enough additional revenue to do a thing about our water system until the summer of 1933. It would be hazardous to cut out part of the service as you suggest (the two Well Groups) and reduce our supply just to comply with a suggestion of meeting a new design when the present one has never given the slightest indication of any contamination nor have local conditions of late developed any greater hazards, if any ever existed, for contamination.

As to exposure to contamination, there has been much the same situation in our Open Wells and Reservoirs, and there again your field men have never detected contamination. Your Department has always reported the water supply safe and proper, even the workers have more often direct access to containers and conveyors than to our Group Wells.

As to our manganese removal plant. Neither your Department nor any other, due to a lack of knowledge on the subject, was able to advise us how to remove manganese. Manganese caused us more trouble and expense than anything we ever had to contend with. It was a serious matter. We became obliged to solve the problem ourselves, by experimentation. We now have something no other city in the world has ever been able to accomplish, not only in that we remove all manganese and iron, but do it without introducing any chemicals and do it quickly and cheaply. An exhaustive examination by your Department showed no evidence of contamination. There is no possibility of contamination by things originating in intestinal tracts or comparable thereto.

This process combines catalysis by inorganic means and functions by non-toxic bacteria. These bacteria are always in water and have long been known to be injurious to health. Chlorine will kill them. Even tho chlorine is inserted in the effluent from the plant, it is chlorinated water that would be used in backwashing the several filter beds and thereby destroy the bacteria in those beds, the place where they reside and do their work in helping to promote eliminating manganese.

In view of the very effective and simple system that we have devised, it seems that imposing a condition that goes counter to the process, which produces a result of such tremendous importance to our citizens, is a matter which deserves a special consideration from your Board, as to invoking one of its rules, and we request that this matter be reviewed by you with these various things in mind. We have progressed slowly in the whole matter to feel our way along and thru actual operation over a long period of time learn exactly what takes place in each and every stage of the process. Your Department does not possess such complete information as fully as we and, it appears, it has not obtained it, otherwise asking us to do something

Letter (con'd)

that was conversation and not an official demand. Now, you, of a sudden, ask the city to make an immediate change, altho there is not a single thing different in the situation as to physical conditions than existed in 1918, when you approved our engineer's design. That seems like a request not based on the best of premises.

Our Department has all along kept up and maintained sanitary conditions and efficient operation and made many improvements in keeping with the times. We have, as your Department aids know, a very efficient and attractive system and grounds. It has required heavy expenditures. We are desirous of increasing the number of our sources of supply, but can do it and pay for it only just so fast and no faster. We have the electrical service to handle as well as water service and we can not make all our expenditures for the water system and neglect the other. We became, of late, obligated to extend and improve the electrical service, and can not obtain enough additional revenue to do a thing about our water system until the summer of 1935. It would be hazardous to cut out part of the service as you suggest (the two Well Groups) and reduce our supply just to comply with a suggestion of meeting a new design when the present one has never given the slightest indication of any contamination nor have local conditions of late developed any greater hazards, if any ever existed, for contamination.

As to exposure to contamination, there has been much the same situation in our Open Wells and Reservoirs, and there again your field men have never detected contamination. Your Department has always reported the water supply safe and proper, even the workers have more often direct access to containers and conveyors than to our Group Wells.

As to our manganese removal plant. Neither your Department nor any other, due to a lack of knowledge on the subject, was able to advise us how to remove manganese. Manganese caused us more trouble and expense than anything we ever had to contend with. It was a serious matter. We became obliged to solve the problem ourselves, by experimentation. We now have something no other city in the world has ever been able to accomplish, not only in that we remove all manganese and iron, but do it without introducing any chemicals and do it quickly and cheaply. An exhaustive examination by your Department showed no evidence of contamination. There is no possibility of contamination by things originating in intestinal tracts or comparable thereto.

This process combines catalysis by inorganic means and functions by non-toxic bacteria. These bacteria are always in water and have long been known to be injurious to health. Chlorine will kill them. Even tho chlorine is inserted in the effluent from the plant, it is chlorinated water that would be used in backwashing the several filter beds and thereby destroy the bacteria in those beds, the place where they reside and do their work in helping to promote eliminating manganese.

In view of the very effective and simple system that we have devised, it seems that imposing a condition that goes counter to the process, which produces a result of such tremendous importance to our citizens, is a matter which deserves a special consideration from your Board, as to invoking one of its rules, and we request that this matter be reviewed by you with these various things in mind. We have progressed slowly in the whole matter to feel our way along and thru actual operation over a long period of time learn exactly what takes place in each and every stage of the process. Your Department does not possess such complete information as fully as we and, it appears, it has not obtained it, otherwise asking us to do something

Letter (con'd)

which is detrimental to our objective would not be requested under threat of condemning the supply because of a certain rule.

We are desirous of having an ideal and a praiseworthy supply of water and welcome all your suggestions and help. In what we have related we do not want anyone to gain the impression of opposing a health authority. We want to be frank and direct to the point because we desire that you fully understand our situation so that nothing is done in undue haste, and that whatever is eventually done is with the best results for all in mind. Furthermore, as indicated hereinbefore, we are in a financial condition which would not enable us to make another expenditure until next summer. It is our desire, we may add to build a new well next year as an additional source, and then follow, which is the logical method, by rebuilding our Group Well Superstructures and do it in a manner which would meet with your full approval. Because of none of these things do we, however, want to influence you as to your Restaurant, Hotel, etc., investigation to which you refer; they very likely need that examination and should be carried out on schedule.

Very truly yours,
WATER & LIGHT DEPT.

W. D. McKAY

Secretary

WDM
JB

Brainerd, Minnesota
September 27th, 1932

Board convened at 7:30 PM. Present:
C. Zapffe, President, A. A. Arnold, Vice President
and M. O. Bredenberg.

Roll Call

Minutes of last meeting were read and
approved as read.

Minutes

Bills as enumerated later were examined
and passed for payment.

Bills Approved

President Zapffe read the recent correspondence he had with Chairman C. A. Ryan of the Chamber of Commerce Committee relative to rates for electricity used for lighting. He, also, read the letter he had written the President of the City Council calling attention to the expiration of the contract with the Minnesota Power and Light Company for electrical energy and asking the Council to take immediate action relative to ascertaining the cost of a Diesel or Steam generating plant and apply to Finance Reconstruction Corporation for a loan. The Committee appointed by the Council, - Vern Anderson, Frank Johnson and W. J. Lyons, appeared to discuss the matter referred to in that letter. This was discussed for some time, and the Board impressed upon the Committee that it rested with and devolved upon

Discussion on
New Means of
Furnishing Cu-
rent



THE BRAINERD DAILY DISPATCH

Central Minnesota's



Daily Newspaper

Copyright 1988 — Brainerd, MN 56401

Vol. 106—281

Sunday, July 3, 1988

35¢ Daily, 75¢ Sunday

State still recommends chlorination of water

By CINDY HENNESSY
Staff Writer

The Minnesota Department of Health has not given up on Brainerd. Despite opposition from city officials, it continues to recommend chlorination of Brainerd's water system.

The recommendation follows almost a year after Brainerd's first detected problem with coliform bacteria, which was discovered July 7, 1987. The bacteria kept Brainerd residents boiling their water and borrowing from Baxter's water supply for nine days until it was cleared. The Department of Health, at the

time, encouraged the city to begin permanent chlorination of its water system. The Brainerd Public Utilities Commission voted not to do so. Brainerd residents in a survey through the Water and Light Department also expressed an interest in keeping chlorine out.

The Water and Light Department has installed chlorination equipment but has no plans to use it on a permanent basis.

However, the Department of Health remains persistent in its recommendation. It suggested continual chlorination in its most recent report on Brainerd's water system.

The report was reviewed at the last regular city council meeting.

David Schultz, district director for the Minnesota Department of Health in St. Cloud, said it seems people lack understanding of how the water system works and the importance of chlorination. He said the recommendation to chlorinate is standard and has been made to all communities with non-chlorinated systems.

Chlorination is recommended as a means to protect the public against water-borne illness, he said. Brainerd's contaminated water last summer did not result in serious health problems but could have

caused illness, Schultz said.

"If Brainerd were to chlorinate, the problem they had last summer would not have occurred," he said. The chlorine would have killed off the bacteria.

There are numerous opportunities within the water distribution system for bacteria to enter. Schultz said those of primary concern in Brainerd are: the open-air filtration system and cross-connections, which are points in the system where clean water could come in contact with used water.

The Health Department recommends a chlorination level of .2 to .5

milligrams per liter of water to keep bacteria under control.

Although water is tested on a regular basis, those tests are insufficient to detect all bacteria, Schultz said. There are certain bacteria that cannot be easily detected until the concentration levels are already causing people to be ill, he said.

That's what happened at the Lazy Acres Mobile Home Park, east of Brainerd, about two years ago, he said. People were getting sick from the water. The bacteria was later detected in a routine testing by the Health Department, he said.

Lazy Acres was using water from

its own wells two years ago but is now serviced by the Brainerd Water and Light Department. Schultz said bacteria at Lazy Acres originated in the wells.

Last year, was the first time Brainerd has had a problem with its water but it might just be the first time the bacteria was detected, Schultz said.

"Brainerd's system has been a good system, but you have to remember the wells are very shallow," Schultz said. He also said

HEALTH

Continued on Page 2A

Benita Krause Tuttle

Mrs. Benita Krause Tuttle, 79, of 458 Tyrol Drive, died Thursday at Sacred Heart Hospice in Austin.

Born Feb. 1, 1909, in Steele County, she married Gilbert Tuttle on Nov. 10, 1928, in Owatonna.

She moved to Brainerd in 1939. She had worked for many years in the insurance industry in several offices in the Brainerd and Little Falls area.

Surviving are two sisters, Mrs.

Austin. She was preceded in death by her husband and two brothers.

Services are 3 p.m. today at Michaelson Funeral Home with the Rev. Gerald Huff and the Rev. Alice Huff officiating.

Burial will be in St. John's Cemetery in Owatonna. Friends may call at the funeral home from 11 a.m. today until the time of the services.

A memorial service at the First Congregational Church in Brainerd will be scheduled at a later date.

Regina Peka Plante

ROYALTON — Regina Peka Plante, 78, of St. Cloud Manor died Friday at St. Cloud Hospital.

She was born Dec. 7, 1909, in North Prairie to Frank and Hedwig (Peka) Wilczek. She was raised in North Prairie, and married Joseph Peka on Aug. 23, 1929, in Minneapolis. They moved to Royalton in 1940. Mrs. Plante moved to the St. Cloud Manor eight years ago.

Mrs. Plante was a member of Holy Trinity Catholic Church and the Christian Mothers Society, Royalton.

She is survived by a son, Ray of St. Cloud; a sister, Helen Doll of Miller-

ville; a brother, Matt Wilczek of North Prairie; five grandchildren; a great-grandchild; and a great-great-grandchild.

Her first husband, second husband (Isadore Plante), a son Melvin, a sister and two brothers died earlier.

