



PUBLIC UTILITIES COMMISSION AGENDA

City of Brainerd, Minnesota
BPU Service Center, 8027 Highland Scenic Rd, Commission Room
Tuesday, September 24, 2024 @ 9:00 AM

The public is invited to attend these meetings in person

1. **Call To Order**

2. **Roll Call**

___M. Angland ___T. Erickson ___T. Johnson ___M. O'Day ___D.Matten

3. **Pledge of Allegiance**

4. **Approval Of Agenda - Voice Vote**

5. **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

A. **Approval of Minutes**

B. **Approval of Bills**

C. **Authorize bid advertisement and solicitation for the Reclaim tank**

6. **Public Forum**

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

7. **Commission Committee Reports**

A. **Personnel Committee**

B. **Finance Committee**

C. **Operations / Policy Committee**

8. **Unfinished Business**

(See attached separate memo regarding updates on unfinished business. Note to the public that the unfinished business memo includes items that are ongoing and are considered long-term projects)

A. **Memo**

- B. **Approve Rotating Apparatus Wicket Gate Quote**
- C. **Approve contract with Blockmetrix**
- 9. **New Business**
 - A. **Approve Updated Schedule of Fees for September Rate increases**
 - B. **Schedule Strategic Planning workshop**
- 10. **Staff Reports**
(Verbal: Any Updates since Packet)
 - A. **City Administrator Report**
 - B. **Council Liaison Report**
 - C. **HR Director Report**
 - D. **Public Utilities Director Report**
 - E. **Finance Manager Report**
 - F. **Operations Manager Report**
 - G. **Water/Wastewater Manager Report**
- 11. **Commission Member Reports**
- 12. **Adjourn**

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 27, 2024.

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

Commission Roll Call

Mike Angland – Present

Tad Johnson – Present

Dolly Matten – Absent

Mark O'Day – Present

Tad Erickson - Present

Utility Staff Present

Public Utilities Director

Interim Public Utilities Director

Finance Manager

Operations Manager

Water/Wastewater Manager

Business Office Supervisor

Recording Secretary

Christopher Evans

Patrick Wussow

Danny Loch

Trent Hawkinson

Charlie Gammon

Jana Pernula

Mandy Selisker

Others in Attendance

City Administrator

HR Director

Community Development Director

City Liaison

Bolton & Menk

Nick Broyles

Kris Schubert

James Kramvik

Jeff Czczok

Morgan Salo, PE

Commissioner Angland opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Motion by Commissioner O'Day and seconded by Commissioner Erickson to approve the agenda. There was a unanimous vote in favor of the motion. Motion carried.

Approval of Consent Items

Motion by Commissioner Johnson and seconded by Commissioner O'Day to approve the minutes from the July 30th, 2024, regular monthly meeting, current month's bills, surplus auction items, out of state travel for MHUG Conference and Pay Application #7 received from Minger Construction for \$13,116.79. There was a unanimous roll call vote in favor of the motion. Motion carried.

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Public Forum

None

Commission Committee Reports

Personnel

Commissioner O'Day welcomed and introduced the new Public Utilities Director, Christopher Evans.

Finance

None

Operations Policy Committee

None

Unfinished Business - See board packet for staff memo.

Current Unfilled Employment Positions at BPU

Finance Manager Loch reported two Journeyman Lineman positions have conditional job offers.

Development of Plan to be Carbon Free by 2040

Commissioner Johnson noted that he has heard increased discussion in the media regarding this and inquired who would be a good lobbyist for this topic. Interim Public Utilities Director Wussow and Operations Manager Hawkinson discussed MMUA being the leader on this. Additional discussion included ongoing changes in legislation and political environments where questions remain unanswered until final decisions are made at the state level. Presently to meet the carbon goals BPU is purchasing the renewable energy credits to meet the requirements.

Approval of EV Charging Grant Recommendation

Interim Public Utilities Director Wussow discussed that the location was approved by the City Council and if BPU proceeds with the project, applying for the grant would also need to be approved by the City Council. Discussion included additional costs and maintenance requirements.

Motion by Commissioner Johnson and seconded by Commissioner O'Day to deny moving forward with the EV Charging Grant Application. There was a unanimous vote in favor of the motion. Motion carried.

New Business

Approval of KLM Water Tower Maintenance Contract

Water/Wastewater Manager Gammon presented. Discussion included:

- 10-year contract with SEH came to an end in 2024 and staff explored new vendors.
- KLM has an open-ended contract.
- Commissioner Johnson inquired on why not choose to continue with SEH. Gammon reported that a long-term inspection/maintenance contract is not typical anymore and SEH chose not to extend the contract after the current one closed.
- KLM has this specialty and potentially more resources.

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- Commissioner Angland inquired on any exclusions in proposal. Language was discussed and not a concern, per Gammon, for the exclusion of the interior of the inlet pipe is excluded from the evaluation (for the remote operated vehicle).
- Commissioner Angland also pointed out Section 13 regarding delays and wanted staff to be aware of the clause.

Motion by Commissioner O'Day and seconded by Commissioner Erickson to approve the KLM Water Tower Maintenance Agreement. There was a unanimous vote in favor of the motion. Motion carried.

Consider Reclassification of Jason Gage from Laborer to Wastewater Operator

HR Director Schubert presented. Discussion included:

- Jason Gage was hired in June of 2023 as a Laborer at the Wastewater facility. Since being hired, he has completed training and received his Boiler's License, Type IV (Biosolids) license and most recently passed his Class D Wastewater Operator Test and will be receiving his license. The Commission could recommend approval to City Council since it is both operations and personnel.
- City Liaison Czczok inquired if staff intends to back fill Laborer position. Gammon noted, not at this time.

Motion by Commissioner Johnson and seconded by Commissioner O'Day to recommend to City Council to approve the reclassification of Jason Gage to a Wastewater Operator at Step 2 of the Wastewater Operator was grid (\$31.37 per hour). There was a unanimous vote in favor of the motion. Motion carried.

Staff Reports

City Administrator Report

City Administrator Broyles reported on the following:

- Welcome to the Public Utilities Director, Christopher Evans.
- Expressed thanks to Interim Public Utilities Director Wussow for his service and leadership.
- Preliminary Levy
 - The City Council meeting took place August 26, 2024, to discuss.
 - Preliminary levy is projected to be an 8.64% increase over last year.
 - Departments that have outstanding budget requests to be considered are the EDA, Library and Airport. If all these requests were allocated in their entirety, it would reflect a 10.22% increase. More discussions will take place.
- Airport
 - Meeting with County Administrator Erickson tomorrow regarding operations and levy.
- Performance Reviews
 - The work group continues to meet to discuss the review process with the goal to make it meaningful without being burdensome. An update will be given at the City Council meeting on September 3rd.
- Reorganization of Public Works positions
 - The Council approved a reclassification of the City Engineer. The overall impact of full-time employee positions is a net zero. The current Public Works Director/City Engineer,

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Jesse Dehn, will be moving into the City Engineer position and advertising will begin for the Public Works Director position.

- Design Standards – Ongoing Considerations
 - Looking at potential mixed use on Washington Street.
 - Currently uniquely Commercial. Overall, Community Development Director Kramvik reported the new zoning codes are going well.
- Written report
 - Goal to submit reports in written format in the future.

City Liaison Report

Czeczok reported on the following:

- 805 Laurel Street project: The workforce housing is going to be determined late next month.
- Renewable Energy: An article in the Dispatch noted thousands of prevailing wage jobs to be potentially created. Czeczok noted that ongoing maintenance and operations after construction would need considerably less jobs.
- Expressed thanks to Patrick Wussow.
- Welcomed Public Utilities Director Evans.

HR Director's Report – *see board packet for report.*

HR Director Schubert reported on the following:

- Union Negotiations: An additional mediation session occurred on August 16, 2024, which ended with both the union and the employer agreeing to pursue interest arbitration. The City Council reaffirmed on August 19, 2024. The city's attorney and the union's attorney are working to certify outstanding issues. It could be December before the process is complete.
- Health Insurance: Received preliminary renewal shows an 8% increase in premiums, which was the rate cap was for 2025. The Insurance committee is scheduled to meet on September 3rd.

Public Utilities Director's Report – *see board packet for report.*

Interim Public Utilities Director Wussow reported on the crypto mining customers and updates to the contract discussions that have been occurring and the joint meeting that occurred.

Managers Reports

Finance Manager's Report – *see board packet for report.*

Commissioner O'Day inquired on the status of previous months financials bring received at the meeting.

- Finance Manager Loch noted the goal is next month.

Commissioner Johnson inquired on the Hydro benefit statistics.

- Would like to see the revenue generated from the sales of the generation in addition to the benefit of the avoided power cost.

Operations Manager Report – *see board packet for report.*

Operations Manager reported on the following:

- Welcome to Christopher Evans
- Storms avoided last night

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- Commissioner Johnson inquired on mutual aid needed. Hawkinson reported receiving one call, but that BPU is unable to answer requests for mutual aid at this time due to staffing numbers.

Water/Wastewater Report – see board packet for report.

Commissioner Johnson requested that the benchmarks and goals for each reported stat be noted to better help understand where BPU is at within each requirement.

Commissioner Angland encouraged an email update to the Wastewater Management Board or a future meeting with a project update with budget time near.

Commission Members – Reports

Commissioner Matten submitted a written report- *see board packet for report.*

Commissioner Angland reported on the following:

- Meeting this week for the grant received from the Department of Energy.
 - Public outreach to come in October.

Commissioner Johnson reported on the request from City Council to budget 10% of the City administrators Salary and discussion occurred relating to how this can affect the internal relations within the city departments. A request to discuss this on a finance committee agenda was directed to staff.

Next Board meeting is scheduled for September 24, 2024.

Adjournment

Motion by Commissioner Erickson and seconded by Commissioner Johnson to adjourn to closed session pursuant to section 13D.05 subd. 3 c1 to discuss parcel 40160519 and 41361081 price. Motion carried at 10:09 AM.

Dolly Matten, Commission President

Danny Loch, Finance Manager/Secretary



Brainerd Public Utilities, MN

Check Report

By Check Number

Date Range: 08/23/2024 - 09/19/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP2-BREMER BANK						
00140	AEP ENERGY PARTNERS, INC.	09/19/2024	EFT	0.00	1,459,276.69	206
175-21515491	Invoice	09/18/2024	Invoice Period: 08/01/24 - 08/31/24	0.00	1,459,276.69	
10095	AEP ONSITE PARTNERS, LLC	09/19/2024	EFT	0.00	99,332.09	207
419-21515606	Invoice	09/18/2024	Invoice Period: 08/01/24 - 08/31/24	0.00	99,332.09	
02002	CITY OF BAXTER	09/05/2024	Regular	0.00	1,091.39	82542
007335-000-08/1...	Invoice	09/05/2024	STORMWATER - ACCT# 007335-000	0.00	1,091.39	
02025	CITY OF BRAINERD	09/05/2024	Regular	0.00	24,154.57	82543
24-0004818	Invoice	09/05/2024	Public Util. Director Interview - Expenses	0.00	121.32	
24-0004869	Invoice	09/05/2024	RATWIK, ROSZAK, & MALONEY INV. 06/20...	0.00	1,836.00	
24-0004870	Invoice	09/05/2024	US BANK INV 7406563 - MN GO Bonds 20...	0.00	310.00	
24-0004890	Invoice	09/05/2024	Flaherty & Hood Invoice 21705 - Negotiati...	0.00	887.50	
24-0004894	Invoice	09/05/2024	HR SERVICE FEE - Q3 2024	0.00	20,999.75	
10301	Danny Loch	09/05/2024	Regular	0.00	652.87	82544
08/18/24 TRAVEL	Invoice	09/05/2024	Travel Reimbursement: MMUA Conf 08/1...	0.00	652.87	
09218	DARYL J THESING	09/05/2024	Regular	0.00	69.98	82545
08/12/24-Safety ...	Invoice	09/05/2024	Reimburse Safety Boots @ 50%	0.00	69.98	
07642	PITNEY BOWES BANK INC. PURCHASE POWER	09/05/2024	Regular	0.00	75.00	82546
08/16/2024 Stat...	Invoice	09/05/2024	8000-9090-1100-6348-QUARTERLY SUBSC...	0.00	75.00	
05791	TYLER MALLOY	09/05/2024	Regular	0.00	104.98	82547
08/15/24-Safety ...	Invoice	09/05/2024	Reimburse Safety Boots @ 50%	0.00	104.98	
09948	WIDSETH SMITH NOLTING & ASSOC., INC	09/05/2024	Regular	0.00	490.00	82548
232909	Invoice	09/05/2024	Main Lift: Design Report, Facility & Enviro...	0.00	490.00	
00335	AMERICAN WATER WORKS ASSOCIATION	09/06/2024	Regular	0.00	340.00	82549
200008524	Invoice	09/06/2024	MN AWWA - Annual Conf - D. Loch	0.00	340.00	
09965	BRENT YAUNICK	09/06/2024	Regular	0.00	120.00	82550
08/27/24-Safety ...	Invoice	09/06/2024	Reimburse Safety Boots @ 50%	0.00	120.00	
01805	CENTERPOINT ENERGY	09/06/2024	Regular	0.00	500.04	82551
1CNP2024183733...	Invoice	09/06/2024	Damages @ 602 Paul Street on 05/28/2024	0.00	500.04	
03321	FIRST IMPRESSION PRINTING	09/06/2024	Regular	0.00	62.50	82552
91798	Invoice	09/06/2024	PRINTING/PUBLISHING FORMS: C. Evans B...	0.00	62.50	
06085	Minger Construction Companies, Inc	09/06/2024	Regular	0.00	13,116.79	82553
08/16/24 - PYMT...	Invoice	09/06/2024	Forcemain River Crossing: Payment App #7	0.00	13,116.79	
06141	MINNESOTA DEPT OF HEALTH	09/06/2024	Regular	0.00	-12,389.00	82554
06141	MINNESOTA DEPT OF HEALTH	09/06/2024	Regular	0.00	-12,389.00	82554
1180002 - Q3 20...	Invoice	09/06/2024	System:118002 - Wtr Supply Connection F...	0.00	12,325.00	
A. Moody- Class C...	Invoice	09/06/2024	Exam Fee: Andrew Moody - Class C Water...	0.00	32.00	
J.Gage-Class D W...	Invoice	09/06/2024	Exam Fee: Jason Gage - Class D Water Op...	0.00	32.00	
06220	MINNESOTA RURAL WATER ASSOCIATION	09/06/2024	Regular	0.00	400.00	82555
08/22/24-MEMB...	Invoice	09/06/2024	Associate Membership: 10/2024 - 09/2025	0.00	400.00	
06141	MINNESOTA DEPT OF HEALTH	09/06/2024	Regular	0.00	64.00	82556
A.Moody-Class C...	Invoice	09/06/2024	Class C WTR Operator Exam: Andrew Mo...	0.00	32.00	

