



PUBLIC UTILITIES COMMISSION AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, March 25, 2025 @ 9:00 AM

The public is invited to attend these meetings in person

Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and Amazon FireTV

1. **Call To Order**

2. **Roll Call**

___ M. Higgins ___ D. Matten ___ M. O'Day ___ M. Angland

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. **Approve Final Payment to Magney Construction Inc. for 2M Gallon Reservoir Project
\$5,369.83**

D. **Discuss Susan Hardman Training - Chemical Hazards and Hazard Communication Training**

E. **Approve 2025 Cogeneration and Small Power Production Rate Schedule**

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**

1. Recommend Hiring Second Laborer Position
2. Recommend Backfilling Meter Service Worker Position

- B. **Finance/Operations Committee**
- 8. **Unfinished Business**
(See attached separate memo regarding updates on unfinished business)
 - A. **Memo**
- 9. **New Business**
 - A. **Conduct Public Hearing related to the Project Priority List application on Main Lift Station**
 - B. **Consider Request from Customer for Credit of Wastewater Treatment and Collection Charges**
- 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 February 25, 2025.

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

Commission Roll Call

Mike Angland – Present

Dolly Matten – Present

Mark O'Day – Absent

Mike Higgins – Present

Utility Staff Present

Public Utilities Director

Finance Manager

Operation Manager

Water/Wastewater Manager

Business Office Supervisor

Recording Secretary

Recording Secretary

Christopher Evans

Danny Loch

Trent Hawkinson

Charlie Gammon

Jana Pernula

Mandy Selisker

Becky Ridlon

Others in Attendance

HR Director

Public Works Director

Community Development Director

Technology Director

City Council Liaison

Bolton & Menk

Bolton & Menk

Widseth

City of Baxter

City of Baxter

Citizen

Citizen

Kris Schubert

Mike Habighorst

James Kramvik

Shawn Strong

Jeff Czczok

Morgan Salo, PE

Mac Graupman

Bill Westerberg, PE

Brad Chapulis

Trevor Walters

Brian Timmers

Heidi Anderson

Commissioner Angland opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Commissioner Angland added three new business items into the agenda.

- C. Discuss backfilling of line worker position.
- D. Discuss business district incentives recommendation.
- E. Discuss Frozen water lines.

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Motion by Commissioner Higgins and seconded by Commissioner Matten to approve the amended agenda. There was a unanimous vote in favor of the motion. Motion carried.

Approval of Consent Items

Motion by Commissioner Higgins and seconded by Commissioner Matten to approve the minutes from January 28th, 2025, regular monthly meeting and current month's bills. There was a unanimous roll call vote in favor of the motion. Motion carried.

Public Forum

None

Commission Committee Reports

Personnel

None

Finance/Operations Committee

Commissioner Higgins presented

- Discuss ClimaVision Lease:

Higgins expressed interest in building in reimbursement of staff time into the lease and reviewing Right-Of-Way (ROW) disclosures. Operation Manager Hawkinson discussed minimal staff time during the installation due to having a 3rd party overseeing the installation. ClimaVision indicated that this cost could potentially be incorporated into the lease.

The consensus of the Commission board is to have the City attorney review lease language and draft lease to be reviewed by operation policy committee and commission for final review.

Motion by Commissioner Higgins and seconded by Commissioner Matten to authorize staff to move forward with negotiating a lease between the commission and ClimaVision for the installation and attachment of a weather radar at the state hospital site. There was a unanimous vote in favor of the motion. Motion carried.

Public Utilities Director Christopher Evans presented report

- Discuss AEP Updates and Approve Sale of Excess Capacity.

Motion by Commissioner Higgins and seconded by Commissioner Matten to move forward with staff recommendations of selling the excess capacity prior to reaching the open market and coordinating the sale with AEP to secure the guaranteed price.

Approve Baxter Wholesale Rate - See board packet for agenda request.

Commissioner Higgins presented report

Motion by Commissioner Higgins to approve Staff recommendation coming out of committee to maintain simplicity for billing and achieve the committee's desire is to bill Baxter's use at \$4.92/1,000 gallons and credit any usage through October 1st up to 89 million gallons at \$1.60/1,000 (equating to a \$3.32/1,000 wholesale rate). This credit payment would be paid out by December 31, 2025. If Baxter did

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not use 89 million gallons, the rate would remain at \$4.92. There was no second in favor of the motion. Motion failed.

Discussion:

Matten disagreed with the 89-million-gallon requirement, and the proposed rate. Angland agreed he as well was concerned about tying up their cash flow. Matten would be open with negotiating a fairer rate that aligns with the City of Baxter selling rates of \$3.86/per thousand gallons. Higgins expressed concern with the increased stress on our current infrastructure and wells.

Evans explained the initial rate calculated (\$3.32) includes a percentage for fund reserves, operating margin, consumer price index adjustment, and debt service above the production cost.

Trevor Walter's from the City of Baxter Discussed a potential start date of May, as well as the minimum requirement of 89 million gallons was not a concern of theirs.

Motion by Commissioner Matten (Angland passed the gavel to Higgins) and seconded by Commissioner Angland to approve selling water at a wholesale rate of \$3.32 per thousand gallons with no minimums or maximums. There was a vote with Matten and Angland in favor and Higgins opposed. Motion carried.

Schedule Public Hearing: Project Priority List (PPL) Request Main Lift Station Improvements.

Public Utilities Director Christopher Evans presented report

Motion by Commissioner Higgins and seconded by Commissioner Matten to approve staff recommendations of moving forward with the submission to the PPL by March 7, 2025, for main lift station improvements, and to schedule a public hearing which will be held at the next regularly scheduled commission meeting.

Discuss Twilio Outage Notification Roll Out.

Finance Manager Loch presented report

- Hawkinson reiterated this is for residential customers not commercial customers at this time.
- Loch noted the financial impact for this initial roll out will be a minimal cost of \$500.00 dollars for outage updates only.
- Hawkinson noted this will be for customers that receive the bill and would be getting the updates unless they opt out.
- Higgins and Angland noted they are in favor of educational updates for customers. Hawkinson clarified that Twilio will be tied into the electric metering system but other options for education can be utilized for the future.

Unfinished Business - See board packet for staff memo.

Bolton & Menk Morgan Salo, PE presented presentation.

- Accept Bolton and Mink inc. proposal related to 20-year Wastewater Assessment – See board packet for presentation.

Discussion included:

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- PFAS (Per- and polyfluoroalkyl substances) within the bio-solids process.
- Timeline for facility planning, Process to apply for funding and Capitol bonding request.

Motion by Commissioner Matten and seconded by Commissioner Higgins to accept staff recommendations, accepting the final draft of the proposed 20-year wastewater use and needs assessment and to direct staff to schedule a Joint Wastewater Management Board meeting to discuss the findings of the report.

Commissioner Angland and Water/Wastewater Manager Gammon discussed reviewing the assessment report with the Joint Wastewater Management Board and the City of Baxter before accepting and moving forward.

Matten withdrew her motion, Higgins agreed, no action taken.

Further discussion included:

- Total project costs range from \$60-\$100 million, with cost sharing between BPU and the City of Baxter.
- The current budget for engineering costs and intent for fee structure to the City of Baxter, will be discussed at the Joint Wastewater Management Board meeting.
- Higgins and Angland stressed the urgency for this project and future planning.

Motion by Commissioner Matten and seconded by Commissioner Higgins to adjourn to the Joint Wastewater Management Board Meeting to occur in March once date is set with public notice given. There was a unanimous vote in favor of the motion. Motion carried.

New Business

Authorize Change in Bank Signers -See board packet for agenda request.