Services will be 9:30 a.m. Monday at Holy Trinity Catholic Church in Royalton with Father Paul Zylla officiating. Burial will be in the parish cemetery. Friends may call at the Brenny Funeral Home, Royalton, from 6-9 p.m. Sunday. A Christian Mothers rosary will be 7:30 p.m. Monday, followed by parish prayers 8 p.m.

Frank O'Brien

DEERWOOD — Frank O'Brien, 56, of rural Deerwood died Friday at Cuyuna Range District Nursing

home. He was preceded in death by six daughters, Kim Lovejoy of Deerwood, Carol O'Brien of Crosby, Mrs. William (Jan) Andrews of Cuyuna

the wells are close to the Mississippi River.

Walt Sjolund, superintendent of the Water and Light Department, said the shallowest well is 120 feet and the deepest is 150 feet. He said the city's five main wells are 1,000 feet from the river except in the spring when backwaters sometimes come within 50 feet of them.

Schultz said even wells 1,000 feet deep are not safe from contamination. He also said wells within 50 feet of the river make them hydraulically connected. Water will percolate through rock and sand in a purifying process from the river to the wells, he said.

The wells have casing protections that extend 87 to 105 feet deep into the wells then the rest of the well is surrounded by a screen, which keeps out sand and gravel but not water, Schultz said.

It's important for people to understand there is no such thing as pure ground water, Schultz said. People are mistaken when they think water just appears from the tap. There's a process involved, he said.

Brainerd also has three open-air filtration systems where bacteria can enter, he said. In addition, there are many older homes where there could be cross-connection problems in the plumbing, he said.

Brainerd's filtration system is

HEALTH

Continued from Page 1A

contained within an access-controlled building, which Sjolund said minimizes opportunities for contamination. "The water flow is exposed to air inside the building," he said. "There's no birds or animals."

One of the filtration beds in the building is enclosed and the others could be if necessary, Sjolund said. "We don't feel there's really a potential for contamination." He also said permanent chlorination does not appear to be necessary. "If we had a chronic problem with contamination, I would feel differently," he said.

Communities which draw their drinking water from the surface of a river are required to chlorinate to meet health standards.

There may come a day when all communities will be mandated to chlorinate under U.S. Environmental Protection Agency's Safe Drinking Water Act. However, Schultz said it's unclear what the final outcome of the act will involve.

The federal government hands down the rules and the state enforces them, he said. If chlorination were mandated, there might be exemptions for some communities, he said.

However, Schultz said, chlorination is a way to safeguard the system.

Crow Wing County

Meets 10 a.m. Tuesday.

- 10:00 A.M. — Pledge of Allegiance
- 10:05 A.M. — Miscellaneous Business & Correspondence
- 10:30 A.M. — County Treasurer
- 11:00 A.M. — Evenson Dodge, Inc., Solid Waste Financing
- 11:30 A.M. — State Auditor Report, Sheriff's Department
- 12:00 Noon — Recess
- 1:30 P.M. — Land Department
 - a. Land Exchange Fee Policy, Ken Frank, Emily
 - b. Trespassing on Tax Forfeited Lands, City of Deerwood & Fifty Lakes
- 2:00 P.M. — Open Bids, REMOVAL & DISPOSAL OF BITUMINOUS OIL, ABOVE GROUND STORAGE TANK
- 2:30 P.M. — Planning & Zoning Administrator/Solid Waste Environmental Coordinator
 - a. Amend Zoning Reclassification, Taylor Properties, Ross Lake
 - b. Set Comprehensive Plan Meeting Date
 - c. Solid Waste
 - 1. Crow Wing County Sanitary Landfill Rezoning
 - 2. Landfill Operator Contract
 - 3. Cleanup Service Issue, Larry Gillespie
- 3:00 P.M. — Recess
- 3:15 P.M. — County Mapping Needs
- 3:30 P.M. — Chet Nelson, CSAH 16 and 39
- 3:45 P.M. — County Attorney
- Miscellaneous Business:
 - 1. Minutes of June 14 and 21, 1988
 - 2. Renewal On-Sale, Off-Sale, Wine, Set-Up & Non-Intoxicating Malt Liquor License Applications
 - 3. Department of Human Services, Shared Services/Income Contract Renewal
 - 4. Review Vertical Blind Window Covering Specifications
 - 5. Appointment to Community Health Services Advisory Committee
- July 6 — 9:30 A.M. — Solid Waste Committee, Commissioner's Room
- July 7 — 9:30 A.M. — Tri-Cap Planning & Evaluation Committee, Little

Raising a stink 2-27-89

Chlorination tests spur water customer complaints

By LEW HUDSON
Staff Writer

Testing of chlorination equipment by the Brainerd Water and Light Department has produced complaints of a musty taste and odor by Brainerd water customers.

Walt Sjolund, water and light superintendent, said the problem is thought to be due to chlorinated water stripping iron and manganese deposits from water mains. It does not pose any health problem.

Coincidentally and apparently unrelated to the chlorine testing, a high level of dissolved copper has been revealed by a private test of the water supply of one Brainerd home.

The report comes from a water sample Darrell Halgrimson, 1519 Eighth Avenue Northeast, had analyzed by A.W. Research Laboratories of Brainerd.

Halgrimson released the result to The Dispatch. It showed a copper content of 3.7 parts per million, a level the laboratory said was above the maximum allowed under the Federal Safe Drinking Water Act of 1986.

Laboratory owner Alan W. Cibazar, in his report to Halgrimson, said copper levels above one part per million can impart a bitter taste while levels above three parts per million are grounds for rejection of the water supply.

Sjolund said he discussed the report over the weekend with Cibazar and is of the opinion it was not due to the chlorine testing.

Chlorine testing started Feb. 16 and will continue until March 16 for the purpose of making sure the equipment operates correctly, to familiarize operators with it and to make sure workers understand safe chlorine handling procedures.

Sjolund said chlorination equipment was acquired following the contamination incident July 21, 1987, when the city's system was found to contain coliform bacteria. There is no present plan to operate it on a regular basis although new rules currently being drawn by the federal Environmental Protection Agency may require chlorination or other water contamination safeguards in the future.

Sjolund said new water tests will be run this week to check levels of iron, manganese, fluoride and copper.

The last copper test was done in December, he said, and showed 0.1 part per million, a level he said is customary in Brainerd water.

He speculated a possible cause for the elevated copper reading in Halgrimson's home could be the fact the water pipes are new. New copper pipes, Sjolund said, can introduce elevated copper readings for a period of

time before stabilizing. The home was connected to the city's system April 21, 1987.

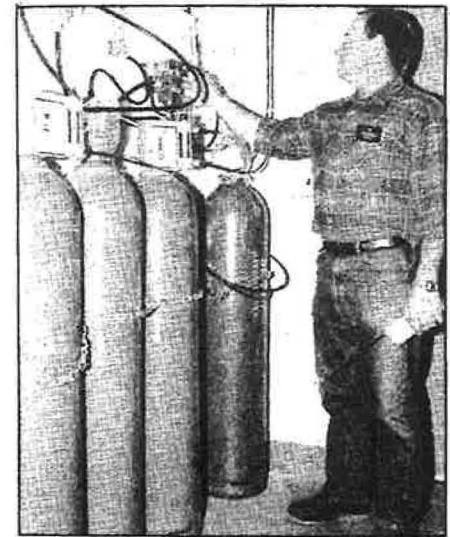
Cibazar said he has seen cases where that has occurred including water service to his own testing laboratory following installation of new mains in downtown Brainerd a few years ago. Higher than normal copper levels persisted for a year or so, he said, and then subsided.

He quoted Halgrimson as having complained the water had an odor and that the family had been suffering flu-like symptoms.

There can be reasons other than new water piping systems for a high copper content. Les Parson, office manager at Barry Mudford Plumbing and Heating, said connecting an appliance ground wire to a copper water pipe can sometimes, through electrolysis, elevate copper content.

He agreed with Sjolund that new copper pipes can also cause an increase in copper content of water although it is not common when good quality materials are used. "We don't normally have a problem (with piping)," he said.

"I would look elsewhere than the copper pipe," he said.



Chlorine test

Brainerd water plant operator Marlin Swanberg checks over chlorination equipment tentatively blamed for causing odor and taste problems in city water. (Dispatch Photo by Steve Kohls)

NOTICE

The Brainerd Water and Light Department will be testing its chlorination equipment from February 16 through March 16. These tests are to insure the proper operation of the equipment in the event of an emergency.

During this period unfluoridated/unchlorinated water will be available 24 hours a day at the Department's Central Station located just south of Boom Lake.

If you have any questions please call Water and Light Repair Service, 829-2193.

Chlorine testing ends

By LEW HUDSON
Staff Writer

Four weeks of chlorine testing of the Brainerd water system were ended at 7:30 a.m. today.

Water and Light Department Superintendent Walt Sjolund called the test successful and estimated that chlorinated water will clear the system in about two weeks.

Addition of chlorine is a widespread purification practice in Minnesota, although Brainerd traditionally has not used it.

City water was temporarily chlorinated two years ago when coliform contamination, thought to have entered the system when a filter bed was opened for routine servicing, was discovered. The city arranged to use chlorination equipment to deal with the problem.

The Public Utilities Commission subsequently purchased chlorination equipment to be placed on

standby. Sjolund said the four-week test was used to evaluate the system and train workers.

Chlorinated water began flowing into city mains Feb. 16.

Two minor problems occurred, he said. One was a vacuum leak in a hose and the other a switch failure. Both were quickly detected and corrected.

Otherwise, Sjolund said, the chlorination equipment was fully verified. During the four weeks, it was operated manually and automatically at high and low levels and kept chlorine content within desired limits.

Brainerd water comes from wells of such purity that chlorination is not normally needed. The equipment, Sjolund said, will remain on standby to be used if contamination occurs or a law is passed requiring mandatory chlorination.

3-16-89

Lawsuit filed in Dial-a-Ride flap

The Dial-a-Ride bus story continues, this time with a lawsuit. Mark-Daniel Enterprises Inc. of Duluth on Friday filed a civil lawsuit in U.S. District Court against the city of Brainerd for withdrawing its Dial-a-Ride service contract.

The Brainerd City Council in December had awarded the bid to Mark-Daniel Enterprises because it had submitted the lowest bid but later rescinded the motion because Mark-Daniel could not obtain a temporary certificate of authority to operate a bus service in Brainerd.

The Minnesota Transportation Regulation Board denied certification to the Duluth company and sug-

gested that the city apply for the certification. The city has since received temporary authority.

The city council decided to rebid the contract under new specifications because it, and not the service provider, would hold the operating authority.

The Duluth company is contesting that decision. The lawsuit was filed in U.S. District Court Friday and assigned to Judge Harry H. MacLaughlin.

Mayor Bob Olson informed the city council on Monday that he had received a letter from Mark-Daniel Enterprises Inc., informing him of the lawsuit.

Brainerd water to be chlorinated 30 days

By CINDY HENNESSY
Staff Writer

The Brainerd Public Utilities Commission voted Monday to chlorinate the city water system for 30 days to test chlorination equipment that was recently installed.