Check Report

Date Range: 08/23/2024 - 09/19/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
J.Gage - Class D ...	Invoice	09/06/2024	Class D WTR Operator Exam: Jason Gage	0.00	32.00	
06141	MINNESOTA DEPT OF HEALTH	09/06/2024	Regular	0.00	12,325.00	82557
1180002-Q3 2024	Invoice	09/06/2024	System:118002 - Wtr Supply Connection F...	0.00	12,325.00	
01805	CENTERPOINT ENERGY	09/16/2024	Regular	0.00	159.95	82567
8000014432-1-08...	Invoice	09/16/2024	MONTHLY GAS BILL - WTR PROD/WTR DIS...	0.00	159.95	
01837	CENTURYLINK	09/16/2024	Regular	0.00	474.07	82568
333931378-09/0...	Invoice	09/16/2024	MONTHLY PHONE BILL: 09/2024	0.00	474.07	
02025	CITY OF BRAINERD	09/16/2024	Regular	0.00	198,122.76	82569
08/2024-MILL RA...	Invoice	09/16/2024	MONTHLY TRANSFER: 08/2024	0.00	76,462.37	
08/31/24-SAN/S...	Invoice	09/16/2024	SANITARY & STORM SWR BILLING/COLLEC...	0.00	121,631.13	
24-0004936	Invoice	09/16/2024	St. Louis MRO Invoice 2023512: 2023 Clea...	0.00	29.26	
10146	DOLLY MATTEN	09/16/2024	Regular	0.00	510.00	82570
07/26/24 - REIM...	Invoice	09/16/2024	Reimburse Registration Fee: MMUA Sum...	0.00	510.00	
03542	Forum Communications	09/16/2024	Regular	0.00	604.50	82571
MP3168200824	Invoice	09/16/2024	Public Utilities Director Ad	0.00	604.50	
03695	GOPHER STATE ONE-CALL	09/16/2024	Regular	0.00	178.20	82572
4080111	Invoice	09/16/2024	GSOC TICKETS: 08/2024	0.00	178.20	
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET	09/16/2024	Regular	0.00	1,465.87	82574
90399514	Invoice	09/16/2024	MONTHLY ENDPOINT FEE: 09/2024	0.00	1,465.87	
06125	MINNESOTA DEPT OF COMMERCE	09/16/2024	Regular	0.00	4,410.97	82575
1000052019	Invoice	09/16/2024	INDIRECT ASSESSMENT: #217 - Q2 FISCAL ...	0.00	4,410.97	
06556	MPOWER TECHNOLOGIES, INC.	09/16/2024	Regular	0.00	1,980.00	82576
5867	Invoice	09/16/2024	Twilio Studio / IVR Interface - Modify/Test	0.00	1,980.00	
07335	OFFICE SHOP	09/16/2024	Regular	0.00	498.21	82578
1144677-0	Invoice	09/16/2024	OFFICE SUPPLIES	0.00	52.43	
1144733-0	Invoice	09/16/2024	OFFICE SUPPLIES: Copier Paper - Bulk	0.00	269.15	
1145084-0	Invoice	09/16/2024	OFFICE SUPPLIES: Evans - name plate	0.00	46.33	
1145522-0	Invoice	09/16/2024	OFFICE SUPPLIES	0.00	130.30	
07339	ONLINE INFORMATION SERVICES, INC.	09/16/2024	Regular	0.00	272.32	82579
1275623	Invoice	09/16/2024	ONLINE UTILITY EXCHANGE REPORT: 08/2...	0.00	272.32	
09948	WIDSETH SMITH NOLTING & ASSOC., INC	09/16/2024	Regular	0.00	3,121.86	82580
232908	Invoice	09/16/2024	Directional Drilling / River Crossing	0.00	3,121.86	
10188	ALPENGLOW TECHNOLOGIES, LLC	09/18/2024	Regular	0.00	400.00	82581
10841	Invoice	09/18/2024	Monthly IT Billing: 09/2024	0.00	400.00	
00335	AMERICAN WATER WORKS ASSOCIATION	09/18/2024	Regular	0.00	680.00	82582
200008605	Invoice	09/18/2024	2024 AWWA Conference: Christopher Ev...	0.00	340.00	
200008613	Invoice	09/18/2024	2024 AWWA Conference: Trent Hawkinson	0.00	340.00	
00405	ANDERSON BROTHERS CONSTRUCTION	09/18/2024	Regular	0.00	2,500.00	82583
35459	Invoice	09/18/2024	Patching on 13th & Wright Street	0.00	2,500.00	
00670	BARR ENGINEERING CO	09/18/2024	Regular	0.00	15,971.08	82584
23181016.06-30	Invoice	09/18/2024	WO # 6 - Support for the Brainerd Hydro P...	0.00	2,188.66	
23181016.08-4	Invoice	09/18/2024	Design - BPU Powerhouse Units 4 & 6 Upg...	0.00	13,782.42	
00820	BOLTON & MENK, INC.	09/18/2024	Regular	0.00	58,299.32	82585
0344528	Invoice	09/18/2024	WHPP Part 2	0.00	1,088.00	
0344541	Invoice	09/18/2024	WTP Filter Backwash Reclaim/Operation ...	0.00	57,211.32	
01890	CHARTER COMMUNICATIONS	09/18/2024	Regular	0.00	1,288.51	82586
175590201090124	Invoice	09/18/2024	TV SERVICE: 09/2024	0.00	39.51	

Check Report

Date Range: 08/23/2024 - 09/19/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
237487601090124	Invoice	09/18/2024	237487601: FIBER INTERNET	0.00	1,249.00	
02002	CITY OF BAXTER	09/18/2024	09/18/2024 Regular	0.00	140.39	82587
PW2024-044	Invoice	09/18/2024	ROW Utility Permit-Cypress Drive & Excels...	0.00	140.39	
02025	CITY OF BRAINERD	09/18/2024	09/18/2024 Regular	0.00	14,699.09	82588
24-0004959	Invoice	09/18/2024	Ratwick Roszak & Maloney-Retainer & Spe...	0.00	11,923.83	
240004960	Invoice	09/18/2024	Government Jobs Inv 43828 - Annual Subs...	0.00	2,775.26	
03118	ESSENTIA HEALTH	09/18/2024	09/18/2024 Regular	0.00	601.00	82589
890000327-09/0...	Invoice	09/18/2024	Occ Testing / DOT Physicals	0.00	601.00	
03321	FIRST IMPRESSION PRINTING	09/18/2024	09/18/2024 Regular	0.00	926.50	82590
91960	Invoice	09/18/2024	PRINTING/PUBLISHING FORMS: Watts N...	0.00	926.50	
03557	FRONTIER ENERGY, INC.	09/18/2024	09/18/2024 Regular	0.00	7,236.00	82591
195373	Invoice	09/18/2024	CIP SERVICES - 08/01/2024 - 08/31/2024	0.00	7,236.00	
03684	GMP Consultants	09/18/2024	09/18/2024 Regular	0.00	5,000.00	82592
24-696	Invoice	09/18/2024	PUD Invoice 3 of 3	0.00	5,000.00	
05530	LEAGUE OF MN CITIES INS. TRUST WC	09/18/2024	09/18/2024 Regular	0.00	28,462.50	82594
10002612-WC-Q4...	Invoice	09/18/2024	ACCT: 10002612-WORK COMP - Q4 2024	0.00	28,462.50	
06190	MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	09/18/2024	09/18/2024 Regular	0.00	1,470.00	82596
64388	Invoice	09/18/2024	Transformer School: J. Simmonds / T. Don...	0.00	1,470.00	
07143	NORTHLAND FIRE PROTECTION	09/18/2024	09/18/2024 Regular	0.00	85.00	82597
59811	Invoice	09/18/2024	Alarm Labor / Verify & Correct Deficiencies	0.00	85.00	
06268	Ryan Churchill	09/18/2024	09/18/2024 Regular	0.00	640.00	82598
565390	Invoice	09/18/2024	WEBSITE SUPPORT / TRAINING: 09/2024	0.00	640.00	
08789	Spencer Fane LP	09/18/2024	09/18/2024 Regular	0.00	79.00	82599
1317339	Invoice	09/18/2024	Large Power Agreements	0.00	79.00	
09728	WASTE PARTNERS	09/18/2024	09/18/2024 Regular	0.00	1,535.19	82600
48X79107	Invoice	09/18/2024	TRASH/RECYCLING SERVICE: ACCT#242053	0.00	1,535.19	
09925	WEX HEALTH, INC	09/18/2024	09/18/2024 Regular	0.00	25.50	82601
0002022793-IN	Invoice	09/18/2024	MONTHLY COBRA BILLING: 08/2024	0.00	25.50	
06171	MN DEPT OF REVENUE	08/30/2024	08/30/2024 Bank Draft	0.00	147,477.00	DFT0001244
07/2024 SALES T...	Invoice	08/30/2024	SALES TAX DRAFT: 07/2024	0.00	147,477.00	
07715	U.S. POSTAL SERVICE	08/30/2024	08/30/2024 Bank Draft	0.00	4.33	DFT0001245
626111213	Invoice	08/30/2024	Add'l Postage Due for Bulk Mail: 08/21/2...	0.00	4.33	
07640	PITNEY BOWES, INC.	08/31/2024	08/31/2024 Bank Draft	0.00	3,500.00	DFT0001259
08/22/24 - POST...	Invoice	08/31/2024	POSTAGE REFILL	0.00	3,500.00	
00472	AT&T MOBILITY	09/18/2024	09/18/2024 Bank Draft	0.00	2,377.97	DFT0001260
287302792515X...	Invoice	09/18/2024	AT & T MONTHLY BILL: 08/2024	0.00	2,377.97	
01655	CANON FINANCIAL SERVICES, INC	09/18/2024	09/18/2024 Bank Draft	0.00	598.10	DFT0001262
35200998	Invoice	09/18/2024	Canon Invoice - Contract Charge	0.00	598.10	
01805	CENTERPOINT ENERGY	09/18/2024	09/18/2024 Bank Draft	0.00	18.37	DFT0001263
11595232-7-08/1...	Invoice	09/18/2024	50 JENNY STREET	0.00	18.37	
01805	CENTERPOINT ENERGY	09/18/2024	09/18/2024 Bank Draft	0.00	18.37	DFT0001264
11582840-2-08/1...	Invoice	09/18/2024	1602 E RIVER RD	0.00	18.37	
02455	CTC	09/18/2024	09/18/2024 Bank Draft	0.00	1,430.56	DFT0001265
21440789	Invoice	09/18/2024	MONTHLY BILL: 09/12/24 - 10/11/24	0.00	1,430.56	
02717	CULLIGAN	09/18/2024	09/18/2024 Bank Draft	0.00	48.00	DFT0001266

Check Report

Date Range: 08/23/2024 - 09/19/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
150-10024107-7-...	Invoice	09/18/2024	150-10024107-7 Hydro	0.00	48.00	
02717	CULLIGAN	09/18/2024	09/18/2024 Bank Draft	0.00	99.72	DFT0001267
150-0105955-2-0...	Invoice	09/18/2024	150-01059575-2 Service Center	0.00	99.72	
07640	PITNEY BOWES, INC.	09/18/2024	09/18/2024 Bank Draft	0.00	3,500.00	DFT0001271
09/13/24 - POST...	Invoice	09/18/2024	POSTAGE REFILL	0.00	3,500.00	
07715	U.S. POSTAL SERVICE	09/18/2024	09/18/2024 Bank Draft	0.00	4.23	DFT0001272
629654404	Invoice	09/18/2024	Add'l Postage Due for Bulk Mail: 09/16/2...	0.00	4.23	
07715	U.S. POSTAL SERVICE	09/18/2024	09/18/2024 Bank Draft	0.00	8.12	DFT0001273
627976246	Invoice	09/18/2024	Add'l Postage Due for Bulk Mail: 09/04/2...	0.00	8.12	

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	64	47	0.00	417,793.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-12,389.00
Bank Drafts	13	13	0.00	159,084.77
EFT's	2	2	0.00	1,558,608.78
	79	63	0.00	2,123,098.46

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	64	47	0.00	417,793.91
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-12,389.00
Bank Drafts	13	13	0.00	159,084.77
EFT's	2	2	0.00	1,558,608.78
	79	63	0.00	2,123,098.46

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	8/2024	150,981.33
9	POOLED CASH CONTROL	9/2024	1,972,117.13
			2,123,098.46



Public Utilities Commission Agenda Request

MEETING DATE: September 24, 2024

TITLE OF ITEM: Authorize bid advertisement and solicitation for the Reclaim tank

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN):

SUBMITTED BY:

PRESENTER:

SUMMARY OF ISSUE: Bolton and Menk, Inc. has requested authorization of advertisement and bidding of the new water reclamation facility improvement project.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend authorizing the advertisement and solicitation for bids of the new water reclamation facility improvement project once approval is received from the State of Minnesota.