Finance Manager Danny Loch Presented

Motion by Commissioner Matten and seconded by Commissioner Higgins to authorize staff to change the authorized signers with the bank removal of Commissioner Matten and adding Commissioners Angland and O'Day. There was a unanimous vote in favor of the motion. Motion carried.

Consider Customer Credit Request- See board packet for agenda request.

Finance Manager Danny Loch presented the report.

Motion by Commissioner Higgins and seconded by Commissioner Matten to authorize staff to credit the treatment and collection fees for the water pumped not entering the collection or treatment system. There was a unanimous vote in favor of the motion. Motion carried.

Backfill lineman position

Public Utilities Director Christopher Evans referred to HR Director Kris Schubert for an update.

- Schubert discussed already budgeted positions don't need to get approval from the commission.
- Non budgeted, new positions can have a recommendation from the Commission to City Council.

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Business district incentive recommendation - See board packet for agenda request.

Discussion included:

Community Development Director Kramvik reviewed recent changes to the Central District Incentive Policy.

- The current policy waives all SAC (Sewer Availability Charges) WAC (Water Availability Charges) fees. Concerns previously raised by commission were discussed but not incorporated into the policy. A formal motion was recommended by Kramvik to bring to City Council.
- Matten expressed concern with not seeing a map of the affected area to fully understand the financial impact.
- Matten reiterated that she is not an advocate of just waiving fees. Maintenance of current infrastructure and potential upgrades are all needed to be considered in this policy.
- Angland emphasized that in addition to providing a motion with their recommendation a conversation and financial report may be beneficial.

Higgins abstained. Angland passed the gavel to Higgins.

Motion by Commissioner Angland and seconded by Commissioner Matten to recommend to Council to allow the Commission the opportunity to discuss waiving SAC/WAC fees on a project that exceeds \$150,000 There was a vote with Matten and Angland in favor. Motion carried.

Discuss Frozen water service lines Policy 2024-01-See board packet for agenda request.

Finance Manager Danny Loch reviewed policy.

- City Council Liaison Jeff Czezok asked why this approved policy is being brought to the attention of the commission? Loch stated concerns from customers is the reason to bring to commission board to review.
- Evans stated in this policy running water to prevent water pipes from bursting is not reimbursed.
- Higgins agreed with this policy and would like to educate our customers more if needed.
- Hawkinson discussed the new installation when we inspect the new service lines, we need to make sure the contractors have the lines installed to the proper depths.

BPU property owner, Heidi Anderson at 9303 Virginia Street addressed the Commission.

Anderson expressed concern that in prior years BPU or a Plumber would be able to assist with frozen lines. Anderson wants to know what her options are.

- Option purpose was running a temporary line connecting to a neighbor. This would be initiated through a plumber by the homeowner.
- Inspections of water line installations were conducted by City staff in the past, documentation of this can be obtained from City Hall.
- Hawkinson will be following up with Heidi Anderson after meeting today to discuss.
- Matten encouraged Anderson to assess the water line in the summer to determine preventive options for the future.

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Staff Reports

City Administrator Report

None

City Council Liaison Report

Czeczok thanked the Commission for having the meeting at the City Hall in the Council Chambers.

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

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

Manager's Reports

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

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

Commission Members – Reports -*see board packet for report.*

Commissioner Higgins reported on the following:

- Looking forward to taking a tour.

Commissioner Matten reported on the following:

- Requested the tours be combined as needed to make it easier on staff.

Adjournment

Motion by Commissioner Angland and seconded by Commissioner Matten to adjourn the meeting and adjourn to wastewater management board meeting, there was a unanimous vote in favor of the motion. Motion carried at 10:52 AM.

Mike Angland, Commission President

Danny Loch, Finance Manager/Secretary



Brainerd Public Utilities, MN

Board Packet Check Report

By Check Number

Date Range: 02/22/2025 - 03/20/2025

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						
03112	Eptura Inc.	02/24/2025	EFT	0.00	5,286.98	229
INV-58044	Invoice	02/21/2025	Annual Subscription: 02/01/25-01/31/26	0.00	5,286.98	
00140	AEP ENERGY PARTNERS, INC.	03/19/2025	EFT	0.00	1,305,163.18	231
175-21545222	Invoice	03/18/2025	Invoice Period: 02/01/2025-02/28/2025	0.00	1,305,163.18	
07343	Gridiron Generation HoldCo, LLC	03/19/2025	EFT	0.00	54,412.75	232
INV-0477	Invoice	03/18/2025	Invoice Period: 02/01/2025 - 02/28/2025	0.00	54,412.75	
05334	Lakes Area Lock & Door, Inc.	02/24/2025	Regular	0.00	-357.70	83176
08410	SCR-NORTHERN	03/03/2025	Regular	0.00	3,290.62	83383
W53369	Invoice	03/03/2025	PUR WW DIGESTER - SCR	0.00	3,290.62	
00060	AAA EQUIPMENT CENTER	03/07/2025	Regular	0.00	69.95	83384
121614	Invoice	03/07/2025	PUR AAA EQUIP INVOICE	0.00	69.95	
00105	ACE HARDWARE-BRAINERD	03/07/2025	Regular	0.00	15.37	83385
330594	Invoice	03/07/2025	PUR FEB ACE INVOICES 02	0.00	15.37	
00250	AMARIL UNIFORM COMPANY	03/07/2025	Regular	0.00	1,068.49	83386
IV274219	Invoice	03/07/2025	PUR AMARIL INVOICE	0.00	1,068.49	
00337	AMERICAN WELDING & GAS INC	03/07/2025	Regular	0.00	138.33	83387
0010678908	Invoice	03/07/2025	PUR FEB AWG INVOICES 02	0.00	86.37	
0010701935	Invoice	03/07/2025	PUR FEB AWG INVOICES 03	0.00	51.96	
00670	BARR ENGINEERING CO	03/07/2025	Regular	0.00	18,686.00	83388
23181016.06-36	Invoice	03/07/2025	Support for Hydroelectric Project	0.00	10,002.50	
23181016.08-10	Invoice	03/07/2025	Design of Powerhouse Units 4 & 6 Upgrad...	0.00	8,683.50	
00692	BATTERIES PLUS # 035	03/07/2025	Regular	0.00	93.50	83389
P80443641	Invoice	03/07/2025	PUR FEB INVOICES BATTERIES PLUS	0.00	93.50	
00730	BERT'S TRUCK EQUIPMENT OF MOORHEAD	03/07/2025	Regular	0.00	10,585.12	83390
S102311	Credit Memo	03/07/2025	Credit: Dondelinger Inv 138409/Rear Cam...	0.00	-524.88	
W106013	Invoice	03/07/2025	PUR BERT SNOWPLOW FOR WW TRUCK	0.00	11,110.00	
00735	Best Oil, LLC	03/07/2025	Regular	0.00	3,619.46	83391
39422	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	474.00	
39569	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	541.50	
39570	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	760.00	
9528	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	606.97	
9529	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	501.42	
9530	Invoice	03/07/2025	PUR FEB BEST OIL INVOICES 02	0.00	735.57	
00825	BORDER STATES ELECTRIC	03/07/2025	Regular	0.00	345.86	83392
929892807	Invoice	03/07/2025	INV fuses	0.00	187.20	
929892823	Invoice	03/07/2025	PUR MILWAUKEE AERIAL TOOL APRON	0.00	158.66	
00590	CLARK BACKSTROM	03/07/2025	Regular	0.00	135.00	83394
02/18/2025 Safet...	Invoice	03/07/2025	Reimburse Safety Boots @ 50%	0.00	135.00	
02210	CLIFTONLARSONALLEN, LLP	03/07/2025	Regular	0.00	1,155.00	83395
L251091175	Invoice	03/07/2025	2024 Audit: Progress Billing #2	0.00	1,155.00	
02785	DACOTAH PAPER CO	03/07/2025	Regular	0.00	961.17	83396
3120	Credit Memo	03/07/2025	Credit: Vinyl Gloves	0.00	-34.59	