The PUC on Monday agreed that new equipment should be tested ready in case of an emergency such as the coliform contamination detected during the summer of 1987. Sjolund said the department plans to chlorinate the water from Feb. 16 through March 16.

The equipment cost about \$16,000, should be worth the expense, said Walt Sjolund, superintendent of Water and Light Department. Sjolund said the department was fortunate that it was able to rent the led chlorination equipment dur-

ing the emergency in 1987.

"We really scrambled when we had to get that stuff," Sjolund said. The water had to be chlorinated until the bacterium was brought under control.

At that time, the Minnesota Department of Health requested that city water be chlorinated on an ongoing basis, but the PUC declined.

Sjolund said that the PUC decided to purchase the chlorination system for emergency use only, although the Health Department might mandate chlorination sometime in 1990.

So far, the state department has given no indication of the type of proposal it may make, Sjolund said. Trade journals, however, indicate

WATER
Continued on Page 2A

the state is likely to mandate chlorination only for those communities, such as St. Cloud, that use surface water, he said. Brainerd has two wells.

Sjolund said the chlorination equipment will be tested for 30 days to make sure all equipment is operating and that the controls are properly calibrated. The chlorination starts at a very low concentration and slowly be increased, Sjolund said. Once the equipment has been

properly tested, chlorination will be stopped.

People who want unchlorinated water during those 30 days may use the tap at the department's central station on the south side of Boom Lake. Sjolund said that water from that tap will remain unchlorinated and unfluoridated. The tap is open to the public 24 hours a day. "We have a pretty regular customers there," he said.

has saved the department \$332,000 in kilowatt rates in the last 10 months. The PUC agreed to purchase the substation in April and has been receiving reduced rates ever since.

DIRECTED Water and Light

Wadena Technical Institute at a cost of \$25 per participant.

TABLED discussion on proposed changes in a disconnect policy for people who do not pay their utility bills.

Brainerd may offer utilities to Baxter

By CINDY HENNESSY
Staff Writer

The Brainerd Public Utilities Commission on Monday expressed interest in expanding its electrical service area to include the city of Baxter.

Baxter Mayor Don T. O'Brien submitted a letter dated Feb. 23 to the PUC, requesting that the PUC consider a meeting to discuss the possibility of the Brainerd Water and Light Department providing electrical services to the city of Baxter.

PUC members said that they are interested in conducting a feasibility study to see if Brainerd's electrical services could be extended to Baxter.

Water and Light Superintendent Walt Sjolund said that the PUC must find out if it can legally serve the Baxter area, which is now served by Row Wing Cooperative Power and Light Co. "If we can legally do it, it would be a nice addition," Sjolund said.

The Brainerd Water and Light Department would have to purchase utility lines and compensate the company for its revenue losses if the department took over, Sjolund said.

The commission did not schedule a meeting with Baxter officials but directed Sjolund to look into the legality of an expansion.

In other action, the PUC:

APPROVED an amendment to the disconnection policy to allow utilities personnel to deliver the disconnection notices themselves on residential accounts. It used to be that the Brainerd Police Department delivered those notices for about \$10 each.

It may involve overtime work for utilities employees, although it should be less expensive than having the police do it, Sjolund said. Last year, the Water and Light Department issued about 1,000 disconnection notices at a cost of about \$10,000.

Deliveries sometimes require two or three trips, because the notices must be delivered directly to the delinquent customers, Sjolund said.

DECIDED to amend the proposed 1989 budget, subject to approval by the city council, to allow an addi-

tional expenditure of \$60,725 to purchase a filtration screen for the waste water treatment plant.

The low bid for the screen came at \$155,175 plus an additional \$550 for an alternate screen, a total of \$60,725 more than was estimated in the proposed 1989 budget.

The Water and Light Department had based its budget figure on an estimate from Toltz, King, Duval, Anderson and Associates, an engineering consulting firm from St. Paul. Sjolund said an official from the firm informed him before the bids arrived that his firm had underestimated the cost for the screen.

Sjolund said he was surprised at the bids. The highest one came in at about \$191,000 and the lowest at \$155,175. The low bid was submitted by Gopher State Contractors.

The PUC approved amending the proposed 1989 budget, subject to city council approval. The council has not approved the Water and Light Department budget for 1989.

AUTHORIZED three men to attend one of two wastewater operation seminars offered in Bloomington or St. Cloud at a cost of \$60 per person. The seminar is required to maintain wastewater operations certification.

APPROVED \$225 to be one of 11 sponsors of the Call Before You Dig Dinner for excavators. Sjolund said the dinner provides a time to review concerns utilities companies have about projects involving excavation.

ANNOUNCED that a consultant for the Water and Light Department will attend the March 27 PUC meeting to explain the reasoning behind designated investments, which the city council's Personnel and Finance Committee has questioned.

REVIEWED the 1988 financial statement for the Water and Light Department. The statement showed that the department had a net income of \$1,072,729, of which \$400,000 came from a rebate from the wholesale power contractor. Without the rebate, the department's net income would have been about \$700,000, which is what the department budgeted, Sjolund said.



Public Utilities Commission Agenda Request

MEETING DATE: September 26, 2023

TITLE OF ITEM: Approve 2023 Wage Grid for Electric Distribution Supervisor

AGENDA:

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert, Human Resources
Director

DEPARTMENT: HR

PRESENTER: Kris Schubert, Human Resources
Director

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:

FINANCIAL IMPACT:

MEMO



TO: Public Utilities Commission Members
FROM: HR Director Kris Schubert
DATE: September 21, 2023
RE: Electric Distribution Supervisor Wage

On August 7, 2023, the City Council approved an updated job description for the vacant Electric Distribution Supervisor position as recommended by the BPU Commission. At that time, it was noted that wage information was still needed from our Classification and Compensation Study consultant before the position could be posted.

In working with Flaherty & Hood, our Classification and Compensation consultant, the following 2023 wage grid is recommended for the Electric Distribution Supervisor position:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
\$44.75	\$46.89	\$49.02	\$51.15	\$53.28	\$55.41	\$57.54	\$59.67

Recommended action is that the BPU Commission recommend approval to the City Council of the 2023 wage grid for the Electric Distribution Supervisor as presented; further, to authorize staff to begin the promotional process to fill the position.

Unfortunately I am unable to attend your September Commission meeting; therefore, City Administrator Bergman will be available to discuss this matter if you have any questions.

/ks

C: City Administrator Bergman
Public Utilities Director Wicklund

BRAINERD PUBLIC UTILITIES COMMISSION

RESOLUTION NO. 2023- 10

**REQUESTING THE ISSUANCE AND SALE BY THE CITY OF
BRAINERD, MINNESOTA OF GENERAL OBLIGATION BONDS
PAYABLE FROM NET REVENUES OF THE WATER AND
SANITARY SEWER UTILITIES**

WHEREAS, the Brainerd Public Utilities Commission (the “BPU”), the municipal utility arm of the City of Brainerd, Minnesota (the “City”), is responsible for the operation of the City’s water and sanitary sewer utilities (the “Utilities”); and

WHEREAS, the BPU has recommended the construction of various improvements to the Utilities (the “Utility Improvements”), pursuant to Minnesota Statutes, Chapters 444 and 475, as amended (the “Utility Revenue Act”); and

WHEREAS, the City proposes to issue general obligation bonds payable from the net revenues of the Utilities (the “Utility Revenue Bonds”) in the proposed aggregate principal amount of \$3,115,000, pursuant to the Utility Revenue Act, to provide financing for the Utility Improvements; and

WHEREAS, the Utility Revenue Bonds are expected to be issued as part of the General Obligation Bonds, Series 2023A, to be issued by the City in the proposed aggregate principal amount of \$5,435,000; and

NOW THEREFORE, BE IT RESOLVED, by the Brainerd Public Utilities Commission, as follows:

1. The BPU requests that the City issue the Utility Revenue Bonds, payable from the net revenues of the Utilities.
2. The BPU staff is authorized and directed to cooperate with City staff and the City’s legal and municipal advisors in offering the Utility Revenue Bonds for sale.
3. This resolution shall take effect immediately upon adoption.

Adopted this 26th day of September, 2023.

President

ATTEST:

Secretary

\$5,435,000

City of Brainerd, Minnesota

General Obligation Bonds, Series 2023A

Dated November 16, 2023

Total Issue Sources And Uses

Dated 11/16/2023 | Delivered 11/16/2023

	Improvement Portion	BPU North Brd. Project Water Improvements	BPU Forcemain River Crossing Sewer Improvements	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$2,320,000.00	\$1,160,000.00	\$1,955,000.00	\$5,435,000.00
Prior Tax Levy Collections	195,000.00	-	-	195,000.00
Total Sources	\$2,515,000.00	\$1,160,000.00	\$1,955,000.00	\$5,630,000.00
Uses Of Funds				
Deposit to Project Construction Fund	2,451,000.00	1,128,439.09	1,900,000.00	5,479,439.09
Costs of Issuance	35,109.48	17,554.73	29,585.79	82,250.00
Total Underwriter's Discount (1.200%)	27,840.00	13,920.00	23,460.00	65,220.00
Rounding Amount	1,050.52	86.18	1,954.21	3,090.91
Total Uses	\$2,515,000.00	\$1,160,000.00	\$1,955,000.00	\$5,630,000.00

3,115,000

\$1,160,000

City of Brainerd, Minnesota

General Obligation Improvement Bonds, Series 2023A

Water Improvements

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Levy	Fiscal Total
11/16/2023	-	-	-	-	-	-
08/01/2024	-	-	29,989.42	29,989.42	31,488.89	-
02/01/2025	50,000.00	3.850%	21,169.00	71,169.00	74,727.45	106,216.34
08/01/2025	-	-	20,206.50	20,206.50	21,216.83	-
02/01/2026	65,000.00	3.690%	20,206.50	85,206.50	89,466.83	110,683.65
08/01/2026	-	-	19,007.25	19,007.25	19,957.61	-
02/01/2027	65,000.00	3.520%	19,007.25	84,007.25	88,207.61	108,165.23
08/01/2027	-	-	17,863.25	17,863.25	18,756.41	-
02/01/2028	70,000.00	3.420%	17,863.25	87,863.25	92,256.41	111,012.83
08/01/2028	-	-	16,666.25	16,666.25	17,499.56	-
02/01/2029	70,000.00	3.400%	16,666.25	86,666.25	90,999.56	108,499.13
08/01/2029	-	-	15,476.25	15,476.25	16,250.06	-
02/01/2030	70,000.00	3.400%	15,476.25	85,476.25	89,750.06	106,000.13
08/01/2030	-	-	14,286.25	14,286.25	15,000.56	-
02/01/2031	75,000.00	3.400%	14,286.25	89,286.25	93,750.56	108,751.13
08/01/2031	-	-	13,011.25	13,011.25	13,661.81	-
02/01/2032	75,000.00	3.400%	13,011.25	88,011.25	92,411.81	106,073.63
08/01/2032	-	-	11,736.25	11,736.25	12,323.06	-
02/01/2033	80,000.00	3.400%	11,736.25	91,736.25	96,323.06	108,646.13
08/01/2033	-	-	10,376.25	10,376.25	10,895.06	-
02/01/2034	80,000.00	3.450%	10,376.25	90,376.25	94,895.06	105,790.13
08/01/2034	-	-	8,996.25	8,996.25	9,446.06	-
02/01/2035	85,000.00	3.500%	8,996.25	93,996.25	98,696.06	108,142.13
08/01/2035	-	-	7,508.75	7,508.75	7,884.19	-
02/01/2036	90,000.00	3.850%	7,508.75	97,508.75	102,384.19	110,268.38
08/01/2036	-	-	5,776.25	5,776.25	6,065.06	-
02/01/2037	90,000.00	3.950%	5,776.25	95,776.25	100,565.06	106,630.13
08/01/2037	-	-	3,998.75	3,998.75	4,198.69	-
02/01/2038	95,000.00	4.050%	3,998.75	98,998.75	103,948.69	108,147.38
08/01/2038	-	-	2,075.00	2,075.00	2,178.75	-
02/01/2039	100,000.00	4.150%	2,075.00	102,075.00	107,178.75	109,357.50
Total	\$1,160,000.00	-	\$385,127.42	\$1,545,127.42	\$1,622,383.79	-