FINANCIAL IMPACT:

**Brainerd Public Utilities
BPU Commission Unfinished Business
September 24, 2024**

A. Hydro Generation (1/31/23)

Barr Engineering and staff continue work related to procurement of two generators at the hydro facility. Staff and Barr are awaiting responses on state funding prior to bidding.

B. Current Unfilled Employment Positions at BPU

The below positions were authorized in October 2023 by City Council. The date below is when the positions were recommended by Commission. The City Council and the IBEW #31 Union are still negotiating the salaries for these positions:

- Business Office Support Specialist (5/30/23)
- Facilities Custodian (5/30/23)
- Journeyman Electrician (7/25/23)
- Journeyman Lineman (7/15/24)

C. Schedule of Authority Roles of Commission and Council in Operation of BPU (10/31/23)

Was presented at the joint session between council and commission, and no adjustments were made. A future meeting will be discussed to discuss potential partnership agreement.

D. Development of Plan to be Carbon Free by 2040 (10/31/23)

BPU is subject to the State's Renewable Energy Standard (RES). The RES will require BPU to either generate or procure sufficient electricity generated by an eligible energy technology (solar, wind, hydroelectric, or biomass) to retail customers of BPU that is equivalent to at least 25% of total retail electric sales to retail customers by 2025 and 55% by 2035. In addition to the RES BPU must generate or procure sufficient electricity generated from a carbon-free energy technology (technology that generates electricity without emitting carbon dioxide) that will be 100% by 2040. AEP (American Electric Power) amendments have provided the requirement to date.

E. Rewrite of Brainerd City Code Section 705 – Water System (6/27/23)

The process of rewriting Section 705 has begun.

F. Lead Service Line (LSL) Inventory Assessment (9/26/23)

Work continues mapping of the public water system. Identification of types of materials used in water service lines along with inventory process is required to be completed and submitted to the Minnesota Department of Health before October 16, 2024. Total cost to replace on complete service line could cost as much as \$44,000 per service. Mapping and communications have been continual as staff schedule time to ensure all are entered on the mapping software and schedule any in-home visits or review with customer as needed. Under 200 houses remain.

G. Electric Transmission Service to Brainerd (1/31/23)

Continue to work on scheduling a meeting with Minnesota Power to discuss capacity constraints imposed on BPU by MP on transmission line serving Brainerd. A formal letter is being drafted to request additional capacity.

H. Crypto Mining Activity (7/1/22)

JFK current mining load is approximately 20 MWs. JFK has requested additional capacity.

- I. Corrosion Control Plan to Minnesota Department of Health (10/31/23)
A plan was submitted to the Minnesota Department of Health by November 6, 2023, describing the intended plan for dealing with copper corrosion. The plan approval was received January 26, 2024. BPU also sent a brochure to all water customers describing important information about copper in drinking water as required by MDH. A corrosion control video has been posted to the website for informational purposes of this treatment plan. An update to the brochure that was sent in was sent out with March and April billing of 2023 and additional education material has been sent during July and Augusts billing and has been posted to the website per MDH requirements. Public education continues.
- J. Reclamation and Backwash Project (2/27/2024)
Project is continuing as scheduled. See additional notes in the attached Bolton & Menk Inc update.
- K. Distributed Energy Resources (DER) Website Updates (2/27/24)
During the March commission meeting website updates were presented related to the electric generation options, development continues for those items to go live. Lead Copper Corrosion Rule (LCCR) has been identified by staff as the priority at the present time and this project has been put on hold, LCCR is due to federal regulators by October.
- L. Customer Communications Policy (2/27/24)
The customer communications policy is still being drafted as the process for after-hours communication is currently in the implementation phase. Once the implementation and understanding of functionality of the after-hours calls, a policy will be drafted. Meetings and set up of the call trees and discussions with MPower have been on-going and in process, expect to be up and operational by year-end.
- M. ClimaVision
Follow up on presentation from June meeting is on-going with all parties. Staff continue to work with ClimaVision providing the drawings and resources they need for the installation for the weather radar. A site-visit for ClimaVision's structural engineers is occurring in October for the next steps of this project.

Completed in 2024:

1. Organizational Restructuring (10/31/23) – Job Descriptions
2. Water Treatment Plant (WTP) Asset Inventory Prepared by Bolton & Menk (10/31/23)
3. Brainerd City Code Section 700 – Sewer Code (3/28/23)
4. Wellhead Protection Plan (WHPP) (7/25/23)
5. Directional Drilling Forcemain River Crossing Project (10/31/23)
6. Proposal for Strategic Visioning and momentum Services (10/31/2023) - Tabled
7. Credit Card Transaction Fees (01/30/2024)
8. Joint Committee for Parking and Car Chargers (4/30/24)
9. Water Wastewater 20-year Feasibility Quote (4/30/24)
10. Hydro Automation (1/31/23)

Daniel Loch

Subject: BPU Project Update -September 2024

Danny, Chris, Charlie, and Trent,

See below for a project update. Please review the schedule for the WTP reclaim project and let me know if the schedule is acceptable for bidding and award.

Water Reclamation:

1. Finalized sanitary sewer design (proceeding with Option 3 per other emails). We will set a manhole on the downstream side of the vault on the berm. That will allow us to get the slope needed for the sewer design and also to get the manhole rim 1' below the finished floor of the reclaim tank (MDH and DLI requirements).
2. Per our last meeting, we are designing to have the contractor perform the work on the electric valve installation and new PLC panel installation.
3. Our mechanical engineer is working to submit the plans to Department of Labor and Industries (DLI) for the plumbing review.
4. We reached out to MPCA and submitted them plans of the proposed improvements. They will review now so that when the reclaim tank is complete we will be able to work through and terminate the discharge permit for the seepage basin.
5. The plan is to have one more design review meeting with BPU staff to finalize the plans and specs at the end of September before uploading. The goal is to have all comments addressed and incorporated to the plans and specs by October 10.
6. **Schedule update**
 - **September 11 – 13:** DOLI plumbing submittal for plumbing approval
 - **September 11:** MDH submittal for review and approval by MDH
 - Last week of September 2024: Utility to review plans and specs
 - September 24: Commission authorizes uploading and bidding of plans and specs (will need to be an item on agenda for the Commission meeting)
 - **October 10: Advertise project on Quest. This is the date final plans and specs will need to be complete. Uploading means the plans are the bid set.**
 - November 13: Open bids on Teams at 2 pm
 - November 26: Commission approves bids and recommends award to Council
 - December 2: Council approves and awards project
 - Mid-December: pre-construction meeting
 - January – March 2025: review submittals
 - March 2025: begin sitework and construction

Water Treatment O&M

1. Task complete. Final copies delivered to BPU on 9/09/2024

Wellhead Protection Plan

1. Project is complete. No action items.

Lead Service Line Inventory

1. BMI submitted the GIS data to MDH for the service line inventory. Submittal is complete. MDH will review and approve.
2. BMI sent the LSL public notification letters to BPU via Newforma. Please download the information and save for your records. The notices are required to be sent out to all addresses with a known lead service line, galvanized requiring replacement service line, and anyone with an unknown material.

WWTF Report

1. Plan to meet and walkthrough the WWTF with BPU staff at the end of October. Scoping and report development fall/winter 2025

Please let me know if you have any questions.

Thank you,

Morgan Salo, P.E.

Principal Environmental Engineer

Bolton & Menk, Inc.



Public Utilities Commission

Agenda Request

MEETING DATE: September 24, 2024

TITLE OF ITEM: Approve Rotating Apparatus Wicket Gate Quote

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager, Trent
Hawkinson, Operations Manager

SUMMARY OF ISSUE: During a maintenance inspection of the generator and pit #3 it was recommended the wicket gates be replaced. The wicket gates have outlived their useful life and require updating. Since the time of the inspection, the generator has been offline awaiting wicket gate improvements. The wicket gates control the flow of water through the generator and are critical for generator operation.

Bidding for the Wicket gates was approved during the July 30, Commission meeting. The bids were open for 5 weeks and closed on September 6th at 2:00pm. Only one bid was received from Rotating Apparatus Co. The total bid is \$150,832 for the wicket gates and installation.

There is \$200,000 of hydro roof and turbine decking replacement presently in the 2024 budget. This will not occur this year and therefore, staff suggest a reclassification in the budget for this item.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the only bid received from Rotating Apparatus Co, for wicket gate replacement.

FINANCIAL IMPACT: \$150,832

QUOTATION

TO: Brainerd Public Utilities
8027 Highland Scenic Rd
Baxter, MN 56425

QUOTE NUMBER: QUO-71824-1drj
REVISION: 2
TERMS: 30 days
DELIVERY: Estimated at 28 weeks
FREIGHT: N/A
PRICES: Good for 30 days
DATE: August 24, 2024

ATTN: Trent Hawkinson thawkinson@bpu.org

SUBJECT: Brainerd Hydro #3 Wicket Gate And
Components Quote 8-2024

Rotating Apparatus Co. is pleased to quote the following:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QTY</u>	<u>PRICE Each</u>	<u>Total</u>
1	Cast Martensitic Stainless steel ASTM A743 CA6NM alloy wicket gates The gates will be machined on both ends and side sealing surfaces. The gates will be bored both ends and brass bushings installed.	20 LH 20 RH	\$ 1,851.15	\$ 74,046.00
2	Gate pin stainless steel	40.00	\$ 345.00	\$ 13,800.00
3	Link pin stainless steel	40.00	\$ 145.00	\$ 5,800.00
4	Eccentric pin stainless steel	40.00	\$ 193.00	\$ 7,720.00
5	Stainless steel gate link with bronze bushings	40.00	\$ 266.00	\$ 10,640.00
6	2 Technicians 10 consecutive days onsite to install components	1.00	\$ 38,826.00	\$ 38,826.00

Rotating Apparatus Co will provide the following detailed services onsite.

Item11 install wicket gates and all above components:

- Mobilize all personnel and equipment to and from jobsite.
- Complete all site-specific safety training / facility review.
- Lock out and tag out all energy sources.
- Provide fully equipped tool truck and all equipment for work onsite.
- Install all wicket gates and components onsite.
- Adjust gate arms to achieve full open and full close.
- Adjust wicket gates to obtain the minimum gap gate to gate in the closed position.
- Supply a detailed final report with all pictures, inspections and measurements.
- Compliance with all safety rules and regulations.

Any additional parts, labor onsite and or repairs required will be quoted at the time of discovery. The City of Brainerd to supply all required confined space hole watch and dewatering of hydro. Work is quoted to be completed before outside temperatures drop below freezing. Gate adjustment and installation is based off all shifting ring, control shaft components, gate case to be in usable condition. One of each sample gates and all above components will be required to reverse engineer the components.

Thank you for the opportunity to quote your requirements. Should you have any questions or need any additional information, please contact me at 1-262-770-1811.