Board Packet Check Report

Date Range: 02/22/2025 - 03/20/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
70209	Invoice	03/07/2025	PUR FEB DACOTAH PAPER INVOICE	0.00	995.76	
10219	ENVIRONMENTAL SYSTEMS RESEARCH INSTITU	03/07/2025	Regular	0.00	11,300.00	83397
94908063	Invoice	03/07/2025	Enterprise Agreement Fee: 2/14/25-02/1...	0.00	11,300.00	
03282	FERGUSON WATERWORKS #2518	03/07/2025	Regular	0.00	17,127.20	83398
0543057	Invoice	03/07/2025	PUR ALUM HATCH ASSEMBLY	0.00	17,127.20	
03687	GOODIN COMPANY	03/07/2025	Regular	0.00	211.24	83399
6676801-00	Invoice	03/07/2025	PUR FEB GOODIN INVOICES	0.00	98.97	
6676801-01	Invoice	03/07/2025	PUR FEB GOODIN INVOICES	0.00	112.27	
03699	GRAINGER	03/07/2025	Regular	0.00	210.59	83400
9413030082	Invoice	03/07/2025	PUR FEB GRAINGER INVOICES	0.00	188.33	
9420686611	Invoice	03/07/2025	PUR FEB GRAINGER INVOICES 02	0.00	22.26	
04326	HY VIZ INCORPORATED	03/07/2025	Regular	0.00	2,519.25	83401
TYL-1492	Invoice	03/07/2025	INV HYDRANT FLAGS	0.00	2,519.25	
04555	INTEGRATED PROTECTION SYSTEMS, INC.	03/07/2025	Regular	0.00	46,789.12	83402
84757	Invoice	03/07/2025	Coolld Storage: Progress Inv #1 - 50% for p...	0.00	7,558.40	
84759	Invoice	03/07/2025	WWT Building 50: Progress Inv #1 - 50% fo...	0.00	5,237.18	
84760	Invoice	03/07/2025	WWT Building 85: Progress Inv. #1 - 50% f...	0.00	5,237.18	
84761	Invoice	03/07/2025	Service Center: Progress Inv #1 - 50% for p...	0.00	17,212.12	
84762	Invoice	03/07/2025	SBR: Progress Inv #1 - 50% for parts	0.00	5,104.78	
84763	Invoice	03/07/2025	WWt Building 20: Progress Inv #1 - 50 % f...	0.00	6,439.46	
06198	Iowa Pump Works, LLC.	03/07/2025	Regular	0.00	3,951.00	83403
INV026849	Invoice	03/07/2025	PUR WW PUMP AND MOTOR REPLACEME...	0.00	3,951.00	
04613	JACO ANALYTICAL, INC.	03/07/2025	Regular	0.00	21.00	83404
E5BR12	Invoice	03/07/2025	PUR FEB JACO TESTING INVOICES	0.00	21.00	
04547	JEFFERY INNES	03/07/2025	Regular	0.00	83.98	83405
02/13/2025 Safet...	Invoice	03/07/2025	Reimburse Safety Boots @ 50%	0.00	83.98	
04310	Joshua James Moser	03/07/2025	Regular	0.00	520.00	83406
01/29/2025	Invoice	03/07/2025	PUR FEB HONEY WAGON INVOICES	0.00	260.00	
02/19/2025	Invoice	03/07/2025	PUR FEB HONEY WAGON INVOICES	0.00	260.00	
05976	MIDWEST MACHINERY CO.	03/07/2025	Regular	0.00	229.45	83407
10364911	Invoice	03/07/2025	PUR FEB MIDWEST MACHINERY INVOICE	0.00	229.45	
06556	MPOWER TECHNOLOGIES, INC.	03/07/2025	Regular	0.00	206.25	83408
6044	Invoice	03/07/2025	mPower Customer Support Services	0.00	206.25	
06790	NAPA AUTO PARTS BAXTER	03/07/2025	Regular	0.00	1,557.55	83409
783165	Invoice	03/07/2025	PUR FEB NAPA INVOICES 02	0.00	97.13	
784009	Invoice	03/07/2025	PUR FEB NAPA INVOICES 02	0.00	272.43	
784662	Invoice	03/07/2025	PUR FEB NAPA INVOICES 02	0.00	394.27	
784834	Invoice	03/07/2025	PUR FEB NAPA INVOICES 02	0.00	745.76	
785337	Invoice	03/07/2025	PUR FEB NAPA INVOICES 02	0.00	47.96	
06985	NCL OF WISCONSIN, INC	03/07/2025	Regular	0.00	490.85	83410
515907	Invoice	03/07/2025	PUR DIGITAL THERMOMETER	0.00	490.85	
07335	OFFICE SHOP	03/07/2025	Regular	0.00	276.66	83411
AR1887235	Invoice	03/07/2025	Copier Lease: 20079 / C130479-001	0.00	276.66	
07642	PITNEY BOWES BANK INC. PURCHASE POWER	03/07/2025	Regular	0.00	75.00	83412
02/16/2025 Stat...	Invoice	03/07/2025	SUBSCRIPTION: 0041413034/ACCT#8000-...	0.00	75.00	
07920	QUALITY FLOW SYSTEMS, INC.	03/07/2025	Regular	0.00	16,085.79	83413
48474	Invoice	03/07/2025	PUR FL SPARE PUMP PARTS	0.00	4,395.79	
48475	Invoice	03/07/2025	PUR LIFT STATION SPARE CONTROLLERS 0...	0.00	11,690.00	