SIGNIFICANT DATES

Dated	11/16/2023
Delivery Date	11/16/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$10,326.67
Average Life	8.902 Years
Average Coupon	3.7294456%
Net Interest Cost (NIC)	3.8642423%
True Interest Cost (TIC)	3.8788053%
Bond Yield for Arbitrage Purposes	3.6174341%
All Inclusive Cost (AIC)	4.0916985%

IRS Form 8038

Net Interest Cost	3.7294456%
Weighted Average Maturity	8.902 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

\$1,955,000

City of Brainerd, Minnesota

General Obligation Improvement Bonds, Series 2023A

Sewer Improvements

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Levy	Fiscal Total
11/16/2023	-	-	-	-	-	-
08/01/2024	-	-	50,526.83	50,526.83	53,053.17	-
02/01/2025	85,000.00	3.850%	35,666.00	120,666.00	126,699.30	179,752.47
08/01/2025	-	-	34,029.75	34,029.75	35,731.24	-
02/01/2026	105,000.00	3.690%	34,029.75	139,029.75	145,981.24	181,712.48
08/01/2026	-	-	32,092.50	32,092.50	33,697.13	-
02/01/2027	110,000.00	3.520%	32,092.50	142,092.50	149,197.13	182,894.25
08/01/2027	-	-	30,156.50	30,156.50	31,664.33	-
02/01/2028	115,000.00	3.420%	30,156.50	145,156.50	152,414.33	184,078.65
08/01/2028	-	-	28,190.00	28,190.00	29,599.50	-
02/01/2029	115,000.00	3.400%	28,190.00	143,190.00	150,349.50	179,949.00
08/01/2029	-	-	26,235.00	26,235.00	27,546.75	-
02/01/2030	120,000.00	3.400%	26,235.00	146,235.00	153,546.75	181,093.50
08/01/2030	-	-	24,195.00	24,195.00	25,404.75	-
02/01/2031	125,000.00	3.400%	24,195.00	149,195.00	156,654.75	182,059.50
08/01/2031	-	-	22,070.00	22,070.00	23,173.50	-
02/01/2032	130,000.00	3.400%	22,070.00	152,070.00	159,673.50	182,847.00
08/01/2032	-	-	19,860.00	19,860.00	20,853.00	-
02/01/2033	135,000.00	3.400%	19,860.00	154,860.00	162,603.00	183,456.00
08/01/2033	-	-	17,565.00	17,565.00	18,443.25	-
02/01/2034	140,000.00	3.450%	17,565.00	157,565.00	165,443.25	183,886.50
08/01/2034	-	-	15,150.00	15,150.00	15,907.50	-
02/01/2035	145,000.00	3.500%	15,150.00	160,150.00	168,157.50	184,065.00
08/01/2035	-	-	12,612.50	12,612.50	13,243.13	-
02/01/2036	150,000.00	3.850%	12,612.50	162,612.50	170,743.13	183,986.25
08/01/2036	-	-	9,725.00	9,725.00	10,211.25	-
02/01/2037	155,000.00	3.950%	9,725.00	164,725.00	172,961.25	183,172.50
08/01/2037	-	-	6,663.75	6,663.75	6,996.94	-
02/01/2038	160,000.00	4.050%	6,663.75	166,663.75	174,996.94	181,993.88
08/01/2038	-	-	3,423.75	3,423.75	3,594.94	-
02/01/2039	165,000.00	4.150%	3,423.75	168,423.75	176,844.94	180,439.88
Total	\$1,955,000.00	-	\$650,130.33	\$2,605,130.33	\$2,735,386.85	-

SIGNIFICANT DATES

Dated	11/16/2023
Delivery Date	11/16/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$17,442.29
Average Life	8.922 Years
Average Coupon	3.7273217%
Net Interest Cost (NIC)	3.8618224%
True Interest Cost (TIC)	3.8764383%
Bond Yield for Arbitrage Purposes	3.6174341%
All Inclusive Cost (AIC)	4.0888307%

IRS Form 8038

Net Interest Cost	3.7273217%
Weighted Average Maturity	8.922 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

Brainerd Public Utilities
Impact on Water and Wastewater Treatment Customers
2023A Bonds

Water		Meters in Service		Gallons Sold (000's)													
Outside City	Meter Size	(8 Mos)	Annualized	(8 Mos)	Annualized	% of	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Current	Change in
		2023	2023	2023	2023	Gallons	Base	Base	Base	Base	Commodity	Commodity	Base	Base	Total	Total	Total
		2023	2023	2023	2023	Sold	Charge	Charge	Charge	Revenue	Charge	Revenue	Charge	Revenue	Revenue	Revenue	Revenue
	3/4"	35,585	53,378	113,305	169,958	44.8%	\$ 19.30	\$ 19.30	\$ 1,030,186	\$ 1,030,186	\$ 3.95	\$ 4.10	\$ 671,332	\$ 696,826	\$ 1,701,518	\$ 1,727,012	\$ 25,494
200%	3/4"	105	158	246	369	0.1%	38.60	38.60	6,080	6,080	3.95	4.10	1,458	1,513	7,537	7,592	55
	1"	1,566	2,349	17,866	26,799	7.1%	44.50	49.70	104,531	116,745	3.95	4.10	105,856	109,876	210,387	226,621	16,235
200%	1"	13	20	420	630	0.2%	89.00	99.40	1,736	1,938	3.95	4.10	2,489	2,583	4,224	4,521	297
	1 1/2"	879	1,319	25,033	37,550	9.9%	65.50	73.90	86,362	97,437	3.95	4.10	148,321	153,953	234,682	251,390	16,708
	2"	895	1,343	53,909	80,864	21.3%	110.00	127.80	147,675	171,572	3.95	4.10	319,411	331,540	467,086	503,112	36,026
200%	2"	24	36	54	81	0.0%	220.00	255.60	7,920	9,202	3.95	4.10	320	332	8,240	9,534	1,294
	3"	174	261	17,889	26,834	7.1%	203.50	230.10	53,114	60,056	3.95	4.10	105,992	110,017	159,106	170,073	10,968
200%	3"	21	32	185	278	0.1%	407.00	460.20	12,821	14,496	3.95	4.10	1,096	1,138	13,917	15,634	1,717
	4"	99	149	14,241	21,362	5.6%	298.50	345.10	44,327	51,247	3.95	4.10	84,378	87,582	128,705	138,830	10,124
200%	4"	5	8	1	2	0.0%	597.00	690.20	4,478	5,177	3.95	4.10	6	6	4,483	5,183	699
	6"	39	59	9,939	14,909	3.9%	473.50	551.00	27,700	32,234	3.95	4.10	58,889	61,125	86,588	93,358	6,770
	8"	-	-	-	-	0.0%	883.50	968.40	-	-	3.95	4.10	-	-	0	0	0
Total		39,405	59,108	253,088	379,632	100.0%			\$ 1,526,927	\$ 1,596,369			\$ 1,499,546	\$ 1,556,491	\$ 3,026,473	\$ 3,152,860	\$ 126,387
Additional Average Debt Service Requirement																	\$ 105,159
Additional Revenue Over Debt Service Requirement																	\$ 21,228

Wastewater Treatment		Meters in Service		Gallons Processes (000's)													
		(8 Mos) 2023	Annualized 2023	(8 Mos) 2023	Annualized 2023	% of Gallons Sold	Current Base Charge	Proposed Base Charge	Current Base Charge Revenue	Proposed Base Charge Revenue	Current Commodity Charge	Proposed Commodity Charge	Current Base Charge Revenue	Proposed Base Charge Revenue	Current Total Revenue	Current Total Revenue	Change in Total Revenue
Outside City	Meter Size																
	3/4"	35,585	53,378	113,305	169,958	44.8%	\$ 19.95	\$ 21.30	\$ 1,064,881	\$ 1,136,941	\$ 3.35	\$ 3.65	\$ 569,358	\$ 620,345	\$ 1,634,239	\$ 1,757,286	\$ 123,047
200%	3/4"	105	158	246	369	0.1%	39.90	42.60	6,284	6,710	3.35	3.65	1,236	1,347	7,520	8,056	536
	1"	1,566	2,349	17,866	26,799	7.1%	24.00	25.60	56,376	60,134	3.35	3.65	89,777	97,816	146,153	157,951	11,798
200%	1"	13	20	420	630	0.2%	48.00	51.20	936	998	3.35	3.65	2,111	2,300	3,047	3,298	251
	1 1/2"	879	1,319	25,033	37,550	9.9%	28.50	30.80	37,577	40,610	3.35	3.65	125,791	137,056	163,368	177,665	14,297
	2"	895	1,343	53,909	80,864	21.3%	32.50	33.90	43,631	45,511	3.35	3.65	270,893	295,152	314,524	340,663	26,139
200%	2"	24	36	54	81	0.0%	65.00	67.80	2,340	2,441	3.35	3.65	271	296	2,611	2,736	125
	3"	174	261	17,889	26,834	7.1%	44.00	46.40	11,484	12,110	3.35	3.65	89,892	97,942	101,376	110,053	8,676
200%	3"	21	32	185	278	0.1%	88.00	92.80	2,772	2,923	3.35	3.65	930	1,013	3,702	3,936	234
	4"	99	149	14,241	21,362	5.6%	52.00	55.10	7,722	8,182	3.35	3.65	71,561	77,969	79,283	86,152	6,869
200%	4"	5	8	1	2	0.0%	104.00	110.20	780	827	3.35	3.65	5	5	785	832	47
	6"	39	59	9,939	14,909	3.9%	65.00	69.90	3,803	4,089	3.35	3.65	49,943	54,416	53,746	58,505	4,759
	8"	-	-	-	-	0.0%	-	-	-	-	3.35	3.65	-	-	0	0	0
Total		39,405	59,108	253,088	379,632	100.0%			\$ 1,238,586	\$ 1,321,476			\$ 1,271,767	\$ 1,385,657	\$ 2,510,354	\$ 2,707,133	\$ 196,779
Additional Average Debt Service Requirement																	\$ 182,359
Additional Revenue Over Debt Service Requirement																	\$ 14,420

Todd Wicklund

From: Tad Johnson <Tad@brainerdcpa.com>
Sent: Friday, September 8, 2023 11:40 AM
To: Todd Wicklund
Subject: Memorandum of understanding?