Best regards,

Doug Junion | President | Rotating Apparatus Co. | djunion@rotateco.com
1-262-770-1811 www.rotateco.com

TERMS AND CONDITIONS

- 1. Agreement of Sale:** Any of the terms and provisions of Buyer's order which are inconsistent with the terms and provisions hereof, shall not be binding on the Seller and shall not be considered applicable to the sale or shipment of the materials mentioned and referred to herein. Unless Buyer shall notify Seller in writing to the contrary as soon as practicable after receipt of this acknowledgment by Buyer, acceptance of the Terms and Conditions hereof by Buyer shall be indicated and in the absence of such notification the sale and shipment by the Seller of the materials covered hereby shall be conclusively deemed to be subject to the Terms and Conditions hereof.
This writing is intended by the Seller and Buyer as a final and exclusive expression of this agreement and no course of dealing or usage of trade or course of performance shall be relevant to explain or supplement any term expressed in this agreement. No waiver or modification of any of the foregoing or following Terms and Conditions of sale shall be valid unless it is made in writing and signed by both parties. The failure of the Seller to enforce any right possessed under the foregoing or following Terms and Conditions of sale shall not constitute a waiver thereof or establish a custom.
- 2. Prices:** Prices are those in effect at time of shipment. In the event of a published increase or reduction in prices by us, the new price will become effective immediately on the unshipped portion of the order unless otherwise stated at the time of the change. In no case, however, will a reduction in price be retroactive to shipments made prior to the date of the price change. Your order will be entered for production promptly upon acceptance by us and will not thereafter be subject to Cancellation nor to Deferment of Deliveries without our written consent, except upon terms which take into proper account the work already done and commitments made by us.
- 3. Changes:** Seller shall have the right, without the prior approval of Buyer, to make changes in the product and to substitute equivalent equipment, accessories or material in the product where such changes or substitutions are deemed necessary by Seller to prevent delays in manufacture or delivery or to improve the performance, productibility, stability, control, utility, maintenance or appearance of the product provided that such changes or substitutions shall not adversely affect the price, time of delivery, or performance of the equipment nor significantly affect its design, weight or balance. The cost of such changes shall be borne by Seller.
Either party shall have the right to propose changes in the product to the other party prior to delivery provided that no such change shall be binding on either party until incorporated into a change order to this effect, executed by an authorized representative.
- 4. Delivery and Freight:** Delivery shall be made via our truck when at all possible. In the case that the buyer is either out of our delivery territory or the Buyer requires the material prior to our delivery date, material will be shipped via the best common carrier, f.o.b. Salem, Wisconsin. Risk of loss shall be on the Seller until time of delivery except when delivery is not made via our truck and in that event the Buyer shall be at risk from and after delivery to the carrier and Buyer assumes all responsibility for shortage, loss, delay, or damage in transit upon issuance to Seller by carrier of a clean bill of lading.
- 5. Terms of Payment:** Except as may be set forth in a separate quote or other mutually agreed contract document, terms of payment are cash in full within thirty days of invoice date. All orders are subject to the approval of the Seller's Credit Department and the Seller may require full or partial payment in advance. Prorate payments shall become due as shipments are made. If Buyer fails to comply with terms of payment, or with any other terms of the sale, Seller reserves the right to cancel the unfilled portion of any contractor order but Buyer shall remain liable for all unpaid accounts and for any other damages due Seller as a result of Buyer's breach of these terms and conditions.
- 6. Title:** The title to and right of possession of the products (or any part or portion thereof) furnished by the Seller shall remain in the Seller and the products shall remain personal property until paid for in full, and the Buyer shall do all acts necessary to perfect and maintain such right and title in the Seller.
- 7. Taxes:** The Buyer shall reimburse the Seller for any sales, use, occupation, excise, or similar tax arising out of the sale upon receipt of the Seller's invoice for the amount of the tax. No tax charged in error may be deducted from an invoice without furnishing the Seller with a tax exemption certificate acceptable to the appropriate taxing authorities.
- 8. Warranty:** Seller makes no warranty of merchantability or fitness for any particular purpose in respect to the product and there is no warranty express or implied except that the product shall be of the kind and quality described in the Specifications. If the product shall fail to fulfill this warranty within one (1) year of the date of the shipment, the Buyer shall notify the Seller immediately and the Seller will correct the defect by repair or replacement of the defective part, f.o.b. the Seller's factory, when the product has been properly used for the purpose for which sold.
This remedy of replacement or repair is in lieu of all other remedies, and no claim other than a demand for repair or replacement shall be made by the Buyer. Seller shall not be liable for any claims for labor or consequential damages, and the Buyer shall indemnify and protect the Seller against all loss or damage (other than the cost of replacement or repair as aforesaid) resulting from, or arising out of or in connection with the testing, use, operation, replacement or repair of any product or part. Continued use or possession of the product after the expiration of the warranty periods as specified above shall be conclusive evidence that the warranty is fulfilled to the full satisfaction of the Buyer, who agrees thereafter to make no further claim on the Seller.
- 9. Return of Goods:** No product or part shall be returned to the Seller without written authorization, restocking fees, and shipping instructions first obtained from the Seller.
- 10. Performance:** Neither Party shall be considered to be in default or in breach of its obligation under any Purchase Order due to any act of God, or nature, act of civil or military authority, embargo or other governmental act, regulation, or request, fire, flood, epidemic, pandemic, accident, strike, slowdown, or other labor difficulty, war, riot, or any other delay beyond such party's control that affects the other party's the ability to receive or use the product(s) or service(s). In the event of such delay, the date of delivery shall be extended for a period equal to the time lost because of the delay. No term or condition of any Purchase Order will nullify or modify this provision.
- 11. Cancellation:** No order may be cancelled by the buyer except upon written notice to the Seller and upon payment to the Seller of all costs incurred by the Seller and arising out of or in connection with the order, determined on a basis consistently observed by the Seller and in, accordance with sound accounting principles. In addition to all such costs, the Buyer shall pay to the Seller as fixed, agreed and liquidated damages a sum equal to ten percent of such costs because the Seller's actual damages in such case will be impossible to determine.
- 12. Penalty Clauses:** Contracts or quotations showing penalty clause or liquidated damages for failure to meet shipment are not acceptable unless specifically approved in writing by an officer of the Company.
- 13. Successors and Assigns:** These Terms and Conditions shall inure to the benefit of and be binding upon the successors and permitted assigns of the parties, but shall not be assigned in whole or in part by either party without the prior written consent of the other.
- 14. Governing Law:** All terms and conditions shall be governed by and construed according to the laws of the State of Wisconsin.



Public Utilities Commission

Agenda Request

MEETING DATE: September 24, 2024

TITLE OF ITEM: Approve contract with Blockmetrix

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 6

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Chris Evans, Public Utilities Director,
Danny Loch, Finance Manager

SUMMARY OF ISSUE: During the EDA special meeting on Tuesday, September 17th, the EDA approved the plans and documents submitted by Blockmetrix to continue construction of the crypto mining facility at 1911 Thiesse Drive. This approval of the plans is subject to approval of the BPU Commission. As the plans have been approved by the EDA the finance committee met and recommended moving forward with drafting a contract that would extend the 25MW capacity through September 2025.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Items to consider for discussion / direction to staff on future projects:

- Future industrial loads
- Requests from current customers

RECOMMENDED ACTION/MOTION: Recommend approving and allowing staff to draft a contract that would extend the 25MW capacity through September 2025. This recommendation is based on the EDA approving the plans submitted by Blockmetrix.

FINANCIAL IMPACT:



Public Utilities Commission Agenda Request

MEETING DATE: September 24, 2024

TITLE OF ITEM: Approve Updated Schedule of Fees for September Rate increases

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: The schedule of fees was approved during June's Commission meeting. The schedule of fees included two electric rates. The electric rates increased in September from the action that was taken and approved by the commission in May of 2023, where the electric rate schedule for 2023 and 2024 were approved. With this September 1st rate change, the schedule of fees needed to be updated to reflect the electric rate increases previously approved.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Included in the attachments is the previously approved electric rate schedule.

RECOMMENDED ACTION/MOTION: Staff recommend approving the attached schedule of fees to reflect the September 1st rate increases.

FINANCIAL IMPACT:

**BRAINERD PUBLIC UTILITIES
SCHEDULE OF FEES**

	<u>Approved June 25, 2024</u>	<u>Proposed September 24, 2024</u>
<u>Disconnect/Reconnect Electricity</u>		
7:00 a.m. - 3:00 p.m. (dropping lines, meter maintenance, etc)	No Charge	No Charge
After hours Emergency Disconnect/Reconnect	No Charge	No Charge
Temporary Service-If line is extended additional fees could be incurred	\$150.00	\$150.00
7:00 a.m. - 3:00 p.m. - Foreclosures & Disconnected Delinquent Account:	\$50.00	\$50.00
<u>Special Events</u>		
Service Charge (Additional charges could be incurred)	\$150.00	\$150.00
Electric Meter Charge for each meter	\$24.50	\$25.00 **
kWh charge	\$0.10437	\$0.10581 **
<u>Turn Off/On Water</u>		
7:00 a.m - 3:00 p.m.	No Charge	No Charge
After hours Emergency Turn Off	No Charge	No Charge
7:00 a.m. - 3:00 p.m. - Foreclosures & Disconnected Delinquent Account:	\$50.00	\$50.00
<u>Tampering With Meter</u>		
Tampering Fee	\$350.00	\$350.00
Additional Reconnect Fee	\$50.00	\$50.00
3 month average deposit	Varies	Varies
<u>New Water Service-1" (main to curb stop) RESTORATION IS OWNER'S RESP</u>	Total Costs Incurred	Total Costs Incurred
<u>Water Main Tap</u>		
3/4" or 1" plus materials	\$300.00	\$300.00
1 1/2" or 2" plus materials	\$600.00	\$600.00
<u>Water Transmitter</u>	\$140.00	\$140.00
<u>Water Meters</u>		
3/4" Iperl	\$235.00	\$235.00
1" Iperl	\$325.00	\$325.00
1 1/2" Omni-C2	\$1,935.00	\$1,935.00
2" Omni-C2	\$2,235.00	\$2,235.00
3" Omni-C2	\$2,820.00	\$2,820.00
4" Omni T2	\$4,910.00	\$4,910.00
<u>Bulk Water Sales</u>		
Service Charge	\$19.30	\$19.30
Charge per 1,000 gallons	\$4.10	\$4.10
Hydrant Meter Deposit - (Refundable)	\$1,000.00	\$1,000.00
<u>Pole Attachments - annually per pole</u>	\$7.00	\$7.00
<u>Security Lights - monthly per light</u>	\$12.50 + sales tax	\$12.50 + sales tax
No charge to install if installed on existing pole		
<u>Oversize Loads</u>		
Under \$500 estimate	Full estimate before move	Full estimate before move
Over \$500 estimate	\$500 + 50% of est. cost over \$500	\$500 + 50% of est. cost over \$500
<u>BPU Equipment and Employees</u>		
Hourly Rate Per Employee	\$70/hr	\$70/hr annual increase of 1% per year
After Hours Hourly Rate Per Employee	\$90/hr	\$105/hr 1.5 times hourly rate
Materials	Materials + 20% & sales tax	Materials + 20% & sales tax
Truck	\$100/day	\$100/day
Backhoe	\$45/hr	\$45/hr
Generator	\$950/day + fuel	\$950/day + fuel

**Brainerd Public Utilities
Electric Customer Rates**

Effective Date	kW Load	(Sept) 2023 (1)	(Sept) 2024 (1)
Residential			
Base Charge		\$ 16.90	\$ 17.50
Energy Charge - Per kWh		0.08598	0.08628
Commercial			
<u>Base Charge</u>			
1 PH	<15	24.50	25.00
3 PH	<15	30.00	30.00
<u>Energy Charge - Per kWh</u>			
1 PH and 3 PH	<15	0.10437	0.10581
Small General Service			
<u>Base Charge</u>			
1 PH	15 to <100	48.70	52.45
3 PH	15 to <100	59.55	64.10
Energy Charge - Per kWh			
<u>1 PH and 3 PH</u>			
First 2,500 kWh per month		0.08872	0.08836
Over 2,500 kWh per month		0.07876	0.07844
Demand Charge - Per kW		-	-
<u>1 PH and 3 PH</u>			
First 8 kW per month		3.25	3.50
Over 8 kW per month		8.40	8.80
Medium General Service			
	3 PH		
Base Charge	100 to <1000	81.50	88.00
Energy Charge - Per kWh		0.05518	0.05534
Demand Charge - Per kW		15.75	16.00
Large General Service			
	3 PH		
Base Charge	1000 to <2500	125.00	130.00
Energy Charge - Per kWh		0.05523	0.05588
Secondary		-	-
Primary		-	-
Demand Charge - Per kW		14.00	14.25
Secondary		-	-
Primary		-	-
Large Power			
Base Charge		150.00	190.00
Energy Charge - Per kWh		0.08609	0.08706
Demand Charge - Per kW		13.00	13.25
Interruptible Industrial			
Base Charge			
Distribution Demand Charge			
Substation Recovery Charge			
Power Supply and Transmission Charge			
Duel Fuel			
Base Charge		7.30	8.10
Energy Charge - Per kWh		0.05990	0.06053
Off Peak			
Base Charge		7.30	8.10
Energy Charge - Per kWh		0.06024	0.06051
All Customers			
Power Cost Adjustment		0.0170	0.00734

(1) Based on 3rd highest kW month during a rolling 12 month period.



Public Utilities Commission

Agenda Request

MEETING DATE: September 24, 2024

TITLE OF ITEM: Schedule Strategic Planning workshop

ACTION REQUESTED: Discussion Item

ESTIMATED TIME (MIN): 10

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Mike Angland, Commission Member,
Mark O'Day, Commission Member, Chris Evans,
Public Utilities Director

SUMMARY OF ISSUE: During the operations committee meeting on Tuesday the 10th of September, the committee asked that we bring forth and request scheduling of a strategic planning workshop. Items to discuss include: length, frequency, and timing.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:

FINANCIAL IMPACT:

HR Director's Report to BPU Commission

September 20, 2024

Personnel:

- Three Public Utilities Department employees were off from work intermittently this past month for non-work-related medical issues.
- We welcomed two Lineworkers to our crew this month! John Simmonds started with us on September 3rd and Travis Donnelly started on September 16th.