Board Packet Check Report

Date Range: 02/22/2025 - 03/20/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
08058	RESCO	03/07/2025	Regular	0.00	1,415.34	83414
3062891	Invoice	03/07/2025	INV ELEC METER BASE U2594-X/E2872-XT-...	0.00	1,415.34	
08895	STUART C. IRBY CO	03/07/2025	Regular	0.00	603.23	83415
S014169690.001	Invoice	03/07/2025	PUR ELEC HOTSTICK STICKERS	0.00	171.93	
S014171942.001	Invoice	03/07/2025	INV BAYONET FUSES	0.00	309.00	
S014186440.001	Invoice	03/07/2025	PUR SEL C662#102 SERIAL CABLE 15'	0.00	122.30	
03710	Superior Capital Holdings, Inc	03/07/2025	Regular	0.00	124.74	83416
2502264	Invoice	03/07/2025	PUR ANTENNA FOR NEW TRUCK	0.00	124.74	
10040	TEST-RIGHT, LLC	03/07/2025	Regular	0.00	684.00	83417
1048	Invoice	03/07/2025	PUR RUBBER BLANKET TESTING	0.00	684.00	
00785	TROY J BLOCK	03/07/2025	Regular	0.00	28.05	83418
02/21/2025	Invoice	03/07/2025	Meal Reimbursement: 02/21/2025	0.00	28.05	
00340	Vestis Group, Inc.	03/07/2025	Regular	0.00	67.62	83419
2530374030	Invoice	03/07/2025	PUR FEB VESTIS INVOICES 02	0.00	33.81	
2530376518	Invoice	03/07/2025	PUR FEB VESTIS INVOICES 02	0.00	33.81	
09663	VIKING ELECTRIC SUPPLY, INC	03/07/2025	Regular	0.00	783.26	83420
S008906218.001	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	6.68	
S008907904.001	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	388.09	
S008910259.001	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	238.72	
S008910259.002	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	36.22	
S008913274.001	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	40.52	
S008918801.001	Invoice	03/07/2025	PUR FEB VIKING INVOICES 02	0.00	73.03	
09899	WESCO RECEIVABLES CORP	03/07/2025	Regular	0.00	67.42	83421
516262	Invoice	03/07/2025	PUR SLINGS AND STRAPS	0.00	67.42	
00075	A W RESEARCH	03/13/2025	Regular	0.00	3,836.64	83422
68432	Invoice	03/13/2025	PUR FEB AW TESTING INVOICES	0.00	756.00	
68434	Invoice	03/13/2025	PUR FEB AW TESTING INVOICES	0.00	3,080.64	
10188	ALPENGLOW TECHNOLOGIES, LLC	03/13/2025	Regular	0.00	400.00	83423
11349	Invoice	03/13/2025	Monthly IT Billing: 03/2025	0.00	400.00	
00250	AMARIL UNIFORM COMPANY	03/13/2025	Regular	0.00	831.62	83424
IV274597	Invoice	03/13/2025	PUR AMARIL INVOICE	0.00	831.62	
00226	AMERICAN DOOR WORKS	03/13/2025	Regular	0.00	364.85	83425
03-017758	Invoice	03/13/2025	PUR AMERICAN DOOR WORKS INVOICE	0.00	364.85	
00497	AUTO VALUE	03/13/2025	Regular	0.00	443.91	83426
17371238	Invoice	03/13/2025	PUR AUTOVALUE INVOICES	0.00	14.95	
17371238 - Int	Invoice	03/13/2025	Late Payment - Interest Penalty on 17371...	0.00	0.22	
17371239	Invoice	03/13/2025	PUR AUTOVALUE INVOICES	0.00	18.16	
17371239 - Int	Invoice	03/13/2025	Late Payment - Interest Penalty on 17371...	0.00	0.27	
17372444	Invoice	03/13/2025	PUR AUTOVALUE INVOICES	0.00	224.37	
1737246	Invoice	03/13/2025	PUR AUTOVALUE INVOICES	0.00	185.94	
00820	BOLTON & MENK, INC.	03/13/2025	Regular	0.00	42,098.50	83427
0355281	Invoice	03/13/2025	WTP Filter Backwash Reclaim	0.00	40,719.00	
0357726	Invoice	03/13/2025	Water Treatment Improvements	0.00	1,379.50	
00825	BORDER STATES ELECTRIC	03/13/2025	Regular	0.00	8,532.61	83428
929950711	Invoice	03/13/2025	PUR WW PUSH BUTTON	0.00	704.72	
929974803	Invoice	03/13/2025	INV MISC SEC WIRE QUOTE	0.00	6,189.72	
929974815	Invoice	03/13/2025	INV #12 WIRE	0.00	707.68	
929991403	Invoice	03/13/2025	INV EC0060	0.00	455.04	
929991413	Invoice	03/13/2025	INV EC0012 WIRE	0.00	475.45	
01805	CENTERPOINT ENERGY	03/13/2025	Regular	0.00	4,037.46	83429