Hi Todd,

I think it would help to have a memo of understanding (or similar) between the city council and the utilities commission agreeing who has authority where. I think a lot of the frustration from both sides comes from not knowing for sure who is responsible for what oversight function. Putting everything in writing would help me, for sure.

For example:

- Hiring staff
- Directing staff
- Setting wages/correspondence with wage consultants
- Who does the Public Utilities Director report to?
- Negotiating union contracts
- Reporting to regulatory agencies
- Emergency response chain of command
- Approving Budget
- Approving audited financial statements
- Get a list from your team of items to clarify separation of duties. Anything that has caused tension in the past.

I'm sure there are other big areas I've missed. I know this is one more thing to add to your plate, but some clarity in writing would help resolve inter-department tensions. And hopefully make all parties get along better.

Let me know your thoughts.

Tad F. Johnson, CPA
B. Johnson & Assoc., Ltd.
[218-829-3501](tel:218-829-3501)
Tad@BrainerdCPA.com

September 22, 2023

Todd Wicklund
Brainerd Public Utilities
8027 Highland Scenic Road
Baxter, MN 56425

Re: Brainerd Hydroelectric Project Phase II Generation Study

Dear Mr. Wicklund:

On behalf of Barr Engineering Co. (Barr) we are pleased to present this proposal for the Brainerd Hydroelectric Project Phase II Generation Study. The Phase II study work described in this proposal is a follow-up to the Phase I generation study completed by Barr on January 6th, 2023. Our proposal is based on our scoping discussions with you and Trent Hawkinson, our July 25th Commission Meeting Presentation and the discussion from that meeting, and the previous Phase 1 study completed by Barr. It is our understanding that Brainerd Public Utilities (BPU) is looking for ways to add generating capacity to their hydropower facility while considering current and future maintenance and automation needs. The intent of this Phase II study is to develop two design options to an approximate 20% design completion level to assist BPU in selecting a single design to proceed with implementation. The Phase II work will also describe anticipated unit replacement phasing, design, and estimated equipment and construction costs. We will work with BPU to estimate a unit cost range for power generation for use in decision making. The goal of the Phase II study is to provide BPU with enough information to make an informed decision on a final configuration.

Scope of Work

We have developed the following scope of work for this Phase II study.

Task 1 – Generation Capacity and Turbine Unit Installation Design Package

Basic analysis will be performed using existing discharge frequency data to evaluate the site characteristics for hydraulic head and flow. An estimate of a reasonable power factor will be developed using our knowledge of typical values at hydroelectric facilities and the existing calculation used during the previous phase of this project. Based on the discharge frequency curve and the power factor, a range of reasonable annual generation will be developed.

Establishing the existing condition and capacity of the Bay 6 tailrace and flume will be required to accomplish preliminary design for each option. We will conduct one site visit to review and assess existing conditions and equipment and gather data for Bay 6, including a 3D site scan of the turbine pit, deck area, and powerhouse. We will rely on recent dive inspections to understand tailrace flume conditions.

Task 1 also includes developing a preliminary design for the following two options:

Option 1 consists of installing a new packaged turbine-generator unit in Bay 6. The unit will be sized to maximize the practical generating capacity using the available space, flow and head characteristics. This option includes the following design assumptions:

- Modification of forebay and tailrace will be necessary to accommodate the new unit.
- Existing Unit 6 forebay bulkhead will be used with limited modifications to allow for automated operation.
- Modification of powerhouse roof will be required to accommodate new unit installation as well as long term maintenance activities.
- New unit will have the capability to be fully automated.
- Xylem Flygt packaged turbine/generator unit (or similar) will be used as a design basis.

Option 2 will include the installation of a new vertical turbine unit with a generator sized to match the turbine capacity. The unit will be sized to maximize the practical generating capacity using the available space, flow and head characteristics. This option includes the following design assumptions:

- The capacity limit is expected to stay within BPU's current FERC license allowance of 3,942 kW.
- Modification of the forebay and tailrace will be necessary to accommodate the new unit.
- A new generator floor and housing will be required over the existing Bay 6 forebay deck to accommodate new vertical unit and generator.
- New bulkhead / headgate will be required to allow for automated closing in the event a unit trips offline.
- Modification of existing forebay to include new generator floor and housing over the existing bay 6 forebay deck to accommodate new vertical unit.
- New unit will have the capability to be fully automated.

The following deliverables will be developed as part of this task:

- Memo summarizing expected generation capacity, existing facility conditions, expected upgrades and modifications needed to implement each option, and expected generation capacity range for each option.
- The following drawings are expected for each of two options (drawing quantities are estimated):
 - Two (2) Preliminary General Arrangements
 - Two (3) Preliminary Structural Modifications
 - One (1) Preliminary Demo Plan
 - One (1) Preliminary Electrical Plan
 - One (1) Preliminary Electrical One-Line Diagram

Task 2 – Cost Estimate and Project Planning

An opinion of probable construction cost for the development of the project (including permitting, license modifications, design, and construction) will be developed in general accordance with AACE 18R-97 Class 4, with an expected accuracy of about -30% to +50%. Cost estimates are based on about a 15% to 20% level of project definition, suitable for a feasibility/options study.

This information, combined with the information developed in Task 1, will be presented to BPU and used to develop a unit cost range for power production (\$/MWhr) for each option.

Barr will work with BPU to develop implementation schedule milestones and incorporate considerations for mid-term and long-term plant upgrades for work beyond new unit installation, such as full plant automation and powerhouse roof repairs, and how these may be staged to compliment new unit implementation.

The following deliverables will be developed as part of this task:

- Memo summarizing construction cost estimate, implementation schedule, and facility planning considerations.

Assumptions and Clarifications (associated with both Tasks 1 and 2)

- USGS river flow data from the nearest gaging station for the last 20 years will be used for estimating generating capacity.
- Draft tube inspection will be limited to what can be seen from the inside of the turbine pit, assuming the cover can be removed. A dive inspection may be prudent for further evaluation of the draft tube condition but is not included.
- Final unit generation capacity to be verified by turbine unit vendor. Barr will provide an estimated range of capacities using assumptions listed here and preliminary information provided by turbine vendors.
- BPU to provide input for short and long-term facility maintenance and operation needs.
- An estimated operational life of new turbine and generator units of 25 years will be assumed for the cost per unit of power produced (\$/MWhr). Other assumptions and inputs for estimating the costs will be coordinated with BPU.

Cost and Schedule

Proposed Cost

We will perform the work described above on a time and expenses basis. The costs associated with this project are estimated in the table below.

Task		Total Cost
1.0	Generation Capacity and Turbine Unit Installation Design Package	\$73,600.00
2.0	Cost estimate and project planning	\$25,500.00
	Total Proposed Cost	\$99,100.00

Schedule

We propose to complete the work associated with the deliverables described above within the following milestone schedule.

Estimated Schedule Milestones	
Assumed Notice to Proceed	By October 2, 2023
Site visit and Assessment Completion	By November 10, 2023
Draft Site Review Summary Memo submittal	By December 1, 2023
Design Drawing Package Draft Submittal	By January 26, 2024
Design Drawing Package Final Submittal (15-20% Design Completion)	By February 16, 2024
Cost estimate and project planning	By February 16, 2024

The estimated schedule includes time for site coordination and BPU review of all draft submittals. We will work closely with BPU to monitor and adjust the scheduled.

Terms and Conditions

Barr's services will be performed in accordance with our current engineering service agreement with BPU.

Thank you for the opportunity to continue working with BPU. If you have questions or would like additional information, please contact either of us.

Sincerely,



William Forsmark, PE
612.325.7347
Vice President

Tyler Fincher, PE
952.842.3648
Project Manager



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 Public Utilities Director Report September 26, 2023

August 2023 Financial Report

See attached financial report.

Budget Process

Will begin work on preparing 2024 Operating Budget and 2024-2028 Capital Budget for presentation to City Council on December 4, 2023.

Water Treatment Facility Asset Assessment Inventory

Waiting for final results of Assessment Report from Bolton & Menk.

House of Representatives Capital Bonding Request

Made presentation to House Capital Bonding Committee (2023 Legislative Bonding Tour) on September 13, 2023, regarding BPU's capital bonding request for \$12.5 million for design and construction of water treatment facility upgrades with a total estimated cost of \$25 million. This project will deal with copper corrosion in distribution system.

Rewrite of City Water System Ordinance

Need to allocate time to begin rewriting the City Water System Ordinance.

Wellhead Protection Plan

Ongoing meetings with Minnesota Rural Water Association regarding the process of updating the current Plan which was for the 10-year period ending April 2022. The updated plan will need to be submitted to the State by July 1, 2024.

Department Activity Reports From:

- Operations Manager
- Water/Wastewater Manager

Next Board Meeting – October 31, 2023

**BRAINERD PUBLIC UTILITIES
COMPARISON OF OPERATING RESULTS
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023 AND 2022**

	2023		2022	
	Amount	Percent of Sales	Amount	Percent of Sales
OPERATING REVENUE				
Department				
Electric	\$16,168,968	78.9%	\$14,583,072	77.5%
Water	2,306,429	11.2%	2,326,656	12.4%
Wastewater	2,028,962	9.9%	1,899,264	10.1%
Total Operating Revenue	<u>20,504,359</u>	<u>100.0%</u>	<u>18,808,992</u>	<u>100.0%</u>
OPERATING EXPENSES				
Salaries and Wages	3,259,020	15.9%	3,066,545	16.3%
Purchased Power	8,977,036	43.8%	8,579,359	45.6%
Operations and Maintenance	2,146,109	10.5%	1,978,879	10.5%
Other Charges	503,558	2.5%	449,639	2.4%
Employee Benefits	1,245,445	6.1%	1,013,994	5.4%
Insurance and Bonds	254,743	1.2%	200,270	1.1%
Depreciation and Amortization	3,359,235	16.4%	3,458,400	18.4%
Total Operating Expenses	<u>19,745,146</u>	<u>96.3%</u>	<u>18,747,086</u>	<u>99.7%</u>
NET OPERATING REVENUE	<u>759,213</u>	<u>3.7%</u>	<u>61,906</u>	<u>0.3%</u>
NONOPERATING REVENUE				
Interest Revenue - Investments	112,967	0.6%	(513,405)	-2.7%
Bond Premium	113,993	0.6%	267,714	1.4%
Interest Revenue - Notes Receivable	71,470	0.3%	81,905	0.4%
Interest Expense - Bonds	(562,070)	-2.7%	(648,927)	-3.5%
Local Option Sales Tax	1,367,310	6.7%	1,313,467	7.0%
Other	47,568	0.2%	77,366	0.4%
Total Nonoperating Revenue	<u>1,151,238</u>	<u>5.6%</u>	<u>578,120</u>	<u>3.1%</u>
INCOME BEFORE OPERATING TRANSFERS TO THE CITY	<u>1,910,451</u>	<u>9.3%</u>	<u>640,026</u>	<u>3.4%</u>
CAPITAL CONTRIBUTIONS	-	0.0%	-	0.0%
TRANSFERS TO THE CITY	<u>(526,215)</u>	<u>-2.6%</u>	<u>(510,061)</u>	<u>-2.7%</u>
CHANGE IN NET ASSETS	<u>\$ 1,384,236</u>	<u>6.8%</u>	<u>\$ 129,965</u>	<u>0.7%</u>