IBEW Public Utility Union Arbitration Update:

The IBEW Public Utility Union strike has officially been averted as both the City and Union have certified their final positions for consideration at an arbitration hearing. A list of seven arbitrators has been provided by the Bureau of Mediation Services and our attorneys are working to select the arbitrator. The arbitration will be held depending on the availability of all parties. It could be close to the end of the year before the arbitrator's decision is received.

Performance Evaluation Work Group:

This year's Performance Evaluation time frame has been pushed back to end on December 31st. With this adjustment, the eval period moving forward will be January 1st – December 31st with the review process to be fully completed by the last day in March. More information to come as the Work Group finalizes the process.

Open Enrollment:

Our annual Open Enrollment meeting will take place on October 14th at 9 am. Employees will have the option to attend in-person in the Council Chambers or virtually. Since we will be transitioning from HealthPartners to Blue Cross/Blue Shield effective 1/1/25, we had to expedite our normal open enrollment timeframe. For 2025, Open Enrollment will commence on October 14th following the Open Enrollment meeting and will close at 4:30 pm on October 31st. 2025 health insurance election forms will be distributed to the Public Utilities Commission in October as well. Please reach out to the HR Department with any questions you may have.

Wellness Committee:

- The 2024 Employee Appreciation Event took place on September 19th at the Public Works Garage. We had 84 employees attend and want to thank all those that took time out of your busy schedules to participate!
- 2024 Innovation and Exceptional Service Awards were announced at yesterday's Employee Appreciation Event. The winner of the Innovation Award was Mitch Lachelt and the Winner of the Exceptional Service Award was Charles Gammon. Congratulations to both of you and thank you for the amazing work you do for the City of Brainerd!
- Our 2024 Flu Shot clinic with the City of Baxter took place on September 17th & 18th. We had 13 Brainerd employees participate. A big thank you to Sourcewell for funding this clinic for employees on their health plan.
- Our annual Chili Cook Off will take place on October 23rd in the Fire Department Training Room. Please plan to attend and we would appreciate new contestants too. Please contact Dolly or I if you are interested in being one of our chili cooks.



BRAINERD PUBLIC UTILITIES

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

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

www.bpu.org

Brainerd Public Utilities Finance Managers Report September 24, 2024

Financial Reports

July is attached. August and September will be presented in October. With the shortened month and conference August totals were not available at the time of the meeting.

2025 Budget Process

The 2025 budget process is underway and ongoing, finance committee to expect conversations and meeting early October.

Water Treatment Facility Reclamation and Backwash Project

Meetings have occurred with Bolton & Menk, the project is progressing on schedule. See additional items within the board packet for consent agenda considerations.

AWWA Conference

Staff attended the Minnesota American Water Works Association conference in Duluth, MN.

Streetlighting/Water/Wastewater Cost Studies

The cost studies for streetlighting/water/wastewater have begun and are in the process of collecting data for Utility Financial Solutions. Meetings with UFS have continued to determine the data needs and requests for the cost studies.

Annual Reporting Minnesota Department of Commerce

All reports necessary reports have been submitted; 2 created and submitted by Frontier Energy, 2 created and submitted by staff.

Communities Local Energy Action Program:

Staff continue discussion with Region 5, Tri County Community Action and the National Renewable Energy Laboratory related to the technical assistance program and the program preparation related to renewable by 2040 initiative. Local meeting with Department of Energy, National Renewable Energy Lab and local partners related to the grant is intended in October. Additional technical assistance scoping is occurring and discussions and meetings are on-going.

Front Office

The front office security upgrades are complete.



Brainerd Public Utilities, MN

Packet Summary Budget Report

Group Summary

For Fiscal: 2024 Period Ending: 09/30/2024

Account Typ...	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1 - ELECTRIC						
Revenue	18,953,615.52	18,953,615.52	946,030.63	19,813,217.81	859,602.29	4.54 %
Expense	17,462,612.16	17,462,612.16	1,764,217.50	19,271,086.27	-1,808,474.11	-10.36 %
Fund: 1 - ELECTRIC Surplus (Deficit):	1,491,003.36	1,491,003.36	-818,186.87	542,131.54	-948,871.82	63.64 %
Fund: 2 - WATER						
Revenue	2,950,369.38	2,950,369.38	134,796.74	2,712,353.23	-238,016.15	8.07 %
Expense	3,283,236.18	3,283,236.18	79,599.81	2,803,551.46	479,684.72	14.61 %
Fund: 2 - WATER Surplus (Deficit):	-332,866.80	-332,866.80	55,196.93	-91,198.23	241,668.57	72.60 %
Fund: 3 - WASTEWATER TREATMENT						
Revenue	3,648,490.02	3,648,490.02	161,809.96	4,141,355.60	492,865.58	13.51 %
Expense	3,595,411.26	3,595,411.26	55,283.94	2,914,190.40	681,220.86	18.95 %
Fund: 3 - WASTEWATER TREATMENT Surplus (Deficit):	53,078.76	53,078.76	106,526.02	1,227,165.20	1,174,086.44	-2,211.97 %
Fund: 4 - HYDRO DAM						
Revenue	9,896.04	9,896.04	0.00	7,596.15	-2,299.89	23.24 %
Expense	333,766.44	333,766.44	21,640.72	793,315.43	-459,548.99	-137.69 %
Fund: 4 - HYDRO DAM Surplus (Deficit):	-323,870.40	-323,870.40	-21,640.72	-785,719.28	-461,848.88	-142.60 %
Report Surplus (Deficit):	887,344.92	887,344.92	-678,104.64	892,379.23	5,034.31	-0.57 %

Hydro unfavorable expense is not accounting for the net benefit of generation. I am continuing to research Commissioner Johnson's question from the last meeting and working on presenting the generation revenues or contra expenses as applicable. The negative expenses all relate to the generation, otherwise there would be a positive variance.

Electric expense and revenues are over budget due to increased crypto load.

Water revenues are still catching up through the irrigation season.

Fund Summary

Fund	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
1 - ELECTRIC	1,491,003.36	1,491,003.36	-818,186.87	542,131.54	-948,871.82
2 - WATER	-332,866.80	-332,866.80	55,196.93	-91,198.23	241,668.57
3 - WASTEWATER TREATMENT	53,078.76	53,078.76	106,526.02	1,227,165.20	1,174,086.44
4 - HYDRO DAM	-323,870.40	-323,870.40	-21,640.72	-785,719.28	-461,848.88
Report Surplus (Deficit):	887,344.92	887,344.92	-678,104.64	892,379.23	5,034.31

Brainerd Public Utilities
Calculation of Net Benefit of Hydro Generation
For the Year Ended December 31, 2024

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Total Hydro Generation - kWh	863,000	952,000	968,000	978,000	802,000	745,000	794,000						6,102,000
Station Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Line Loss %5 Estimate	(43,150)	(47,600)	(48,400)	(48,900)	(40,100)	(37,250)	(39,700)	-	-	-	-	-	(305,100)
Net Generation	819,850	904,400	919,600	929,100	761,900	707,750	754,300	-	-	-	-	-	5,796,900
Blended AEP Cost	\$ 0.07291	\$ 0.07199	\$ 0.07878	\$ 0.08334	\$ 0.08305	\$ 0.08360	\$ 0.07682						\$ 0.0786
Calculated Full Benefit	59,775.26	65,107.76	72,446.09	77,431.19	63,275.80	59,167.90	57,945.33	-	-	-	-	-	455,149.32

Brainerd Public Utilities
Calculation of Net Benefit of Hydro Generation
For the Year Ended December 31, 2023

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Total Hydro Generation - kWh	1,897,400	1,781,600	2,001,600	863,400	296,400	828,000	282,000	449,000	87,000	1,057,000	959,000	936,000	11,438,400
Station Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Line Loss	(94,870)	(89,080)	(100,080)	(43,170)	(14,800)	(41,400)	(14,100)	(22,500)	(4,400)	(52,900)	(48,000)	(46,800)	(572,100)
Net Generation	1,802,530	1,692,520	1,901,520	820,230	281,600	786,600	267,900	426,500	82,600	1,004,100	911,000	889,200	10,866,300
Blended AEP Cost	\$ 0.06892	\$ 0.07144	\$ 0.07376	\$ 0.07996	\$ 0.07078	\$ 0.07540	\$ 0.07558	\$ 0.07602	\$ 0.07198	\$ 0.06065	\$ 0.07009	\$ 0.07016	\$ 0.0721
Calculated Full Benefit	124,230.37	120,913.63	140,256.12	65,585.59	19,931.65	59,309.64	20,247.88	32,422.53	5,945.55	60,898.67	63,851.99	62,386.27	775,979.88



Monthly Financial Report July 2024

**BRAINERD PUBLIC UTILITIES
COMPARISON OF OPERATING RESULTS
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024 AND 2023**

	2024		2023	
	Amount	Percent of Sales	Amount	Percent of Sales
OPERATING REVENUE				
Department				
Electric	\$16,208,528	79.7%	\$13,737,109	79.0%
Water	2,081,090	10.2%	1,899,756	10.9%
Wastewater	2,054,937	10.1%	1,760,492	10.1%
Total Operating Revenue	<u>20,344,555</u>	<u>100.0%</u>	<u>17,397,357</u>	<u>100.0%</u>
OPERATING EXPENSES				
Salaries and Wages	2,748,016	13.5%	2,888,033	16.6%
Purchased Power	11,025,161	54.2%	7,582,966	43.6%
Operations and Maintenance	1,720,222	8.5%	1,827,432	10.5%
Other Charges	562,709	2.8%	447,712	2.6%
Employee Benefits	948,509	4.7%	1,131,442	6.5%
Insurance and Bonds	249,938	1.2%	207,341	1.2%
Depreciation and Amortization	3,088,075	15.2%	2,940,083	16.9%
Total Operating Expenses	<u>20,342,630</u>	<u>100.0%</u>	<u>17,025,009</u>	<u>97.9%</u>
OPERATING INCOME	<u>1,925</u>	<u>0.0%</u>	<u>372,348</u>	<u>2.1%</u>
NONOPERATING REVENUE				
Interest Revenue - Investments	321,698	1.6%	85,497	0.5%
Bond Premium	85,472	0.4%	99,784	0.6%
Interest Revenue - Notes Receivable	48,758	0.2%	62,935	0.5%
Interest Expense - Bonds	(430,928)	-2.1%	(500,155)	-2.9%
Local Option Sales Tax	852,822	4.2%	1,023,416	5.9%
Other	20,746	0.1%	42,034	0.2%
Total Nonoperating Revenue	<u>898,568</u>	<u>4.4%</u>	<u>813,511</u>	<u>4.8%</u>
INCOME BEFORE OPERATING TRANSFERS TO THE CITY	900,493	4.4%	1,185,859	6.8%
TRANSFERS TO THE CITY	<u>(435,470)</u>	<u>-2.1%</u>	<u>(437,473)</u>	<u>-2.5%</u>
CHANGE IN NET POSITION	<u>\$ 465,023</u>	<u>2.3%</u>	<u>\$ 748,386</u>	<u>4.3%</u>

BRainerd PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION BY DEPARTMENT
JULY 31, 2024 AND 2023