Board Packet Check Report

Date Range: 02/22/2025 - 03/20/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
8000014432-1-02...	Invoice	03/13/2025	MONTHLY GAS BILL - WTR PROD/WTR DIS...	0.00	4,037.46	
03635	CHARLES GAMMON	03/13/2025	Regular	0.00	85.00	83430
02/03/2025 - Re...	Invoice	03/13/2025	Reimburse: Registration @ MWOA Confer...	0.00	85.00	
01890	CHARTER COMMUNICATIONS	03/13/2025	Regular	0.00	1,288.43	83431
175590201030125	Invoice	03/13/2025	TV SERVICE	0.00	39.43	
237487601030125	Invoice	03/13/2025	Fiber Internet 500Mbps	0.00	1,249.00	
02025	CITY OF BRAINERD	03/13/2025	Regular	0.00	19,550.08	83432
25-005634	Invoice	03/13/2025	2023 Completed Construction Projects: M...	0.00	19,550.08	
02556	CORE & MAIN LP	03/13/2025	Regular	0.00	6,402.67	83433
W231135	Invoice	03/13/2025	INV WM0020 3/4 IPERL	0.00	6,402.67	
04097	CORY HENNINGSON	03/13/2025	Regular	0.00	50.16	83434
02/28/2025 - Re...	Invoice	03/13/2025	Reimburse: Outage Meal	0.00	50.16	
10301	Danny Loch	03/13/2025	Regular	0.00	10.00	83435
03/05/2025 Rei...	Invoice	03/13/2025	Reimburse: Parking for MRWA Conference	0.00	10.00	
02955	DONDELINGER INCORPORATED	03/13/2025	Regular	0.00	41.09	83436
48403	Invoice	03/13/2025	PUR FEB DONDELINGER INVOICE	0.00	41.09	
03695	GOPHER STATE ONE-CALL	03/13/2025	Regular	0.00	18.90	83438
5020111	Invoice	03/13/2025	GSOC TICKETS: 02/2025	0.00	18.90	
04050	HAWKINS INC.	03/13/2025	Regular	0.00	10,626.90	83439
7000196	Invoice	03/13/2025	PUR FEB HAWKINS INVOICES 02	0.00	10,626.90	
04547	JEFFERY INNES	03/13/2025	Regular	0.00	16.00	83440
03/04-03/05 Rei...	Invoice	03/13/2025	Reimburse: Parking at MRWA Conference	0.00	16.00	
09949	Kathy J Binder	03/13/2025	Regular	0.00	256.00	83442
13712	Invoice	03/13/2025	Engraved Plates: Commission	0.00	256.00	
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET	03/13/2025	Regular	0.00	1,509.43	83443
90407248	Invoice	03/13/2025	MONTHLY ENDPOINT FEE: 03/2025	0.00	1,509.43	
05530	LEAGUE OF MN CITIES INS. TRUST WC	03/13/2025	Regular	0.00	18,252.75	83444
10002612-WC-Q2...	Invoice	03/13/2025	ACCT: 10002612-WORK COMP - Q2 2025	0.00	18,252.75	
06080	MILSOFT UTILITY SOLUTIONS	03/13/2025	Regular	0.00	5,593.81	83446
20251540	Invoice	03/13/2025	WindMil/LightTable Support: 04/2025-03/...	0.00	5,593.81	
06125	MINNESOTA DEPT OF COMMERCE	03/13/2025	Regular	0.00	4,841.01	83447
1000052833	Invoice	03/13/2025	INDIRECT ASSESSMENT: #217 - Q4 2025	0.00	4,841.01	
06141	MINNESOTA DEPT OF HEALTH	03/13/2025	Regular	0.00	12,471.00	83448
1180002-Q1 2025	Invoice	03/13/2025	System:118002 - Wtr Supply Connection F...	0.00	12,471.00	
06190	MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	03/13/2025	Regular	0.00	1,815.00	83449
65695	Invoice	03/13/2025	Substation School: B. Yaunick / B. Seieroe	0.00	1,210.00	
65720	Invoice	03/13/2025	Substation School: T. Malloy	0.00	605.00	
06205	MINNESOTA POWER	03/13/2025	Regular	0.00	1,255.76	83450
257438092926	Invoice	03/13/2025	Oakridge Substation: 3H1 Switch - Service...	0.00	1,255.76	
10147	NATHAN WILLIAM DYKES	03/13/2025	Regular	0.00	760.04	83451
12693	Invoice	03/13/2025	PUR MIDWEST FLOCAL	0.00	760.04	
10341	National Conductor Inc	03/13/2025	Regular	0.00	31,211.38	83452
5858	Invoice	03/13/2025	PUR OAKRIDGE SUBSTATION MATERIAL	0.00	31,211.38	
07110	NORTHERN SAFETY TECHNOLOGY, INC	03/13/2025	Regular	0.00	286.55	83454
59020	Invoice	03/13/2025	PUR NST FEB INVOICE	0.00	286.55	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
07335	OFFICE SHOP	03/13/2025	Regular	0.00	1,471.44	83455
1151878-0	Invoice	03/13/2025	OFFICE SUPPLIES	0.00	165.10	
1151878-1	Invoice	03/13/2025	OFFICE SUPPLIES	0.00	6.36	
1151878-2	Invoice	03/13/2025	OFFICE SUPPLIES: Toner	0.00	214.66	
1151899-0	Invoice	03/13/2025	OFFICE SUPPLIES: Toner	0.00	214.66	
1152332-0	Invoice	03/13/2025	PUR SC TABLES	0.00	726.43	
335262-0	Invoice	03/13/2025	COPIER/PRINTER MAINTENANCE: Business...	0.00	144.23	
07339	ONLINE INFORMATION SERVICES, INC.	03/13/2025	Regular	0.00	153.92	83456
1312200	Invoice	03/13/2025	ONLINE UTILITY EXCHANGE REPORT: 02/2...	0.00	153.92	
10388	Patrick J Kelly	03/13/2025	Regular	0.00	6,103.45	83457
BMS No. 24-PN-0...	Invoice	03/13/2025	BMS Case No.: 24-PN-0860 - IBEW #31 & C...	0.00	6,103.45	
10225	POMP'S TIRE SERVICE INC.	03/13/2025	Regular	0.00	31.80	83458
2280007623	Invoice	03/13/2025	PUR MARCH POMPS INVOICES	0.00	31.80	
09199	TECH SALES CO.	03/13/2025	Regular	0.00	13,414.00	83460
328617	Invoice	03/13/2025	PUR TECH SALES ISCO SAMPLER	0.00	13,414.00	
09728	WASTE PARTNERS	03/13/2025	Regular	0.00	1,534.40	83461
52X01146	Invoice	03/13/2025	TRASH/RECYCLING SERVICE: ACCT#242053	0.00	1,534.40	
09899	WESCO RECEIVABLES CORP	03/13/2025	Regular	0.00	7,035.75	83462
518483	Invoice	03/13/2025	INV MISC WIRE ORDER	0.00	3,080.00	
520141	Invoice	03/13/2025	INV MISC WIRE ORDER	0.00	3,900.00	
523110	Invoice	03/13/2025	INV MISC ELEC	0.00	55.75	
06556	MPOWER TECHNOLOGIES, INC.	03/19/2025	Regular	0.00	393.75	83474
6110	Invoice	03/18/2025	MPOWER SUPPORT SERVICES	0.00	393.75	
00105	ACE HARDWARE-BRAINERD	03/19/2025	Regular	0.00	13.89	83475
330908	Invoice	03/19/2025	PUR MARCH ACE INVOICES	0.00	13.89	
00185	ALL STATE COMMUNICATIONS, INC	03/19/2025	Regular	0.00	300.00	83476
348335	Invoice	03/19/2025	Fire Alarm Monitoring: #451-4188 (2025) /...	0.00	300.00	
00337	AMERICAN WELDING & GAS INC	03/19/2025	Regular	0.00	72.34	83477
0010712979	Invoice	03/19/2025	PUR MARCH AWG INVOICES	0.00	76.06	
01/22/2025-Credit	Credit Memo	03/19/2025	Credit balance on 03/04/2025 Statement	0.00	-3.72	
00735	Best Oil, LLC	03/19/2025	Regular	0.00	2,728.12	83478
39649	Invoice	03/19/2025	PUR MARCH BEST OIL INVOICES 01	0.00	841.50	
39674	Invoice	03/19/2025	PUR MARCH BEST OIL INVOICES 01	0.00	618.99	
39677	Invoice	03/19/2025	PUR MARCH BEST OIL INVOICES 01	0.00	223.63	
39704	Invoice	03/19/2025	PUR MARCH BEST OIL INVOICES 01	0.00	738.00	
39705	Invoice	03/19/2025	PUR MARCH BEST OIL INVOICES 01	0.00	306.00	
00825	BORDER STATES ELECTRIC	03/19/2025	Regular	0.00	8,123.54	83479
930016638	Invoice	03/19/2025	PUR CENTRAL EXOFIT HARNESS	0.00	989.84	
930033631	Invoice	03/19/2025	INV EU1141	0.00	7,133.70	
01837	CENTURYLINK	03/19/2025	Regular	0.00	482.58	83480
333931378-03/0...	Invoice	03/19/2025	MONTHLY PHONE BILL: 03/2025	0.00	482.58	
02025	CITY OF BRAINERD	03/19/2025	Regular	0.00	208,901.06	83481
02/2025 - Mill Ra...	Invoice	03/19/2025	MONTHLY TRANSFER: 02/2025	0.00	70,628.75	
02/28/2025-SAN...	Invoice	03/19/2025	SANITARY & STORM SWR BILLING/COLLEC...	0.00	121,143.82	
25-0005663	Invoice	03/19/2025	RR&M (12/2024)/2015A/NeoGov(03/25-0...	0.00	17,128.49	
02785	DACOTAH PAPER CO	03/19/2025	Regular	0.00	387.08	83482
79850	Invoice	03/19/2025	PUR MARCH DACOTAH INVOICES	0.00	387.08	
02790	DAKOTA SUPPLY GROUP	03/19/2025	Regular	0.00	641.10	83483