BRainerd PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION BY DEPARTMENT
AUGUST 31, 2023 AND 2022

	Electric	Water	Wastewater Treatment	Totals	
				2023	2022
ASSETS					
UTILITY PLANT					
Construction in Progress	\$ 2,127,551	\$ 6,579,773	\$ 1,449,413	\$ 10,156,737	\$ 5,047,393
Right-to-Use	421,686	20,146	20,146	461,978	-
In Service	46,641,787	30,055,806	39,177,997	115,875,590	114,169,475
Total Investment in Utility Plant	49,191,024	36,655,725	40,647,556	126,494,305	119,216,868
Less: Accumulated Depreciation	(24,786,417)	(15,061,848)	(20,511,979)	(60,360,244)	(55,484,945)
Net Utility Plant	24,404,607	21,593,877	20,135,577	66,134,061	63,731,923
CASH AND INVESTMENTS					
Nonrestricted	6,011,076	(803,551)	3,450,561	8,658,086	9,830,965
Restricted					
Customer Deposits	462,713	-	-	462,713	374,385
City of Brainerd Contribution	88,742	-	-	88,742	303,614
Conservation Incentive Program	346,869	-	-	346,869	283,960
Water and Sewer Accessibility Charges	-	476,197	7,138	483,335	613,074
Construction Bond Proceeds	-	272,170	-	272,170	3,184,513
Debt Service Reserve	1,117,250	1,435,324	1,962,980	4,515,554	4,588,747
Total Restricted Cash and Investments	2,015,574	2,183,691	1,970,118	6,169,383	9,348,293
Total Cash and Investments	8,026,650	1,380,140	5,420,679	14,827,469	19,179,258
CURRENT ASSETS					
Accounts Receivable	3,502,499	515,473	767,142	4,785,114	4,426,431
Interest Receivable	6,691	1,814	20,479	28,984	37,289
Inventory	1,802,224	161,740	-	1,963,964	1,606,871
Prepaid Expenses	111,635	58,870	41,299	211,804	164,799
Total Current Assets	5,423,049	737,897	828,920	6,989,866	6,235,390
OTHER ASSETS					
Bonds and Notes Receivable	-	-	3,818,334	3,818,334	3,330,334
Interest Receivable - Notes Receivable	-	-	2,700	2,700	-
Service Territory Acquisitions, Net of Accumulated Amortization	222,083	-	-	222,083	239,016
Deferred Outflows of Resources	952,571	317,524	317,524	1,587,619	1,770,599
Investment in Solar Generation Facility	567,000	-	-	567,000	-
Total Other Assets	1,741,654	317,524	4,138,558	6,197,736	5,339,949
Total Assets	39,595,960	24,029,438	30,523,734	94,149,132	94,486,520
LIABILITIES AND NET ASSETS					
NET POSITION					
Net Investment in Capital Assets	18,034,946	10,726,825	10,685,864	39,447,635	33,631,023
Restricted	-	1,488,843	5,766,314	7,255,157	6,822,363
Unrestricted	7,815,369	(820,792)	3,213,607	10,208,184	14,387,289
Total Net Position	25,850,315	11,394,876	19,665,785	56,910,976	54,840,675
LONG-TERM LIABILITIES					
Revenue Bonds Payable	5,540,000	9,355,000	711,600	15,606,600	17,527,200
PFA Construction Loan Payable	-	-	6,919,000	6,919,000	8,455,000
Equipment Certificate Payable	-	-	-	-	-
Compensated Absences	691,938	288,455	165,290	1,145,683	1,141,676
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	109,376	36,459	36,459	182,294	1,931,745
Capital Lease Payable	379,097	6,303	6,303	391,703	27,509
Revenue Bond Premium	50,627	695,469	30,640	776,736	1,026,378
Total Long-Term Liabilities	9,957,491	11,443,836	8,931,442	30,332,769	33,225,014
CURRENT LIABILITIES					
Accounts Payable	1,394,070	215,467	-	1,609,537	1,188,337
Revenue Bonds Payable	1,040,000	805,000	75,600	1,920,600	2,032,000
Equipment Certificate Payable	-	-	-	-	65,000
PFA Construction Loan Payable	-	-	1,536,000	1,536,000	1,536,000
Capital Lease Payable	17,937	5,280	5,280	28,497	17,536
Payable to City of Brainerd	88,742	7,654	231,532	327,928	303,614
Conservation Incentive Program Payable	346,869	-	-	346,869	283,960
Accrued Expenses					
Salaries and Withholding Taxes	216,892	98,513	60,395	375,800	361,092
Sales Taxes	169,731	5,293	-	175,024	115,032
Bond Interest	51,200	53,519	17,700	122,419	143,875
Customer Deposits	462,713	-	-	462,713	374,385
Total Current Liabilities	3,788,154	1,190,726	1,926,507	6,905,387	6,420,831
Total Liabilities	13,745,645	12,634,562	10,857,949	37,238,156	39,645,845
Total Liabilities and Net Position	\$ 39,595,960	\$ 24,029,438	\$ 30,523,734	\$ 94,149,132	\$ 94,486,520

BRAINERD PUBLIC UTILITIES
COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION BY DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021

	August 31, 2023				(Memorandum Only)	
	Electric	Water	Wastewater Treatment	Total	August 31,	
					2022	2021
OPERATING REVENUES						
Utility Revenues	\$ 15,872,045	\$ 2,271,979	\$ 1,484,961	\$ 19,628,985	\$ 18,021,120	\$ 18,069,847
Other Operating Revenue	296,923	34,450	544,001	875,374	787,872	556,920
Total Operating Revenue	16,168,968	2,306,429	2,028,962	20,504,359	18,808,992	18,626,767
OPERATING EXPENSES						
Purchased Power	8,977,036	-	-	8,977,036	8,579,359	8,237,925
Production/Generation						
Salaries and Wages	349,440	309,769	284,699	943,908	861,386	809,208
Operations and Maintenance	34,237	188,366	689,785	912,388	745,893	722,728
Employee Benefits	98,383	110,088	81,705	290,176	280,488	259,084
Other Charges	220	569	17,627	18,416	53,892	47,681
Total Generation/Production Expenses	482,280	608,792	1,073,816	2,164,888	1,941,659	1,838,701
Distribution						
Salaries and Wages	940,091	399,300	55,967	1,395,358	1,309,510	1,259,996
Operations and Maintenance	238,374	273,114	129,039	640,527	655,152	481,444
Employee Benefits	256,190	108,261	20,461	384,912	386,837	359,301
Other Charges	50,126	18,762	2,454	71,342	36,846	34,305
Total Distribution Expenses	1,484,781	799,437	207,921	2,492,139	2,388,345	2,135,046
General and Administrative						
Salaries and Wages	545,994	190,965	182,795	919,754	895,649	922,021
Operations and Maintenance	372,449	121,355	99,390	593,194	577,834	289,847
Insurance and Bonds	157,819	45,737	51,187	254,743	200,270	180,735
Employee Benefits	345,313	115,501	109,543	570,357	346,669	319,653
Other Charges	276,077	63,731	73,992	413,800	358,901	325,817
Total Gen. and Admin. Expenses	1,697,652	537,289	516,907	2,751,848	2,379,323	2,038,073
Depreciation and Amortization	1,470,117	752,560	1,136,558	3,359,235	3,458,400	3,436,000
Total Operating Expenses	14,111,866	2,698,078	2,935,202	19,745,146	18,747,086	17,685,745
NET OPERATING INCOME (LOSS)	2,057,102	(391,649)	(906,240)	759,213	61,906	941,022
NONOPERATING REVENUE (EXPENSE)						
Interest Revenue - Investments	(2,496)	17,250	98,213	112,967	(513,405)	(24,851)
Bond Premium	9,584	98,489	5,920	113,993	267,714	61,976
Interest Revenue - Notes Receivable	-	-	71,470	71,470	81,905	93,913
Local Option Sales Tax	-	348,693	1,018,617	1,367,310	1,313,466	1,245,801
Interest Expense - Bonds	(127,074)	(205,346)	(229,650)	(562,070)	(648,927)	(610,852)
Other	-	-	47,568	47,568	77,367	82,946
Total Nonoperating Revenue (Expense)	(119,986)	259,086	1,012,138	1,151,238	578,120	848,933
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	1,937,116	(132,563)	105,898	1,910,451	640,026	1,789,955
CAPITAL CONTRIBUTIONS	-	-	-	-	-	976,000
TRANSFERS TO THE CITY	(526,215)	-	-	(526,215)	(510,061)	(517,144)
CHANGE IN NET POSITION	\$ 1,410,901	\$ (132,563)	\$ 105,898	\$ 1,384,236	\$ 129,965	\$ 2,248,811

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - ELECTRIC DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021