	Electric	Water	Wastewater Treatment	Totals	
				2024	2023
ASSETS					
UTILITY PLANT					
Construction in Progress	\$ 3,422,374	\$ 514,166	\$ 3,599,019	\$ 7,535,559	\$ 9,847,641
Right-to-Use	421,686	20,146	20,146	461,978	461,978
In Service	48,210,088	38,116,958	39,581,432	125,908,478	115,732,603
Total Investment in Utility Plant	52,054,148	38,651,270	43,200,597	133,906,015	126,042,222
Less: Accumulated Depreciation	(26,887,452)	(16,307,388)	(22,146,352)	(65,341,192)	(59,943,291)
Net Utility Plant	25,166,696	22,343,882	21,054,245	68,564,823	66,098,931
CASH AND INVESTMENTS					
<u>Nonrestricted</u>	5,244,971	(2,779,007)	5,932,429	8,398,393	8,122,279
<u>Restricted</u>					
Customer Deposits	513,782	-	-	513,782	456,778
City of Brainerd Contribution	138,324	-	-	138,324	68,739
Conservation Incentive Program	533,464	-	-	533,464	318,249
Water and Sewer Accessibility Charges	-	676,964	7,138	684,102	559,102
Construction Bond Proceeds	-	-	-	-	1,396,950
Debt Service Reserve	1,117,250	1,542,554	2,140,023	4,799,827	4,515,554
Total Restricted Cash and Investments	2,302,820	2,219,518	2,147,161	6,669,499	7,315,372
Total Cash and Investments	7,547,791	(559,489)	8,079,590	15,067,892	15,437,651
CURRENT ASSETS					
Accounts Receivable	3,133,467	586,019	3,596,016	7,315,502	4,934,966
Interest Receivable	15,183	3,035	17,584	35,802	26,837
Inventory	2,218,457	136,355	-	2,354,812	1,793,678
Prepaid Expenses	155,516	49,267	16,623	221,406	235,520
Total Current Assets	5,522,623	774,676	3,630,223	9,927,522	6,991,001
OTHER ASSETS					
Bonds and Notes Receivable	-	-	-	-	4,330,334
Interest Receivable - Notes Receivable	-	-	38,000	38,000	48,000
Service Territory Acquisitions, Net of Accumulated Amortization	191,583	-	-	191,583	224,283
Deferred Outflows of Resources	630,567	210,190	210,190	1,050,947	1,567,720
Investment in Solar Generation Facility	662,073	-	-	662,073	567,000
Total Other Assets	1,484,223	210,190	248,190	1,942,603	6,737,337
Total Assets	39,721,333	22,769,259	33,012,248	95,502,840	95,264,920
LIABILITIES AND NET ASSETS					
NET POSITION					
Net Investment in Capital Assets	19,756,520	11,499,202	9,734,758	40,990,480	37,849,339
Restricted	-	1,540,838	2,101,361	3,642,199	7,767,638
Unrestricted	7,085,931	(2,522,818)	8,462,550	13,025,663	10,658,153
Total Net Position	26,842,451	10,517,222	20,298,669	57,658,342	56,275,130
LONG-TERM LIABILITIES					
Revenue Bonds Payable	4,500,000	10,140,000	2,487,400	17,127,400	15,606,600
PFA Construction Loan Payable	-	-	6,870,000	6,870,000	8,455,000
Compensated Absences	604,926	268,802	184,249	1,057,977	1,170,146
Other Postemployment Benefit Obligation	219,726	73,241	73,241	366,208	384,493
Net Pension Liability	2,043,276	681,092	681,092	3,405,460	4,926,260
Deferred Inflows of Resources	781,983	260,661	260,661	1,303,305	186,394
Capital Lease Payable	367,312	2,142	2,142	371,596	394,078
Revenue Bond Premium	38,927	622,258	106,216	767,401	790,946
Total Long-Term Liabilities	8,556,150	12,048,196	10,665,001	31,269,347	31,913,917
CURRENT LIABILITIES					
Accounts Payable	1,654,447	9,358	-	1,663,805	1,696,883
Revenue Bonds Payable	1,040,000	75,000	79,200	1,194,200	1,920,600
PFA Construction Loan Payable	-	-	1,585,000	1,585,000	1,536,000
Capital Lease Payable	17,937	5,280	5,280	28,497	28,497
Payable to City of Brainerd	138,324	19,550	240,978	398,852	300,593
Conservation Incentive Program Payable	533,464	-	-	533,464	318,249
Accrued Expenses					
Salaries and Withholding Taxes	198,342	91,479	61,458	351,279	326,970
Sales Taxes	192,343	4,890	-	197,233	161,303
Bond Interest	34,093	(1,716)	76,662	109,039	330,000
Customer Deposits	513,782	-	-	513,782	456,778
Total Current Liabilities	4,322,732	203,841	2,048,578	6,575,151	7,075,873
Total Liabilities	12,878,882	12,252,037	12,713,579	37,844,498	38,989,790
Total Liabilities and Net Position	\$ 39,721,333	\$ 22,769,259	\$ 33,012,248	\$ 95,502,840	\$ 95,264,920

BRAINERD PUBLIC UTILITIES
COMBINING STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION BY DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022

	July 31, 2024				Totals	
	Electric	Water	Wastewater Treatment	Total	July 31,	
					2023	2022
OPERATING REVENUES						
<u>Utility Revenues</u>	\$ 15,904,467	\$ 1,922,433	\$ 1,512,751	\$ 19,339,651	\$ 16,646,022	\$ 15,473,108
Other Operating Revenue	304,061	158,657	542,186	1,004,904	755,835	659,162
Total Operating Revenue	16,208,528	2,081,090	2,054,937	20,344,555	17,401,857	16,132,270
OPERATING EXPENSES						
<u>Purchased Power</u>	11,025,161	-	-	11,025,161	7,582,966	7,458,402
<u>Production/Generation</u>						
Salaries and Wages	168,511	263,075	263,608	695,194	842,593	756,053
Operations and Maintenance	13,338	187,353	521,849	722,540	773,503	652,490
Employee Benefits	56,564	87,098	82,910	226,572	258,241	247,893
Other Charges	1,779	470	14,303	16,552	15,685	47,578
Total Generation/Production Expenses	240,192	537,996	882,670	1,660,858	1,890,022	1,704,014
<u>Distribution</u>						
Salaries and Wages	872,870	344,135	59,306	1,276,311	1,223,625	1,125,742
Operations and Maintenance	248,549	123,519	91,383	463,451	515,369	560,296
Employee Benefits	263,080	86,973	21,695	371,748	338,403	335,206
Other Charges	61,380	23,338	2,036	86,754	69,443	36,274
Total Distribution Expenses	1,445,879	577,965	174,420	2,198,264	2,146,840	2,057,518
<u>General and Administrative</u>						
Salaries and Wages	463,533	161,955	151,023	776,511	821,815	774,302
Operations and Maintenance	334,037	99,730	100,464	534,231	538,560	504,625
Insurance and Bonds	145,645	41,783	62,510	249,938	207,341	174,600
Employee Benefits	209,509	73,919	66,761	350,189	534,798	308,323
Other Charges	290,615	79,508	89,280	459,403	362,584	291,304
Total Gen. and Admin. Expenses	1,443,339	456,895	470,038	2,370,272	2,465,098	2,053,154
<u>Depreciation and Amortization</u>	1,330,798	736,187	1,021,090	3,088,075	2,940,083	3,026,100
Total Operating Expenses	15,485,369	2,309,043	2,548,218	20,342,630	17,025,009	16,299,188
NET OPERATING INCOME (LOSS)	723,159	(227,953)	(493,281)	1,925	376,848	(166,918)
NONOPERATING REVENUE (EXPENSE)						
Interest Revenue - Investments	78,618	16,832	226,248	321,698	85,497	(522,690)
Bond Premium	7,056	73,432	4,984	85,472	99,784	234,201
Interest Revenue - Notes Receivable	-	-	48,758	48,758	62,935	74,253
Local Option Sales Tax	-	-	852,822	852,822	1,023,416	991,403
Interest Expense - Bonds	(97,117)	(163,241)	(170,570)	(430,928)	(500,155)	(565,593)
Other	-	832	19,914	20,746	42,034	69,736
Total Nonoperating Revenue (Expense)	(11,443)	(72,145)	982,156	898,568	813,511	281,310
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	711,716	(300,098)	488,875	900,493	1,190,359	114,392
TRANSFERS TO THE CITY	(435,470)	-	-	(435,470)	(437,473)	(440,791)
CHANGE IN NET POSITION	\$ 276,246	\$ (300,098)	\$ 488,875	\$ 465,023	\$ 752,886	\$ (326,399)

BRainerd PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION FOR ELECTRIC DEPARTMENT
JULY 31, 2024 AND 2023

	July 31, 2024			2023
	Generation	Distribution	Total	
ASSETS				
UTILITY PLANT				
Construction in Progress	\$ 1,028,653	\$ 2,393,721	\$ 3,422,374	\$ 2,020,862
Right-to-Use	-	421,686	421,686	421,686
In Service	7,737,334	40,472,754	48,210,088	46,498,800
Total Investment in Utility Plant	8,765,987	43,288,161	52,054,148	48,941,348
Less: Accumulated Depreciation	(2,742,721)	(24,144,731)	(26,887,452)	(24,605,605)
Net Utility Plant	6,023,266	19,143,430	25,166,696	24,335,743
CASH AND INVESTMENTS				
<u>Nonrestricted</u>	(4,532,140)	9,777,111	5,244,971	5,759,951
<u>Restricted</u>				
Customer Deposits	-	513,782	513,782	456,778
City of Brainerd Contribution	-	138,324	138,324	68,739
Conservation Incentive Program	-	533,464	533,464	318,249
Debt Service Reserve	686,750	430,500	1,117,250	1,117,250
Total Restricted Cash and Investments	686,750	1,616,070	2,302,820	1,961,016
Total Cash and Investments	(3,845,390)	11,393,181	7,547,791	7,720,967
CURRENT ASSETS				
Accounts Receivable	-	3,133,467	3,133,467	3,683,815
Interest Receivable	-	15,183	15,183	8,378
Inventory	-	2,218,457	2,218,457	1,631,874
Prepaid Expenses	22,330	133,186	155,516	137,190
Total Current Assets	22,330	5,500,293	5,522,623	5,461,257
OTHER ASSETS				
Service Territory Acquisitions, Net of Accumulated Amortization	-	191,583	191,583	224,283
Deferred Outflows of Resources	105,093	525,474	630,567	940,632
Investment in Solar Generation Facility	-	662,073	662,073	567,000
Total Other Assets	105,093	1,379,130	1,484,223	1,731,915
Total Assets	2,305,299	37,416,034	39,721,333	39,249,882
LIABILITIES AND NET ASSETS				
Net Investment in Capital Assets	2,654,339	17,102,181	19,756,520	17,963,425
Unrestricted	(4,704,332)	11,790,263	7,085,931	7,549,072
Total Net Position	(2,049,993)	28,892,444	26,842,451	25,512,497
LONG-TERM LIABILITIES				
Revenue Bonds Payable	3,095,000	1,405,000	4,500,000	5,540,000
Compensated Absences	71,735	533,191	604,926	705,918
Other Postemployment Benefit Obligation	36,622	183,104	219,726	230,697
Net Pension Liability	340,546	1,702,730	2,043,276	2,955,756
Deferred Inflows of Resources	130,330	651,653	781,983	111,836
Capital Lease Payable	-	367,312	367,312	380,592
Revenue Bond Premium	38,927	-	38,927	51,789
Total Long-Term Liabilities	3,713,160	4,842,990	8,556,150	9,976,588
CURRENT LIABILITIES				
Accounts Payable	-	1,654,447	1,654,447	1,473,769
Revenue Bonds Payable	605,000	435,000	1,040,000	1,040,000
Capital Lease Payable	-	17,937	17,937	17,937
Payable to City of Brainerd	-	138,324	138,324	68,739
Conservation Incentive Program Payable	-	533,464	533,464	318,249
Accrued Expenses				
Salaries and Withholding Taxes	18,286	180,056	198,342	193,360
Sales Taxes	49	192,294	192,343	156,365
Bond Interest	18,797	15,296	34,093	35,600
Customer Deposits	-	513,782	513,782	456,778
Total Current Liabilities	642,132	3,680,600	4,322,732	3,760,797
Total Liabilities	4,355,292	8,523,590	12,878,882	13,737,385
Total Liabilities and Net Position	\$ 2,305,299	\$ 37,416,034	\$ 39,721,333	\$ 39,249,882

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - ELECTRIC DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022

	July 31, 2024			Variance With Budget - Positive (Negative)	Year to Date July 31,	
	Current Month	Year to Date	Budget		2023	2022
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 526,466	\$ 3,651,625	\$ 4,060,000	\$ (408,375)	\$ 4,055,702	\$ 3,824,760
Commercial	893,507	5,750,819	6,195,000	(444,181)	6,115,526	5,783,015
Medium/Large Commercial	214,161	1,321,671	1,603,000	(281,329)	1,532,075	1,817,349
Industrial	619,723	4,526,088	2,100,000	2,426,088	1,072,964	165,858
City of Brainerd	28,541	204,756	211,400	(6,644)	212,300	204,279
BPU	53,643	449,508	455,000	(5,492)	490,285	469,701
Total Utility Revenue	2,336,041	15,904,467	14,624,400	1,280,067	13,478,852	12,264,962
<u>Other Operating Revenue</u>						
Penalties	10,564	82,073	59,500	22,573	77,568	60,998
Other	33,633	221,988	57,400	164,588	180,689	134,948
Total Other Operating Revenue	44,197	304,061	116,900	187,161	258,257	195,946
Total Operating Revenue	2,380,238	16,208,528	14,741,300	1,467,228	13,737,109	12,460,908
OPERATING EXPENSES						
<u>Purchased Power</u>						
All Other Customers	1,056,131	6,393,149	4,926,600	(1,466,549)	6,106,058	7,458,402
Solar Generation - Airport	92,875	453,311	420,000	(33,311)	505,206	-
Crypto Mining Customers	570,655	4,178,701	3,564,400	(614,301)	971,702	-
Total Purchased Power Expense	1,719,661	11,025,161	8,911,000	(2,114,161)	7,582,966	7,458,402
<u>Generation</u>						
Salaries and Wages	29,284	168,511	89,600	(78,911)	318,452	296,531
Operations and Maintenance	1,423	13,338	23,100	9,762	32,938	13,087
Employee Benefits	7,723	56,564	30,100	(26,464)	90,384	90,274
Other Charges	-	1,779	3,500	1,721	220	20,526
Depreciation	27,400	191,800	190,400	(1,400)	190,400	187,600
Total Generation Expenses	65,830	431,992	336,700	(95,292)	632,394	608,018
<u>Distribution</u>						
Salaries and Wages	78,327	872,870	939,400	66,530	832,616	787,131
Operations and Maintenance	34,925	248,549	267,400	18,851	190,194	297,418
Employee Benefits	12,823	263,080	273,000	9,920	225,997	223,810
Other Charges	2,065	61,380	32,900	(28,480)	49,189	23,364
Depreciation and Amortization	147,500	1,032,500	998,900	(33,600)	997,500	1,001,000
Total Distribution Expenses	275,640	2,478,379	2,511,600	33,221	2,295,496	2,332,723
<u>General and Administrative</u>						
Salaries and Wages	40,755	463,533	503,300	39,767	485,421	452,713
Operations and Maintenance	82,189	334,037	296,800	(37,237)	337,659	294,192
Insurance and Bonds	78,451	145,645	132,300	(13,345)	122,009	109,086
Employee Benefits	57,938	209,509	258,300	48,791	316,503	188,485
Other Charges	51,268	290,615	231,000	(59,615)	242,016	189,657
Depreciation and Amortization	15,214	106,498	98,700	(7,798)	99,205	100,800
Total Gen. and Admin. Expenses	325,815	1,549,837	1,520,400	(29,437)	1,602,813	1,334,933
Total Operating Expenses	2,386,946	15,485,369	13,279,700	(2,205,669)	12,113,669	11,734,076
NET OPERATING INCOME	(6,708)	723,159	1,461,600	(738,441)	1,623,440	726,832
NONOPERATING REVENUE						
Interest Revenue - Investments	35,479	78,618	5,600	73,018	(9,834)	(191,122)
Interest Expense - Bonds	(13,235)	(97,117)	(91,467)	(5,650)	(111,474)	(125,656)
Sale of Renewable Energy Credits	-	-	-	-	-	-
Bond Premium	1,008	7,056	7,700	(644)	8,423	35,336
Gain on Disposal of Capital Assets	-	-	700	(700)	-	22,508
Total Nonoperating Revenue	23,252	(11,443)	(77,467)	66,024	(112,885)	(258,934)
INCOME BEFORE TRANSFERS TO THE CITY	16,544	711,716	1,384,133	(672,417)	1,510,555	467,898
TRANSFERS TO THE CITY	(68,680)	(435,470)	(476,000)	40,530	(437,473)	(440,791)
CHANGE IN NET POSITION	<u>\$ (52,136)</u>	<u>\$ 276,246</u>	<u>\$ 908,133</u>	<u>\$ (631,887)</u>	<u>\$ 1,073,082</u>	<u>\$ 27,107</u>