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
S104429916.001	Invoice	03/19/2025	INV ELEC HARDWARE	0.00	641.10	
02801	Data Sheet Solutions LLC	03/19/2025	03/19/2025 Regular	0.00	3,000.00	83484
202503174	Invoice	03/19/2025	PUR YEARLY DATA SHEET SOLUTION INVO...	0.00	3,000.00	
03275	FASTENAL COMPANY	03/19/2025	03/19/2025 Regular	0.00	187.32	83486
MNBAX272505	Invoice	03/19/2025	PUR MARCH FASTENAL INVOICES	0.00	187.32	
03282	FERGUSON WATERWORKS #2518	03/19/2025	03/19/2025 Regular	0.00	454.47	83487
0541008-2	Invoice	03/19/2025	INV MISC WTR CONNECTORS	0.00	454.47	
03699	GRAINGER	03/19/2025	03/19/2025 Regular	0.00	30.06	83488
9436741269	Invoice	03/19/2025	PUR MARCH GRAINGER INVOICES	0.00	30.06	
08575	JESSE SIMENSON	03/19/2025	03/19/2025 Regular	0.00	52.62	83489
03/04-03/06-Rei...	Invoice	03/19/2025	Reimbursement: Parking/Meals - MRWA ...	0.00	52.62	
05755	MAGNEY CONSTRUCTION, INC	03/19/2025	03/19/2025 Regular	0.00	5,369.83	83490
00578-PYMT#25	Invoice	03/19/2025	PROJECT #00578/157774 -WATER STORA...	0.00	5,369.83	
06190	MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	03/19/2025	03/19/2025 Regular	0.00	875.00	83491
65757	Invoice	03/19/2025	ANNUAL DRUG & ALCOHOL TESTING PPT ...	0.00	875.00	
10225	POMP'S TIRE SERVICE INC.	03/19/2025	03/19/2025 Regular	0.00	594.20	83492
2300009103	Invoice	03/19/2025	PUR MARCH POMP'S INVOICE	0.00	594.20	
08058	RESCO	03/19/2025	03/19/2025 Regular	0.00	160.25	83493
3065189	Invoice	03/19/2025	INV MISC ELEC	0.00	53.25	
3065194	Invoice	03/19/2025	INV MISC ELEC	0.00	107.00	
08410	SCR-NORTHERN	03/19/2025	03/19/2025 Regular	0.00	586.00	83494
W53837	Invoice	03/19/2025	PUR METHANE & REULATOR WORK	0.00	586.00	
08430	SHORT ELLIOT HENDRICKSON, INC	03/19/2025	03/19/2025 Regular	0.00	1,190.67	83495
484657	Invoice	03/19/2025	PUR HYDRAULIC WATER MODEL ADVANT...	0.00	1,190.67	
00340	Vestis Group, Inc.	03/19/2025	03/19/2025 Regular	0.00	67.62	83496
2530378992	Invoice	03/19/2025	PUR MARCH VESTIS INVOICES	0.00	33.81	
2530381498	Invoice	03/19/2025	PUR MARCH VESTIS INVOICES	0.00	33.81	
09663	VIKING ELECTRIC SUPPLY, INC	03/19/2025	03/19/2025 Regular	0.00	348.13	83497
S008943975.001	Invoice	03/19/2025	PUR MARCH VIKING INVOICES	0.00	216.11	
S0089552770.001	Invoice	03/19/2025	PUR MARCH VIKING INVOICES	0.00	132.02	
09899	WESCO RECEIVABLES CORP	03/19/2025	03/19/2025 Regular	0.00	1,923.31	83498
521130	Invoice	03/19/2025	PUR SLINGS AND STRAPS	0.00	313.84	
521132	Invoice	03/19/2025	INV WIRE EC0330	0.00	1,340.00	
523826	Invoice	03/19/2025	PUR HANDLINE	0.00	269.47	
09925	WEX HEALTH, INC	02/28/2025	02/28/2025 Bank Draft	0.00	13.35	DFT0001511
0002093734-IN	Invoice	02/28/2025	MONTHLY COBRA BILLING: 01/2025	0.00	13.35	
01191	BREMER BANK - CC	02/28/2025	03/07/2025 Bank Draft	0.00	4,230.53	DFT0001512
01/31/2024 CC S...	Invoice	02/28/2025	CC Statement: 01/31/2024	0.00	4,230.53	
01655	CANON FINANCIAL SERVICES, INC	02/28/2025	03/07/2025 Bank Draft	0.00	347.53	DFT0001513
38791207	Invoice	02/28/2025	Canon Invoice - Contract Charge	0.00	347.53	
06171	MN DEPT OF REVENUE	12/31/2024	03/07/2025 Bank Draft	0.00	146,967.00	DFT0001519
12/2024 Sales Tax...	Invoice	12/31/2024	SALES TAX DRAFT: 12/2024	0.00	146,967.00	
07715	U.S. POSTAL SERVICE	02/28/2025	03/19/2025 Bank Draft	0.00	8.06	DFT0001528
651674446	Invoice	02/28/2025	Additional Postage Due - Bulk Mail	0.00	8.06	
07715	U.S. POSTAL SERVICE	02/28/2025	03/19/2025 Bank Draft	0.00	12.42	DFT0001529
651375795	Invoice	02/28/2025	Additional Postage Due - Bulk Mail	0.00	12.42	

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Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
00472 287260682523X...	AT&T MOBILITY Invoice	03/19/2025	03/19/2025 AT & T MONTHLY BILL: 03/05 - 04/04	Bank Draft	0.00 0.00	612.85 612.85	DFT0001530
00472 287302792515X...	AT&T MOBILITY Invoice	03/19/2025	03/19/2025 AT & T MONTHLY BILL: 01/26 - 02/25	Bank Draft	0.00 0.00	2,217.98 2,217.98	DFT0001532
01805 11582840-2-02/1...	CENTERPOINT ENERGY Invoice	03/19/2025	03/19/2025 1602 E RIVER RD	Bank Draft	0.00 0.00	18.15 18.15	DFT0001533
01805 11595232-7-02/1...	CENTERPOINT ENERGY Invoice	03/19/2025	03/19/2025 50 JENNY STREET	Bank Draft	0.00 0.00	391.59 391.59	DFT0001534
02455 21542085	CTC Invoice	03/19/2025	03/19/2025 MONTHLY BILL: 03/2025	Bank Draft	0.00 0.00	1,855.00 1,855.00	DFT0001535
02455 21490599	CTC Invoice	03/19/2025	03/19/2025 MONTHLY BILL: 12/2024	Bank Draft	0.00 0.00	1,831.21 1,831.21	DFT0001536
02002 007335-000-02/1...	CITY OF BAXTER Invoice	03/19/2025	03/19/2025 STORMWATER - ACCT# 007335-000: 01/2...	Bank Draft	0.00 0.00	1,091.23 1,091.23	DFT0001538
07640 03/07/2025	PITNEY BOWES, INC. Invoice	03/19/2025	03/19/2025 POSTAGE REFILL	Bank Draft	0.00 0.00	3,500.00 3,500.00	DFT0001542
07715 652827102	U.S. POSTAL SERVICE Invoice	03/19/2025	03/19/2025 Additional Postage Due - Bulk Mail	Bank Draft	0.00 0.00	4.49 4.49	DFT0001543
09925 0002111765-IN	WEX HEALTH, INC Invoice	03/19/2025	03/19/2025 MONTHLY COBRA BILLING: 02/2025	Bank Draft	0.00 0.00	23.00 23.00	DFT0001545
09961 914320576	XCEL ENERGY Invoice	03/19/2025	03/19/2025 Xcel Energy - Service Center/WWT	Bank Draft	0.00 0.00	5,506.06 5,506.06	DFT0001546

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	162	98	0.00	589,107.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-357.70
Bank Drafts	17	17	0.00	168,630.45
EFT's	3	3	0.00	1,364,862.91
	182	119	0.00	2,122,243.37

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	162	98	0.00	589,107.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-357.70
Bank Drafts	17	17	0.00	168,630.45
EFT's	3	3	0.00	1,364,862.91
	182	119	0.00	2,122,243.37

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	2/2025	4,942.63
9	POOLED CASH CONTROL	3/2025	2,117,300.74
			2,122,243.37



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Approve Final Payment to Magney Construction Inc. for 2M Gallon Reservoir Project
\$5,369.83

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN):

SUBMITTED BY:

PRESENTER:

SUMMARY OF ISSUE: Chad Katzenberger, PE, from SEH, and Charlie Gammon have confirmed that the pending pay application was awaiting the contractor's completion of punch list items, required paperwork and permit closeout. These items are complete and SEH is recommending final payment in the amount of \$5,369.83. BPU has received the final lien waivers and the IC134 form, and it is okay to pay the final pay application and release the retainage remaining on the project. The project was under budget by \$7,524.03 at final payment.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend final payment to Magney Construction Inc. in the amount of \$5,369.83 for the 2.0 MG Water Storage Tank Reservoir Project.