	August 31, 2023			Variance With Budget - Positive (Negative)	Year to Date August 31,	
	Current Month	Year to Date	Budget		2022	2021
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 749,888	\$ 4,805,590	\$ 4,372,000	\$ 433,590	\$ 4,424,098	\$ 4,447,766
Commercial	1,027,446	7,142,972	6,744,000	398,972	6,727,752	6,521,814
Medium/Large Commercial	266,014	1,798,089	2,112,000	(313,911)	2,143,376	2,207,275
Industrial	254,676	1,327,640	4,556,000	(3,228,360)	364,239	-
City of Brainerd	31,159	243,459	236,000	7,459	232,790	240,065
BPU	64,010	554,295	512,000	42,295	519,958	522,544
Total Utility Revenue	2,393,193	15,872,045	18,532,000	(2,659,955)	14,412,213	13,939,464
<u>Other Operating Revenue</u>						
Penalties	11,869	89,437	60,000	29,437	70,009	29,960
Other	26,797	207,486	64,000	143,486	189,873	66,290
Total Other Operating Revenue	38,666	296,923	124,000	172,923	259,882	96,250
Total Operating Revenue	2,431,859	16,168,968	18,656,000	(2,487,032)	14,672,095	14,035,714
OPERATING EXPENSES						
<u>Purchased Power</u>						
All Other Customers	1,081,625	7,187,683	7,070,400	(117,283)	8,234,100	8,237,925
Solar Generation	78,757	583,963	360,000	(223,963)	-	-
Crypto Mining Customers	233,688	1,205,390	4,338,400	3,133,010	345,259	-
Total Purchased Power Expense	1,394,070	8,977,036	11,768,800	2,791,764	8,579,359	8,237,925
<u>Generation</u>						
Salaries and Wages	30,988	349,440	335,200	(14,240)	339,208	327,959
Operations and Maintenance	1,299	34,237	16,000	(18,237)	14,051	18,349
Employee Benefits	7,999	98,383	105,200	6,817	102,581	94,267
Other Charges	-	220	25,600	25,380	23,420	20,838
Depreciation	27,200	217,600	214,400	(3,200)	214,400	213,600
Total Generation Expenses	67,486	699,880	696,400	(3,480)	693,660	675,013
<u>Distribution</u>						
Salaries and Wages	107,475	940,091	1,049,600	109,509	919,978	907,916
Operations and Maintenance	48,180	238,374	287,200	48,826	354,715	210,614
Employee Benefits	30,193	256,190	271,600	15,410	260,110	250,382
Other Charges	937	50,126	30,400	(19,726)	23,808	31,346
Depreciation and Amortization	142,500	1,140,000	1,120,800	(19,200)	1,144,000	1,164,000
Total Distribution Expenses	329,285	2,624,781	2,759,600	134,819	2,702,611	2,564,258
<u>General and Administrative</u>						
Salaries and Wages	60,573	545,994	578,000	32,006	524,434	545,062
Operations and Maintenance	34,790	372,449	279,200	(93,249)	343,433	186,275
Insurance and Bonds	35,810	157,819	120,800	(37,019)	124,292	110,902
Employee Benefits	28,810	345,313	260,800	(84,513)	210,134	191,632
Other Charges	34,061	276,077	229,200	(46,877)	234,560	202,780
Depreciation and Amortization	13,312	112,517	95,200	(17,317)	115,200	114,800
Total Gen. and Admin. Expenses	207,356	1,810,169	1,563,200	(246,969)	1,552,053	1,351,451
Total Operating Expenses	1,998,197	14,111,866	16,788,000	2,676,134	13,527,683	12,828,647
NET OPERATING INCOME	433,662	2,057,102	1,868,000	189,102	1,144,412	1,207,067
NONOPERATING REVENUE						
Interest Revenue - Investments	7,338	(2,496)	16,000	(18,496)	(188,565)	2,755
Interest Expense - Bonds	(15,600)	(127,074)	(121,600)	(5,474)	(144,546)	(159,459)
Sale of Renewable Energy Credits	-	-	-	-	-	-
Bond Premium	1,161	9,584	9,200	384	40,385	11,760
Gain on Disposal of Capital Assets	-	-	4,000	(4,000)	22,508	20,758
Total Nonoperating Revenue	(7,101)	(119,986)	(92,400)	(27,586)	(270,218)	(124,186)
INCOME BEFORE TRANSFERS TO THE CITY	426,561	1,937,116	1,775,600	161,516	874,194	1,082,881
TRANSFERS TO THE CITY	(88,742)	(526,215)	(556,000)	29,785	(510,061)	(517,144)
CHANGE IN NET POSITION	\$ 337,819	\$ 1,410,901	\$ 1,219,600	\$ 191,301	\$ 364,133	\$ 565,737

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - ELECTRIC DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021**

	KWH SOLD			REVENUE			AVERAGE REVENUE PER KWH		
	PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	35,650,265	37,668,791	37,988,343	\$ 4,805,590	\$ 4,424,098	\$ 4,447,766	\$ 0.1348	\$ 0.1174	\$ 0.1171
Commercial	33,467,816	34,240,227	35,011,651	7,940,726	7,480,500	7,284,423	0.2373	0.2185	0.2081
Medium/Large Commercial	46,639,172	49,580,636	48,346,214	1,798,089	2,143,376	2,207,275	0.0386	0.0432	0.0457
Industrial	29,265,114	4,056,000	-	1,327,640	364,239	-	0.0454	-	-
Total	<u>145,022,367</u>	<u>125,545,654</u>	<u>121,346,208</u>	<u>15,872,045</u>	<u>14,412,213</u>	<u>13,939,464</u>	<u>\$ 0.1094</u>	<u>\$ 0.1148</u>	<u>\$ 0.1149</u>
% Change From Previous Year	<u>15.51%</u>	<u>3.46%</u>	<u>NA</u>	<u>10.13%</u>	<u>3.39%</u>	<u>NA</u>	<u>-4.66%</u>	<u>-0.07%</u>	<u>NA</u>

	% TO TOTAL - KWH			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	24.58%	30.00%	31.31%	30.28%	30.70%	31.91%	6,927	7,016	6,858
Commercial	23.08%	27.27%	28.85%	50.03%	51.90%	52.26%	1,319	1,310	1,310
Medium/Large Commercial	32.16%	39.49%	39.84%	11.33%	14.87%	15.83%	69	66	62
Industrial	20.18%	3.23%	0.00%	8.36%	2.53%	0.00%	1	1	-
Total	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>8,316</u>	<u>8,393</u>	<u>8,230</u>
% Change From Previous Year							<u>-0.92%</u>	<u>1.98%</u>	<u>NA</u>

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WATER DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021

	August 31, 2023			Variance	Year to Date	
	Current	Year to	Budget	With Budget -	August 31,	
	Month	Date		Positive	2022	2021
				(Negative)		
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 205,898	\$ 1,156,830	\$ 1,080,000	\$ 76,830	\$ 1,037,222	\$ 998,089
Commercial	157,636	940,998	964,000	(23,002)	1,104,893	1,536,198
City of Brainerd	19,439	100,076	85,600	14,476	90,193	81,253
BPU	16,630	74,075	62,000	12,075	63,039	58,633
Total Utility Revenue	399,603	2,271,979	2,191,600	80,379	2,295,347	2,674,173
<u>Other Operating Revenue</u>						
Penalties	2,425	16,453	12,000	4,453	12,905	6,729
Other	4,645	17,997	15,200	2,797	18,405	20,137
Total Other Operating Revenue	7,070	34,450	27,200	7,250	31,310	26,866
Total Operating Revenue	406,673	2,306,429	2,218,800	87,629	2,326,657	2,701,039
OPERATING EXPENSES						
<u>Production</u>						
Salaries and Wages	44,960	309,769	244,000	(65,769)	200,762	186,337
Operations and Maintenance	48,497	188,366	179,200	(9,166)	187,479	199,882
Employee Benefits	13,748	110,088	98,800	(11,288)	88,510	79,593
Other Charges	-	569	400	(169)	-	910
Depreciation	22,200	177,600	171,200	(6,400)	180,800	192,400
Total Production Expenses	129,405	786,392	693,600	(92,792)	657,551	659,122
<u>Distribution</u>						
Salaries and Wages	57,874	399,300	317,600	(81,700)	296,435	263,851
Operations and Maintenance	67,492	273,114	211,600	(61,514)	175,315	159,623
Employee Benefits	13,537	108,261	107,600	(661)	96,384	79,232
Other Charges	678	18,762	13,600	(5,162)	11,753	2,928
Depreciation	67,900	543,200	543,200	-	552,000	536,000
Total Distribution Expenses	207,481	1,342,637	1,193,600	(149,037)	1,131,887	1,041,634
<u>General and Administrative</u>						
Salaries and Wages	19,056	190,965	204,000	13,035	189,602	192,642
Operations and Maintenance	10,411	121,355	101,600	(19,755)	130,307	64,257
Insurance and Bonds	5,417	45,737	36,000	(9,737)	34,160	33,586
Employee Benefits	3,640	115,501	89,200	(26,301)	70,296	67,172
Other Charges	7,959	63,731	57,200	(6,531)	62,735	57,345
Depreciation	3,970	31,760	31,200	(560)	41,600	41,200
Total Gen. and Admin. Expenses	50,453	569,049	519,200	(49,849)	528,700	456,202
Total Operating Expenses	387,339	2,698,078	2,406,400	(291,678)	2,318,138	2,156,958
NET OPERATING INCOME (LOSS)	19,334	(391,649)	(187,600)	(204,049)	8,519	544,081
NONOPERATING REVENUE						
Interest Revenue - Investments	3,002	17,250	3,200	14,050	(17,460)	3,595
Local Option Sales Tax - Baxter	155,925	348,693	212,000	136,693	323,758	308,891
Bond Premium	12,336	98,489	96,800	1,689	200,393	43,776
Bond Issuance Costs	-	-	-	-	-	-
Interest Expense - Bonds	(18,810)	(205,346)	(207,200)	1,854	(240,199)	(149,551)
Gain on Disposal of Capital Assets	-	-	-	-	-	1,051
Total Nonoperating Revenue	152,453	259,086	104,800	154,286	266,492	207,762
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	171,787	(132,563)	(82,800)	(49,763)	275,011	751,843
CAPITAL CONTRIBUTIONS	-	-	-	-	-	976,000
CHANGE IN NET POSITION	<u>\$ 171,787</u>	<u>\$ (132,563)</u>	<u>\$ (82,800)</u>	<u>\$ (49,763)</u>	<u>\$ 275,011</u>	<u>\$ 1,727,843</u>

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WATER DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021**

	GALLONS SOLD			REVENUE			AVERAGE PER 1,000 GALLONS		
	PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	121,703,616	110,723,729	132,982,315	\$ 1,156,830	\$ 1,037,222	\$ 998,089	\$ 9.51	\$ 9.37	\$ 7.51
Commercial	134,341,913	157,421,766	170,931,374	1,107,623	995,979	1,031,834	8.24	6.33	6.04
City of Baxter	1,545,000	98,496,000	228,075,000	7,526	262,146	644,520	4.87	2.66	-
Total	<u>257,590,529</u>	<u>366,641,495</u>	<u>531,988,689</u>	<u>\$ 2,271,979</u>	<u>\$ 2,295,347</u>	<u>\$ 2,674,443</u>	<u>\$ 8.82</u>	<u>\$ 6.26</u>	<u>\$ 5.03</u>
% Change From Previous Year	<u>-29.74%</u>	<u>-31.08%</u>	<u>NA</u>	<u>-1.02%</u>	<u>-14.17%</u>	<u>NA</u>	<u>40.89%</u>	<u>24.53%</u>	<u>NA</u>

	% TO TOTAL - GALLONS			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,			PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	47.25%	30.20%	25.00%	50.92%	45.19%	37.32%	4,067	4,094	4,061
Commercial	52.15%	42.94%	32.13%	48.75%	43.39%	38.58%	986	974	928
City of Baxter	0.60%	26.86%	42.87%	0.33%	11.42%	24.10%	1	1	1
Total	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>5,054</u>	<u>5,069</u>	<u>4,990</u>
% Change From Previous Year							<u>-0.30%</u>	<u>1.58%</u>	<u>NA</u>

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WASTEWATER TREATMENT DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021