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - ELECTRIC DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022**

	KWH SOLD			REVENUE			AVERAGE REVENUE PER KWH		
	PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	\$ 29,947,696	32,375,465	32,505,689	\$ 3,651,625	\$ 4,055,702	\$ 3,824,760	\$ 0.1219	\$ 0.1253	\$ 0.1177
Commercial	22,205,156	23,205,604	24,053,366	5,750,819	6,115,526	5,783,015	0.2590	0.2635	0.2404
Medium/Large Commercial	38,793,280	40,143,702	42,149,752	1,321,671	1,532,075	1,817,349	0.0341	0.0382	0.0431
Industrial	93,968,462	15,085,972	2,196,000	4,526,088	1,072,964	165,858	0.0482	-	-
City of Brainerd	1,180,760	1,139,644	1,224,005	204,756	212,300	204,279	0.1734	0.1863	0.1669
BPU	4,188,717	4,362,906	4,541,169	449,508	490,285	469,701	0.1073	0.1124	0.1034
Total	190,284,071	116,313,293	106,669,981	15,904,467	13,478,852	12,264,962	\$ 0.0836	\$ 0.1159	\$ 0.1150
% Change From Previous Year	63.60%	9.04%	NA	18.00%	9.90%	NA	-27.87%	0.79%	NA

	% TO TOTAL - KWH			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	15.74%	27.83%	30.47%	22.96%	30.09%	31.18%	6,944	6,922	6,924
Commercial	11.67%	19.95%	22.55%	36.16%	45.37%	47.15%	1,228	1,229	1,222
Medium/Large Commercial	20.39%	34.51%	39.51%	8.31%	11.37%	14.82%	67	69	66
Industrial	49%	13%	2%	28%	8%	1%	1	1	1
City of Brainerd	0.62%	0.98%	1.15%	1.29%	1.58%	1.67%	48	50	47
BPU	2.20%	3.75%	4.26%	2.83%	3.64%	3.83%	37	36	36
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	8,325	8,307	8,296
% Change From Previous Year							0.22%	0.13%	NA

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WATER DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022

	July 31, 2024			Variance	Year to Date	
	Current	Year to	Budget	With Budget -	July 31,	
	Month	Date		Positive	2023	2022
				(Negative)		
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 142,138	\$ 916,554	\$ 981,400	\$ (64,846)	\$ 950,932	\$ 893,437
Commercial	159,210	879,090	857,500	21,590	787,862	966,481
City of Brainerd	16,712	71,627	80,500	(8,873)	80,637	73,223
BPU	10,451	55,162	56,000	(838)	57,445	49,941
Total Utility Revenue	328,511	1,922,433	1,975,400	(52,967)	1,876,876	1,983,082
<u>Other Operating Revenue</u>						
Penalties	2,273	15,725	11,900	3,825	14,028	10,989
Other	585	142,932	12,950	129,982	13,352	14,587
Total Other Operating Revenue	2,858	158,657	24,850	133,807	27,380	25,576
Total Operating Revenue	331,369	2,081,090	2,000,250	80,840	1,904,256	2,008,658
OPERATING EXPENSES						
<u>Production</u>						
Salaries and Wages	29,530	263,075	316,400	53,325	264,809	175,695
Operations and Maintenance	35,190	187,353	159,600	(27,753)	139,869	165,656
Employee Benefits	7,339	87,098	102,900	15,802	96,340	79,034
Other Charges	-	470	350	(120)	568	150
Depreciation	15,200	106,400	156,100	49,700	155,400	158,200
Total Production Expenses	87,259	644,396	735,350	90,954	656,986	578,735
<u>Distribution</u>						
Salaries and Wages	48,782	344,135	348,600	4,465	341,426	255,237
Operations and Maintenance	22,214	123,519	174,650	51,131	205,622	147,572
Employee Benefits	11,540	86,973	116,200	29,227	94,724	84,545
Other Charges	709	23,338	9,450	(13,888)	18,084	11,721
Depreciation	85,400	597,800	483,000	(114,800)	475,300	483,000
Total Distribution Expenses	168,645	1,175,765	1,131,900	(43,865)	1,135,156	982,075
<u>General and Administrative</u>						
Salaries and Wages	22,914	161,955	176,400	14,445	171,909	164,135
Operations and Maintenance	25,216	99,730	118,650	18,920	110,944	115,931
Insurance and Bonds	23,079	41,783	39,900	(1,883)	40,320	29,806
Employee Benefits	8,647	73,919	93,100	19,181	111,861	61,667
Other Charges	14,411	79,508	54,950	(24,558)	55,773	50,903
Depreciation	4,569	31,987	28,000	(3,987)	27,790	36,400
Total Gen. and Admin. Expenses	98,836	488,882	511,000	22,118	518,597	458,842
Total Operating Expenses	354,740	2,309,043	2,378,250	69,207	2,310,739	2,019,652
NET OPERATING INCOME (LOSS)	(23,371)	(227,953)	(378,000)	150,047	(406,483)	(10,994)
NONOPERATING REVENUE						
Interest Revenue - Investments	5,648	16,832	5,600	11,232	14,248	(19,757)
Local Option Sales Tax - Baxter	-	-	203,700	(203,700)	192,768	173,144
Bond Premium	10,490	73,432	86,100	(12,668)	86,153	175,296
Bond Issuance Costs	-	-	-	-	-	-
Interest Expense - Bonds	(25,150)	(163,241)	(176,400)	13,159	(186,536)	(209,728)
Gain on Disposal of Capital Assets	-	832	-	832	-	-
Total Nonoperating Revenue	(9,012)	(72,145)	119,000	(191,145)	106,633	118,955
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	(32,383)	(300,098)	(259,000)	(41,098)	(299,850)	107,961
CAPITAL CONTRIBUTIONS	-	-	-	-	-	-
CHANGE IN NET POSITION	<u>\$ (32,383)</u>	<u>\$ (300,098)</u>	<u>\$ (259,000)</u>	<u>\$ (41,098)</u>	<u>\$ (299,850)</u>	<u>\$ 107,961</u>

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WATER DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022**

	GALLONS SOLD			REVENUE			AVERAGE PER 1,000 GALLONS		
	PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	87,851,952	102,448,602	93,096,530	\$ 916,554	\$ 950,932	\$ 893,437	\$ 10.43	\$ 9.28	\$ 9.60
Commercial	125,849,216	132,264,915	128,136,866	813,075	918,418	827,973	6.46	6.94	6.46
City of Baxter	14,954,000	1,545,000	98,496,000	66,015	3,026	261,672	4.41	1.96	2.66
Total	<u>228,655,168</u>	<u>236,258,517</u>	<u>319,729,396</u>	<u>\$ 1,795,644</u>	<u>\$ 1,872,376</u>	<u>\$ 1,983,082</u>	<u>\$ 7.85</u>	<u>\$ 7.93</u>	<u>\$ 6.20</u>
% Change From Previous Year	<u>-3.22%</u>	<u>-26.11%</u>	<u>NA</u>	<u>-4.10%</u>	<u>-5.58%</u>	<u>NA</u>	<u>-0.91%</u>	<u>27.78%</u>	<u>NA</u>

	% TO TOTAL - GALLONS			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,			PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	38.42%	43.36%	29.12%	51.04%	50.79%	45.05%	4,081	4,067	4,057
Commercial	55.04%	55.98%	40.08%	45.28%	49.05%	41.75%	988	981	972
City of Baxter	6.54%	0.65%	30.81%	3.68%	0.16%	13.20%	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>5,070</u>	<u>5,049</u>	<u>5,030</u>
% Change From Previous Year							<u>0.42%</u>	<u>0.38%</u>	<u>NA</u>

BRAINERD PUBLIC UTILITIES
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION - WASTEWATER TREATMENT DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022

	July 31, 2024			Variance With Budget - Positive (Negative)	Year to Date July 31,	
	Current Month	Year to Date	Budget		2023	2022
OPERATING REVENUES						
<u>Utility Revenues</u>						
Residential	\$ 123,599	\$ 890,006	\$ 878,500	\$ 11,506	\$ 831,050	\$ 809,866
Commercial	78,732	622,745	478,450	144,295	459,244	415,198
Total Utility Revenue	202,331	1,512,751	1,356,950	155,801	1,290,294	1,225,064
<u>Other Operating Revenue</u>						
Penalties	2,998	21,611	16,100	5,511	17,940	15,151
Reimbursement of Expenses - Baxter	77,657	470,211	434,000	36,211	450,992	417,531
Other	647	50,364	3,500	46,864	1,266	4,958
Total Other Operating Revenue	81,302	542,186	453,600	88,586	470,198	437,640
Total Operating Revenue	283,633	2,054,937	1,810,550	244,387	1,760,492	1,662,704
OPERATING EXPENSES						
<u>Treatment</u>						
Salaries and Wages	43,635	263,608	240,800	(22,808)	259,332	283,827
Operations and Maintenance	74,598	521,849	564,550	42,701	600,696	473,748
Employee Benefits	11,474	82,910	84,700	1,790	71,517	78,585
Other Charges	3,408	14,303	23,100	8,797	14,897	26,902
Depreciation	119,200	834,400	826,000	(8,400)	819,000	874,300
Total Treatment Expenses	252,315	1,717,070	1,739,150	22,080	1,765,442	1,737,362
<u>Lift Stations</u>						
Salaries and Wages	8,969	59,306	84,700	25,394	49,583	83,375
Operations and Maintenance	10,561	91,383	110,600	19,217	119,553	115,307
Employee Benefits	2,902	21,695	30,800	9,105	17,682	26,851
Other Charges	399	2,036	1,400	(636)	2,170	1,189
Depreciation	23,000	161,000	156,800	(4,200)	155,400	158,900
Total Collection Expenses	45,831	335,420	384,300	48,880	344,388	385,622
<u>General and Administrative</u>						
Salaries and Wages	20,143	151,023	165,200	14,177	164,485	157,454
Operations and Maintenance	22,470	100,464	78,400	(22,064)	89,957	94,502
Insurance and Bonds	38,515	62,510	44,800	(17,710)	45,012	35,708
Employee Benefits	7,858	66,761	90,300	23,539	106,434	58,171
Other Charges	15,741	89,280	63,000	(26,280)	64,795	50,742
Depreciation and Amortization	3,670	25,690	20,300	(5,390)	20,088	25,900
Total Gen. and Admin. Expenses	108,397	495,728	462,000	(33,728)	490,771	422,477
Total Operating Expenses	406,543	2,548,218	2,585,450	37,232	2,600,601	2,545,461
NET OPERATING LOSS	(122,910)	(493,281)	(774,900)	281,619	(840,109)	(882,757)
NONOPERATING REVENUE						
Interest Revenue - Investments	81,717	226,248	31,500	194,748	81,083	(311,811)
Interest Revenue - Notes Receivable	7,600	48,758	53,900	(5,142)	62,935	74,253
Interest Expense - Bonds	(24,900)	(170,570)	(212,100)	41,530	(202,145)	(230,209)
Bond Premium	712	4,984	4,900	84	5,208	23,569
Local Option Sales Tax - Brainerd	122,087	852,822	858,900	(6,078)	738,120	776,664
Local Option Sales Tax - Baxter	-	-	42,700	(42,700)	92,528	41,595
Federal Grant Revenue - Build America Bond	5,100	19,914	36,400	(16,486)	42,034	47,229
Gain (Loss) on Disposal of Capital Assets	-	-	-	-	-	-
Total Nonoperating Revenue	192,316	982,156	816,200	165,956	819,763	421,290
CHANGE IN NET POSITION	<u>\$ 69,406</u>	<u>\$ 488,875</u>	<u>\$ 41,300</u>	<u>\$ 447,575</u>	<u>\$ (20,346)</u>	<u>\$ (461,467)</u>

**BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WASTEWATER TREATMENT DEPARTMENT
FOR THE SEVEN MONTH PERIOD ENDED JULY 31, 2024, 2023, AND 2022**

	GALLONS PROCESSED PERIOD ENDED JULY 31,			REVENUE PERIOD ENDED JULY 31,			AVERAGE PER 1,000 GALLONS PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	87,296,654	101,668,866	92,382,940	\$ 890,006	\$ 831,050	\$ 809,866	\$ 10.20	\$ 8.17	\$ 8.77
Commercial	96,116,369	92,509,758	93,489,076	622,745	459,244	415,198	6.48	4.96	4.44
City of Baxter	136,662,000	139,299,000	135,164,000	470,211	450,992	417,531	3.44	3.24	3.09
Total	<u>320,075,023</u>	<u>333,477,624</u>	<u>321,036,016</u>	<u>\$ 1,982,962</u>	<u>\$ 1,741,286</u>	<u>\$ 1,642,595</u>	<u>\$ 6.20</u>	<u>\$ 5.22</u>	<u>\$ 5.12</u>
% Change From Previous Year	<u>-4.02%</u>	<u>3.88%</u>	<u>NA</u>	<u>13.88%</u>	<u>6.01%</u>	<u>NA</u>	<u>18.65%</u>	<u>2.05%</u>	<u>NA</u>
	% TO TOTAL - GALLONS PERIOD ENDED JULY 31,			% TO TOTAL - REVENUE PERIOD ENDED JULY 31,			TOTAL METERS IN SERVICE PERIOD ENDED JULY 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	27.27%	30.49%	28.78%	44.88%	47.73%	49.30%	4,062	4,042	4,025
Commercial	30.03%	27.74%	29.12%	31.40%	26.37%	25.28%	848	844	838
City of Baxter	42.70%	41.77%	42.10%	23.71%	25.90%	25.42%	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>4,911</u>	<u>4,887</u>	<u>4,864</u>
% Change From Previous Year							<u>0.49%</u>	<u>0.47%</u>	<u>NA</u>



BRAINERD PUBLIC UTILITIES

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Brainerd Public Utilities Operations Managers Updates September 24, 2024

Water Distribution:

Phase 2: Water System Analysis (In Progress)

This phase will utilize the newly calibrated model to assist in system analysis and operations. The initial analysis of the system has begun for the Riverside Booster Station zone. Additional standard model runs have also been conducted, including pressure and fire flow analysis. Preliminary water age estimates have been developed across the distribution system using the model. The initial results will be reviewed at the progress meeting on September 23, 2024.

9-9-24, we received a report of water coming out of the ground at 915 6th Ave NE. The water distribution crew found the BPU service line was leaking. The crew installed a temporary connection and shut off the service line. They replaced the line and used this project as an opportunity to cross-train three water plant operators.

Climavison:

9-17-24, The Climavison engineering team was working on structural engineering analytics at the state hospital water tower, with the expectation of receiving comments in October.

Hydro:

Flows continue to decrease towards the low flow plan, these flows allows the opportunity to conduct a dive inspection. Our focus will be on the tail race and the upstream side of the powerhouse intake. This data will be utilized for the FREC Part 12 inspection and generation upgrade project. J.F.Brennan Company will be onsite 9-25-24 to perform the inspection.

Flows: August 1st through September 20th - Peak 3900cfs on August 8th , Low 900cfs on September 13th.

Electric Distribution:

Inspections of the underground electric distribution system are being conducted. Crews are focusing on the loads served by the Eagleview and Greenwood step down transformers. This is part of preventive maintenance to ensure the safety and reliability of the electrical system. During the maintenance phase some parts of the underground system will be replaced. This information will help outline the maintenance activities for the 2025 construction season.

9-12-24, Staff had a meeting with Scott Berg, DCT facilities deputy director, and his team from the Minnesota Department of Human Services to discuss the possibility of developing a solar project at the state hospital. The meeting was productive, and it was agreed that this may be a feasible project. Mr. Berg has taken some action items from the meeting and will provide an update once he has gathered the necessary information for further discussion.

OUTAGES

Aug

Location	Date	Meters	Time	Cause	Solution	Staff Involved
1500 block 8th ave	3-Aug	1	30 min	tree on secondary	repaired service line	3
400 block 1st ave	4-Aug	1	3 min	bad connectors	replaced connectors	3
100 block 10th ave NE	5-Aug	1	24 min	tree on secondary	repaired service line	3
1600 block S 7th	5-Aug	1	11 min	bad urd connectors	replaced connectors	3
7000 block Excelsior Rd.	25-Aug	1	1 hr 18 min	bad urd secondary	spliced wire	3



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Brainerd Public Utilities Wastewater Manager's Report September 2024

Lift Station

Ongoing maintenance of wet wells, pumps, generators, and controls for the 17 lift stations. Replaced gate valves, check valves and pumps at both Tyrol and Buffalo Hills Lift Stations. Yearly inspections completed. #3 pump at Evergreen lift was replaced with an unknown condition spare we will be getting quotes for replacement pumps. Ongoing cleaning and painting of main lift pumps and piping as time allows.

Wastewater Treatment Plant

On-call operator tested Wastewater Treatment Facility and lift stations SCADA alarms. Equipment maintenance is ongoing. Replaced Kaeser Compressor at the Sequential Batch Reactor (SBR) building.

Biosolids

Preparing for cropping year 2025 to surface apply 474,000 gallons of biosolids to four MPCA approved sites.

Lab

Sent August 2024 Electronic Daily Monitoring Report. Sampled influent and effluent for Copper and Low-Level Mercury. On going Mercury Minimization, Copper Minimization Plan. Ongoing delegation with Brainerd Significant and Categorical Industrial Users.

Drinking Water

Continuing to update the Lead and Copper program. Ongoing testing for the Optimal Corrosion Control Treatment (OCCT) requirements. Collected the 15 required Coliform samples. Collected samples for disinfection byproducts and sent them to the MDH laboratory for THM (Trihalomethane), and HAA5 (Halo acetic Acids). Responded to 9 residential drinking water concerns.

River crossing

Project is ongoing.

Generators

Test ran Evergreen Lift, Main Lift, SW6th Lift, portable 25KW, 150KW, 45KW and both plant generators. Added fuel where needed. Replaced battery in 45KW generator.

After hours call in

Saturday 9/7/2024 call-out at 1430 hrs. for sludge transfer pump 2 over pressure.

Personnel

Added Jason Gage to the on-call schedule rotation.

August 2024 Wastewater Daily Monitoring Report (DMR)

Wastewater Influent Flows

Brainerd monthly total flow 42,338,000 gallons
Daily average flow 1,366,000 gallons
Baxter monthly total flow 20,772,000 gallons
Baxter daily average flow 670,000 gallons.
Combined monthly total flow 63,395,000 gallons
Combine daily average flow 2,045,000 gallons.
Design capacity-6,000,000 gallons per day

Carbonaceous Biological Oxygen Demand (CBOD)

Brainerd composite monthly average 91 mg/L.
Baxter composite monthly average 194 mg/L.
Combined composite monthly average 191 mg/L. Combined average of 240 mg/L, Total daily pounds 12,000. (Design calculations)

Total Suspended Solids (TSS)

Brainerd composite monthly average 182 mg/L.
Baxter composite monthly average 287 mg/L.
Combined monthly average 301 mg/L. Combine average of 240 mg/L, Total daily pounds 12,000. (Design calculations)

Total Phosphorus Influent (P)

Brainerd monthly average 5.79 mg/L.
Baxter monthly average 7.89 mg/L.
Combine monthly average 5.68 mg/L. Combine monitor only (used for calculation)

Copper Influent (Cu)

Brainerd monthly average 154 ug/L.
Baxter monthly average 141 ug/L.
Combine monthly average 184 ug/L. Combine monitor only (used for calculation)

Mercury Influent (Hg) (July)

Brainerd monthly 146 ng/L.
Baxter monthly 162 ng/L.
Combine monthly 140 ng/L. Combine monthly monitor only (used for mercury minimization plan requirements)

Nitrite+Nitrate Influent (N+N)

1.31 mg/L. Combine monthly monitor only (used for calculations)

Total Kjeldahl Nitrogen Influent (TKN)

40.1 mg/L. Combine monthly monitor only (used for calculations)

Wastewater Effluent Flows

Monthly total flow 64,778,000 gallons

Carbonaceous Biological Oxygen Demand Effluent (CBOD)

21.65 kg/d CBOD monthly average 296 kg/d monthly maximum average
28.80 kg/d CBOD maximum calendar week average 473 kg/d maximum calendar week average
2.72 mg/L CBOD monthly average 25 mg/L maximum monthly average
3.65 mg/L CBOD calendar week average 40 mg/L maximum calendar week average
99% CBOD removal 85% minimum removal required

Total Suspended Solids Effluent (TSS)

61.06 kg/d TSS monthly average 355 kg/d maximum monthly average
97.50 kg/d TSS calendar week average 533 kg/d maximum calendar week average

Total Suspended Solids Effluent (TSS)

7.69 mg/L. TSS monthly average **30 mg/L maximum monthly average**
97% TSS removal **85% minimum removal**

Total Phosphorus Effluent (P)

1.53 kg/y phosphorus monthly average
1945 kg/y phosphorus 12-month moving total **8278 kg/y for the 12-month moving total**
0.716 mg/L phosphorus 12-month moving average **1.0 mg/L for the 12-month moving average**

Copper Effluent (Cu)

18 ug/L copper monthly average **235 ug/L maximum month average**
25.8 ug/L copper daily maximum **581 ug/L daily maximum**

Mercury Effluent (Hg) (July)

0.510 ng/L mercury monthly average **6.9 ng/L maximum monthly average**
1.94 ng/L mercury daily maximum **11.95 ng/L daily maximum**

Nitrite+Nitrate Effluent (N+N)

3.79 mg/L N+N monthly average **monitor only (used for calculation)**

Ammonia Nitrogen Total (N)

<0.100 mg/L Ammonia Nitrogen Total monthly average **monitor only (used for calculation)**

Total Kjeldahl Nitrogen (TKN) Effluent

1.56 mg/L TKN monthly average **monitor only (used for calculation)**

Perfluorooctane Sulfonate Effluent (PFOS) (Sept)

9.02 ng/L PFOS quarterly average **287 ng/L maximum quarterly average**
9.02 ng/L PFOS daily maximum **497ng/L daily maximum**

Fecal Effluent (Most Probal Number) Geometric Mean (April – October)

10 organisms per 100 milliliters **<=200 geometric mean**

Biosolids Process Analysis

2,703,000 gallons Waste Activated Sludge (WAS) Average 0.5% solids.
2,683,000 gallons Gravity Belt Thickeners (GBT) Average 7% solids.
2,635,000 gallons Filtrate return to headworks

5.03% average raw feed to Primary Digesters
80.65 % volatile raw feed solids to Primary Digesters
3.28% average solids in Primary Digesters
67.85% average volatile solids in Primary Digesters

493,000 gallons in Biosolids Storage Tank at 2.61% solids.

53% Average Volatile Solids reduction **38% minimum volatile solids reduction required for land application of biosolids.**

Concentration

1 mg/L = 1 milligram per liter = 1 part per million
1 ug/L = 1 microgram per liter = 1 part per billion
1 ng/L = 1 nanogram per liter = 1 part per trillion

Loading

kg/d = kilogram per day
kg/y = kilogram per year



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Brainerd Public Utilities Water Production Department Report September 2024

August 2024 Water Pumping Statistics

Water pumped to North distribution system was 56.901 MG for an average of 1.836 MGD. Water pumped to South distribution system was 7.263 MG for an average of 0.234 MGD. Chemical usage averages for the month: 4.93 gallons of fluoride per day (\$37.94), 11.27 gallons of caustic soda per day (\$122.44), 12.14 gallons of orthophosphate per day (\$200.67), and 34.45 pounds of chlorine per day (\$13.09). Went through 7 filter backwash events while using an average of 0.466 MG for each event.

Wells

All wells performing as expected.

Filtration Plant

Executing new backwash procedures to update Operations Manual.

Booster Pump Stations

Riverside booster station and Lum Park booster station continue to perform as expected.

Filter plant media replacement

We received the balance of the order for filter media needed to replace the existing media in Catalyzer #2 on August 29, 2024.

Minnesota Department of Health Sanitary Survey

MDH Sanitary Survey with the District Engineer for our region on August 29, 2024, Waiting for the written report.

Miscellaneous Water Sample collection for Minnesota Department of Health analysis

During the week of August 26, 2024 BPU staff collected and sent samples to MDH for analysis. Samples to be analyzed were: Fluoride, Nitrate, and Disinfection By-products.