FINANCIAL IMPACT:

Contractor's Application For Payment No. 25

	Application Period: 6/1/2024 - 8/1/2024	Application Date: 7/31/2024
To (Owner): Brainerd Public Utilities	From (Contractor): Magney Construction, Inc.	Via (Engineer): Short Elliot Hendrickson Inc. (SEH)
Project: 2.0 MG Water Storage Tank	Contract: All Construction	
Owner's Contract No.:	Contractor's Project No.: 00578	Engineer's Project No.: BRDPU 157774

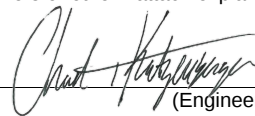
Application for Payment

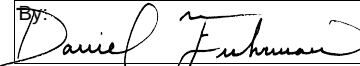
Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE	\$5,974,000.00
Number	Additions	Deductions	2. Net change by Change Orders	-\$7,524.03
COR No. 02	\$29,708.98		3. CURRENT CONTRACT PRICE (Line 1 ± 2)	\$5,966,475.97
COR No. 03	\$3,572.47		4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)	\$5,966,475.97
COR No. 04		\$13,424.76	5. RETAINAGE:	
COR No. 05	\$13,275.46		a. \$5,966,475.97 Work Completed	\$0.00
COR No. 06		\$15,742.00	b. \$0.00 Stored Materials	\$0.00
COR No. 07		\$24,914.18	c. Total Retainage (Line 5a + Line 5b)	\$0.00
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$5,966,475.97
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$5,961,106.14
TOTALS	\$46,556.91	\$54,080.94	8. AMOUNT DUE THIS APPLICATION	\$5,369.83
NET CHANGE BY CHANGE ORDERS		-\$7,524.03	9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Schedule of Values + Line 5c above)	\$0.00

Contractor's Certification

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

Payment of:	\$5,369.83	
	(Line 8 or other - attach explanation of other amount)	
is recommended by:	 (Engineer)	9/27/2024 (Date)
Payment of:	\$5,369.83	
	(Line 8 or other - attach explanation of other amount)	
is approved by:		
	(Brainerd Public Utilities)	(Date)
Approved by:		
	Funding Agency (if applicable)	(Date)

By:  Date: 7/31/2024

EJCDC No. C-620 (2002 Edition)

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

Schedule of Values

Brainerd Public Utilities 2.0 MG Water Storage Tank

Payment Application No. 25

Date of Application: 7/31/2024

Work completed through: 8/1/2024

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

Schedule of Values

Brainerd Public Utilities 2.0 MG Water Storage Tank

Payment Application No. 25

Date of Application: 7/31/2024

Work completed through: 8/1/2024

Item			C	D	E	F		G
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in Col D)	Total Completed and Stored to Date (C + D + E)	%	Balance to Finish
402310	Process Water and Waste Piping	\$231,120.00	\$231,120.00			\$231,120.00	100	\$0.00
402320	Process Piping Valves	\$25,300.00	\$25,300.00			\$25,300.00	100	\$0.00
402330	Process Piping Specialties	\$4,500.00	\$4,500.00			\$4,500.00	100	\$0.00
402340	Process Piping Hangers and Supports	\$2,500.00	\$2,500.00			\$2,500.00	100	\$0.00
402350	Process Piping Testing, Adjusting and Disinfection	\$1,000.00	\$1,000.00			\$1,000.00	100	\$0.00
409119	Instrumentation	\$22,800.00	\$22,800.00			\$22,800.00	100	\$0.00
COR No. 02	30" Pipe & Fittings	\$29,708.98	\$29,708.98			\$29,708.98	100	\$0.00
COR No. 03	Demo Valve Vault	\$3,572.47	\$3,572.47			\$3,572.47	100	\$0.00
COR No. 04	Deleted Work Credit & FRP	(\$13,424.76)	(\$13,424.76)			(\$13,424.76)	100	\$0.00
COR No. 05	New 16" Gate Valve	\$13,275.46	\$13,275.46			\$13,275.46	100	\$0.00
COR No. 06	Tank Coatings Credit	(\$15,742.00)	(\$15,742.00)			(\$15,742.00)	100	\$0.00
COR No. 07	Paving Modifications	(\$24,914.18)	(\$24,914.18)			(\$24,914.18)	100	\$0.00
	Totals	\$5,966,475.97	\$5,966,475.97	\$0.00	\$0.00	\$5,966,475.97	100.0%	\$0.00

EJCDC No. C-620 (2002 Edition)

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



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-089-654-368
Submitted Date and Time:	6-Oct-2023 3:35:55 PM
Legal Name:	MAGNEY CONSTRUCTION INC
Federal Employer ID:	41-1780718
User Who Submitted:	pbruegg
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1363234816
Minnesota ID:	1596928
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	01-Aug-2021
Project End Date:	29-Sep-2023
Project Location:	BRAINERD, MN 2.0MG WATER STORAGE TANK
Project Amount:	\$5,966,475.97

Subcontractor Summary

Name	ID	Affidavit Number
SWANSON & YOUNGDALE INC	8512175	809390080
ATLAS FOUNDATION CO LLC	7576910	1298223104
LANDWEHR CONSTRUCTION INC	8661717	1255034880
RADTKE SERVICES LLC	2413107	1784565760
TANLEY REINFORCING INC	3792944	1687965696

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-201-803-360
Submitted Date and Time:	22-Aug-2023 7:24:58 PM
Legal Name:	ATLAS FOUNDATION CO LLC
Federal Employer ID:	20-1766679
User Who Submitted:	atlas foundation
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1298223104
Minnesota ID:	7576910
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	17-Nov-2022
Project End Date:	08-Jun-2023
Project Location:	BRAINERD, MN
Project Amount:	\$270,300.00
Subcontractors:	No Subcontractors

Important Messages

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-353-707-616
Submitted Date and Time:	24-Aug-2023 12:15:26 PM
Legal Name:	LANDWEHR CONSTRUCTION INC
Federal Employer ID:	41-0810481
User Who Submitted:	Land2380
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1255034880
Minnesota ID:	8661717
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	31-Jan-2022
Project End Date:	09-Dec-2022
Project Location:	BRAINERD
Project Amount:	\$135,060.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.

Withholding Affidavit for Contractors

This affidavit must be approved by the Minnesota Department of Revenue before the state of Minnesota or any of its subdivisions can make final payment to contractors.

Please type or print clearly. This will be your mailing label for returning the completed form.

Company name <u>Quality Coatings & Tile, LLC</u>		Daytime phone <u>(781) 232-2418</u>	Minnesota tax ID number <u>7437180</u>
Address <u>3918 37th Ave. S</u>		Total contract amount <u>\$ 8835⁰⁰</u>	Month/year work began <u>06/2023</u>
City <u>Fargo</u>	State <u>ND</u>	Zip Code <u>58104</u>	Month/year work ended <u>06/2023</u>
		Amount still due <u>\$ 465⁰⁰</u>	

Project information

Project number <u>578</u>	Project location <u>Brainerd, MN - 2.0 MG Water Storage Tank - Re-Bld</u>		
Project owner <u>Brainerd Public Utilities Commission</u>	Address <u>8027 Highland Scenic Road</u>	City <u>Baxter</u>	State <u>MN</u>
			Zip code <u>56425</u>
Did you have employees work on this project? ☒ Yes ☐ No If no, who did the work?			

Check the box that describes your involvement in the project and fill in all information requested.

☐ Sole contractor

☒ Subcontractor

Name of contractor who hired you
Magnay Construction, Inc.

Address
1401 Park Road, Chanhassen, MN 55317

☐ Prime contractor—If you subcontracted out any work on this project, all of your subcontractors must file their own IC134 affidavits and have them certified by the Department of Revenue *before* you can file your affidavit. For each subcontractor you had, fill in the information below and attach a copy of each subcontractor's certified IC134. If you need more space, attach a separate sheet.

Business name	Address	Owner/Officer

Sign here

I declare that all information I have filled in on this form is true and complete to the best of my knowledge and belief. I authorize the Department of Revenue to disclose pertinent information relating to this project, including sending copies of this form, to the prime contractor if I am a subcontractor, and to any subcontractors if I am a prime contractor, and to the contracting agency.

Contractor's signature [Signature]

Title Director

Date 8/29/23

Mail to: Minnesota Revenue, Mail Station 6610, St. Paul, MN 55146-6610

Certificate of Compliance

Based on records of the Minnesota Department of Revenue, I certify that the contractor who has signed this certificate has fulfilled all the requirements of Minnesota Statutes 290.92 and 290.97 concerning the withholding of Minnesota income tax from wages paid to employees relating to contract services with the state of Minnesota and/or its subdivisions.