	August 31, 2023			Variance	Year to Date	
	Current	Year to	Budget	With Budget -	August 31,	
	Month	Date		Positive		
				(Negative)	2022	2021
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 117,072	\$ 948,122	\$ 940,800	\$ 7,322	\$ 920,541	\$ 938,310
Commercial	77,595	536,839	521,200	15,639	482,043	517,900
Total Utility Revenue	194,667	1,484,961	1,462,000	22,961	1,402,584	1,456,210
<u>Other Operating Revenue</u>						
Penalties	2,476	20,416	16,800	3,616	17,351	7,906
Reimbursement of Expenses - Baxter	70,653	521,645	474,400	47,245	473,711	420,632
Other	674	1,940	4,000	(2,060)	5,617	5,266
Total Other Operating Revenue	73,803	544,001	495,200	48,801	496,679	433,804
Total Operating Revenue	268,470	2,028,962	1,957,200	71,762	1,899,263	1,890,014
OPERATING EXPENSES						
<u>Treatment</u>						
Salaries and Wages	25,367	284,699	264,000	(20,699)	321,416	294,912
Operations and Maintenance	89,089	689,785	558,800	(130,985)	544,363	504,497
Employee Benefits	10,188	81,705	88,400	6,695	89,396	85,224
Other Charges	2,730	17,627	27,200	9,573	30,472	25,933
Depreciation	117,000	936,000	932,000	(4,000)	999,200	985,600
Total Treatment Expenses	244,374	2,009,816	1,870,400	(139,416)	1,984,847	1,896,166
<u>Lift Stations</u>						
Salaries and Wages	6,384	55,967	120,000	64,033	93,097	88,229
Operations and Maintenance	9,486	129,039	118,000	(11,039)	125,122	111,207
Employee Benefits	2,779	20,461	38,400	17,939	30,343	29,687
Other Charges	287	2,454	-	(2,454)	1,285	31
Depreciation	22,200	177,600	181,600	4,000	181,600	159,600
Total Collection Expenses	41,136	385,521	458,000	72,479	431,447	388,754
<u>General and Administrative</u>						
Salaries and Wages	18,310	182,795	194,400	11,605	181,613	184,317
Operations and Maintenance	9,433	99,390	88,800	(10,590)	104,094	39,315
Insurance and Bonds	6,175	51,187	51,200	13	41,818	36,247
Employee Benefits	3,109	109,543	83,600	(25,943)	66,239	60,849
Other Charges	9,194	73,992	59,600	(14,392)	61,606	65,692
Depreciation and Amortization	2,870	22,958	23,200	242	29,600	28,800
Total Gen. and Admin. Expenses	49,091	539,865	500,800	(39,065)	484,970	415,220
Total Operating Expenses	334,601	2,935,202	2,829,200	(106,002)	2,901,264	2,700,140
NET OPERATING LOSS	(66,131)	(906,240)	(872,000)	(34,240)	(1,002,001)	(810,126)
NONOPERATING REVENUE						
Interest Revenue - Investments	17,130	98,213	18,667	79,546	(307,380)	(31,201)
Interest Revenue - Notes Receivable	8,535	71,470	72,000	(530)	81,905	93,913
Interest Expense - Bonds	(27,505)	(229,650)	(218,400)	(11,250)	(264,182)	(301,842)
Bond Premium	712	5,920	6,000	(80)	26,936	6,440
Local Option Sales Tax - Brainerd	187,969	926,089	896,000	30,089	911,966	862,752
Local Option Sales Tax - Baxter	-	92,528	51,200	41,328	77,742	74,158
Federal Grant Revenue - Build America Bond	5,534	47,568	47,200	368	54,858	61,009
Gain (Loss) on Disposal of Capital Assets	-	-	-	-	-	128
Total Nonoperating Revenue	192,375	1,012,138	872,667	139,471	581,845	765,357
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	126,244	105,898	667	105,231	(420,156)	(44,769)
CAPITAL CONTRIBUTIONS	-	-	-	-	-	-
CHANGE IN NET POSITION	\$ 126,244	\$ 105,898	\$ 667	\$ 105,231	\$ (420,156)	\$ (44,769)

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WASTEWATER TREATMENT DEPARTMENT
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 2023, 2022, AND 2021**

	GALLONS PROCESSED PERIOD ENDED AUGUST 31,			REVENUE PERIOD ENDED AUGUST 31,			AVERAGE PER 1,000 GALLONS PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	120,746,622	109,861,009	131,734,386	\$ 948,122	\$ 920,541	\$ 938,310	\$ 7.85	\$ 8.38	\$ 7.12
Commercial	106,166,763	108,479,313	115,459,583	536,839	482,043	517,900	5.06	4.44	4.49
City of Baxter	160,484,000	155,742,000	147,854,000	521,645	473,711	420,632	3.25	3.04	2.84
Total	<u>387,397,385</u>	<u>374,082,322</u>	<u>395,047,969</u>	<u>\$ 2,006,606</u>	<u>\$ 1,876,295</u>	<u>\$ 1,876,842</u>	<u>\$ 5.18</u>	<u>\$ 5.02</u>	<u>\$ 4.75</u>
% Change From Previous Year	<u>3.56%</u>	<u>-5.31%</u>	<u>NA</u>	<u>6.95%</u>	<u>-0.03%</u>	<u>NA</u>	<u>3.27%</u>	<u>5.57%</u>	<u>NA</u>
	% TO TOTAL - GALLONS PERIOD ENDED AUGUST 31,			% TO TOTAL - REVENUE PERIOD ENDED AUGUST 31,			TOTAL METERS IN SERVICE PERIOD ENDED AUGUST 31,		
	2023	2022	2021	2023	2022	2021	2023	2022	2021
Residential	31.17%	29.37%	33.35%	47.25%	49.06%	49.99%	4,038	4,074	4,034
Commercial	27.41%	29.00%	29.23%	26.75%	25.69%	27.59%	842	838	791
City of Baxter	41.43%	41.63%	37.43%	26.00%	25.25%	22.41%	1	1	1
Total	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>4,881</u>	<u>4,913</u>	<u>4,826</u>
% Change From Previous Year							<u>-0.65%</u>	<u>1.80%</u>	<u>NA</u>

HR Director's Report to BPU Commission

September 20, 2023

Personnel:

Two BPU Department employees were off from work this past month for non-work-related medical issues.

Finance Manager Daniel Loch has successfully completed his pre-employment hiring process and will officially start on October 30th. Please note the delayed start helps accommodate a pre-planned vacation for Mr. Loch in mid-October.

Staff worked with Flaherty & Hood Staff to create the 2023 wage grid for the Electric Distribution Supervisor position. Included on the Commission's agenda is a request that the Commission officially recommend approval of the wage grid and authorize Staff to complete the promotional process to fill the position. Please note that a separate memo will be provided to the Commission regarding this agenda item. The Flaherty & Hood team will also be recommending 2023 wage grids for the new Facilities Custodian, Journeyman Electrician and Business Office Support Specialist positions. The wages for these new positions will be discussed during closed labor negotiations with the City Council. Staff will then present the proposed wages to the IBEW Union during negotiations. Our first negotiation session with the IBEW Public Utility Union is scheduled for October 27th.

2023 Classification and Compensation Study:

Flaherty & Hood presented their public report during the 9/11/23 Council Work Session. Flaherty & Hood is continuing to work with Staff to provide current and complete implementation recommendations. Special thanks to Commissioners Matten and Wussow for attending both the Work Session and Closed Labor Negotiation Strategy Session on 9/11.

In the coming months, Staff will begin updating job descriptions for all of our classifications utilizing the new Flaherty & Hood job description template.

Wellness Committee:

The Wellness Committee organized the 2023 Employee Appreciation Event on September 6th at Lum Park. It was a great event and the food was excellent! Attached is a list of the 2023 award recipients.

On September 19th and 20th, we partnered with the City of Baxter and The Better Health Collective to conduct our annual Flu Shot Clinic. 28 individuals received their flu shot at this year's clinic.

2024 Health Insurance Renewal:

On August 17, 2023, we received our 2024 health insurance renewal from The Better Health Collective (managed by Sourcewell) with an average 9.43% increase for our four health plans and with an 8% rate cap for our 2025 renewal. During our renewal discussions, it was learned that Brainerd's claims versus premiums paid for the last 12-month lookback period was not favorable for our renewal. In fact, our per member per month premium average was \$682.63 and the per member per month claims were \$1,036.23. According to Adam Olson, our health insurance broker from North Risk Partners, he informed us that without the stability provided by being a member of The Better Health Collective Pool, we should have received closer to a 30% increase based on our utilization if we were rated on our own; further, that the trend for HealthPartners direct insured groups is a 9.5% - 10% increase.

2024 Open Enrollment

Our open enrollment meeting to elect benefits for 2024 will be held on October 30th. Staff will also be distributing 2024 health insurance election forms to the BPU Commission members around that same timeframe.

2023 EMPLOYEE YEARS OF SERVICE AWARDS

BRainerd PUBLIC UTILITIES



EMPLOYEE	POSITION	YEARS OF SERVICE
Jana Pernula	Accounting Supervisor	30
Kelly Dean	Billing Representative	25
Lori McLain	Credit/Collections	25
Kelly Eades	Administrative Assistant	20
Jason Engholm	Water Crew Chief	20
Jesse Simenson	Water Plant Operator	15
Bradley Knapp	Wastewater Operator	5
Darrin Smith	Wastewater Operator	5
Charles Gammon	Wastewater Supervisor	3
David Nelson	Water Service Worker	3



CITY



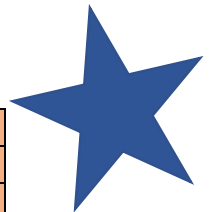
EMPLOYEE	POSITION	YEARS OF SERVICE
Scott Belisle	Parks Maintenance	25
Troy Harris	Parks Maintenance Foreman	25
Anthony Runde	Deputy Police Chief	15
Darin Caughey	Street Maintenance III	10
Paul Rosier	Police Sergeant	10
Grant Larson	Police Officer	5
Elizabeth Gleason	Police Officer	3
Jordan Host	Police Officer	3
Samuel Judd	Police Officer	3
James Kramvik	Community Development Director	3



HRA



EMPLOYEE	POSITION	YEARS OF SERVICE
Tania Eller	Rental Assistance Manager	20
Michael Jones	Maintenance Specialist	15
Nancy Thull	Housekeeper	5
Eric Charpentier	Executive Director	3



Paid On-Call Firefighter



EMPLOYEE	POSITION	YEARS OF SERVICE
Joshua Smith	Paid on-Call Firefighter	20
Rahn Findlay	Paid on-Call Firefighter	10
Brian Kargel	Paid on-Call Firefighter	10
James Norwood	Paid on-Call Firefighter	10
Kathleen Grimsby	Paid on-Call Firefighter	5
Paul Rosier	Paid on-Call Firefighter	5
Christopher Wallace	Paid on-Call Firefighter	5



Innovation Award - Chad Lardy
Exceptional Service Award - Mandy Selisker
Wellness Champion - Katie Kaufman
Vacation Day Winner - Katie Kaufman

Lifetime Wellness
Be Your Best
BPU-HRA-BRD