Department of Revenue approval

Date



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-526-416-992
Submitted Date and Time:	22-Aug-2023 12:43:40 PM
Legal Name:	RADTKE SERVICE, LLC
Federal Employer ID:	45-4448273
User Who Submitted:	kalynnruis
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1784565760
Minnesota ID:	2413107
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	20-Jul-2021
Project End Date:	23-Jan-2023
Project Location:	BRAINERD, MN - 2.0 MG WATER STORAGE TANK - RE-BID
Project Amount:	\$45,306.36
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-334-044-256
Submitted Date and Time:	13-Sep-2023 8:42:47 AM
Legal Name:	SWANSON & YOUNGDALE INC
Federal Employer ID:	41-0765645
User Who Submitted:	JBoorBoor
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	809390080
Minnesota ID:	8512175
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	01-Aug-2022
Project End Date:	31-Aug-2023
Project Location:	BRAINERD
Project Amount:	\$108,901.00
Subcontractors:	No Subcontractors

Important Messages

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-937-248-352
Submitted Date and Time:	28-Aug-2023 10:32:02 AM
Legal Name:	TANLEY REINFORCING INC
Federal Employer ID:	41-1905697
User Who Submitted:	terryj
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1687965696
Minnesota ID:	3792944
Project Owner:	BRAINERD PUBLIC UTILITIES COMMISSION
Project Number:	578
Project Begin Date:	31-Jan-2022
Project End Date:	19-Apr-2023
Project Location:	BRAINERD, MN
Project Amount:	\$183,363.76
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Public Utilities Commission Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Discuss Susan Hardman Training - Chemical Hazards and Hazard Communication Training

ACTION REQUESTED: Discussion Item

ESTIMATED TIME (MIN):

SUBMITTED BY:

PRESENTER:

SUMMARY OF ISSUE: The Minnesota Municipal Utilities Association (MMUA) has selected Brainerd to host one of their community Chemical Hazards and Hazard Communication Trainings. On Wednesday, June 11, 2025, we will be hosting one of the 60-minute training sessions as have been held in the past. For more information on the training, see the attached brochure. This training and hosting is in partnership with MMUA and our safety program.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:

FINANCIAL IMPACT:

Chemical Hazards and Hazard Communication Training

Helping your community

The purpose of this program is to provide training to employees of small businesses in communities throughout the Midwest on chemical hazards and hazard communication. The valuable training is offered at no cost to employees and owners of businesses, with an added training segment for supervisors. These sessions will be scheduled through September 2025. Spanish versions of materials and simultaneous translation will be available, if requested and scheduled in advance.

Along with the training, there is an added advantage for MMUA member communities. In a short separate segment, our team will showcase the value of hometown utilities, helping participants better understand the value of local control and the work you do. Intended participants are small businesses and farm workers in your community. Utility personnel are welcome to attend.

If you and your team are interested in hosting this training event for your community, please reach out to your MMUA safety coordinator or contact us at info@mmua.org for more information.

TRAINING DETAILS:

- 60 minute training session
- Additional 60 minutes for supervisors and owners
- Intended for small business workers in your community as a new learning or refresher course
- Classroom size 10–30 attendees
- MMUA will provide communications resources

TOPICS TO BE COVERED:

- Identifying hazardous chemicals
- Potential health impacts
- Emergency best practices
- Hazard prevention and control



This material was produced under grant number SHTG-FY-24-01-SH04 from the Occupational Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government.



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Approve 2025 Cogeneration and Small Power Production Rate Schedule

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN):

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER:

SUMMARY OF ISSUE: Star Energy Service LLC reviews customer solar production and creates the attached rate schedule for approval by the Commission annually. The attached has been reviewed by staff, created by Star Energy Services LLC and is ready for the annual approval by the Commission.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the attached cogeneration and small power production rate schedule for 2025, as presented.

FINANCIAL IMPACT:

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

AVAILABILITY

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

TYPE OF SERVICE

Alternating current, 60 hertz, at available secondary voltages.

RATE

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

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

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

<u>Service Type</u>	<u>Average Retail Energy Rate</u>
Residential	\$ 0.1052 per kWh
Commercial	\$ 0.1237 per kWh
Small General Service	\$ 0.0966 per kWh
Medium General Service	\$ 0.0745 per kWh
Large General Service	\$ 0.0992 per kWh

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

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

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

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

	<u>Through 5/31/2025</u>	<u>After 5/31/2025</u>
Energy Payment (\$/kWh)	\$ 0.04460	\$ 0.04935
Capacity Payment for Firm Power – On-Peak Only (\$/kW)	\$ 0.00	\$ 0.00

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

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

	<u>Through 5/31/2025</u>	<u>After 5/31/2025</u>
On Peak Energy Payment (\$/kWh)	\$ 0.04460	\$ 0.04935
Off Peak Energy Payment (\$/kWh)	\$ 0.04460	\$ 0.04935
Capacity Payment for Firm Power – On-Peak Only (\$/kW)	\$ 0.00	\$ 0.00

TAXES

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



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Recommend Hiring Second Laborer Position

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Dolly Matten, Commission Member,
Chris Evans, Public Utilities Director

SUMMARY OF ISSUE: In discussion with the committee, it was determined that there are needs throughout all the departments for coverage and that the best course of action to meet all needs is to hire an additional laborer for flexibility to meet them: custodial, maintenance, and grounds management.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommendation out of Committee is to recommend to the City Council the hiring of a laborer position and to work with the Human Resources department for all applicable processes.

FINANCIAL IMPACT:



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Recommend Backfilling Meter Service Worker Position

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Dolly Matten, Commission Member,
Chris Evans, Public Utilities Director

SUMMARY OF ISSUE: In discussion with the personnel committee it was recommended that the back-fill of the meter service worker position occur ahead of the construction season to best enable response to meter work.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommendation out of Committee is to recommend to the City Council the back-filling of the Meter Service Worker position and to work with the Human Resources department for all applicable processes.

FINANCIAL IMPACT:

**Brainerd Public Utilities
BPU Commission Unfinished Business
March 25, 2025**

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. Barr attended the on-site visit with the operations committee and Representative Heintzman and Senator Eichorn.

Project is awaiting funding information; Barr continues procurement specs for two generators and discussions on scope of project dependent on funding status and timing. Funding through legislative sessions is on-going however challenges with the availability of funding have arisen where the original budget that would be available of \$60M is now under \$20M, the Commission's ask was for \$9.9M (3/19/2025).

B. 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

Joint meeting of Council/Commission held 12/19/24, no action taken on this item.

C. 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

AEP contract has been finalized and approved with the contract pricing secured 1/28/25.

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

The process of rewriting Section 705 has begun. Additional conversations and coordination with various departments has continued since the last Commission meeting.

Met with city personnel to restart process on 10/22/24. Review from BPU has begun as of 1/9/2025. Staff met with department heads 3/18/2025 and are looking to review further prior to next commission meeting.

E. 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. All known items were submitted to the MN Department of Health as required. Additional identification of the unknown services, and those where staff were not allowed to enter the home are on-going. Communication to the known services that are galvanized or unknown on the BPU or customer side were sent via mail. Additional information will be posted on the website as the details become available. Staff continue to make a plan for replacement and funding requirements.

Held meeting with BPU and department heads on 10/13/24. Notice letters mailed on 10/15/24. Staff held meeting with PFA and MN Dept. of Health on funding requests and avenues for available funding sources 12/18/24. PFA expected to have a handout or informational flyer for customers explaining the funding avenue for replacements. Meeting held with MN Department of health 2/12/2025 for update. Staff attended the MRWA Conference related to funding on March 5, 2025.

F. 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.

Staff have been coordinating a meeting with MN Power Staff to discuss next steps in increasing transmission capacity to our facilities. MN Power staff have indicated the next steps in process are to proceed with requests for system impact studies (03/14/2025).

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

JFK current mining load is approximately 20 MWs. JFK has requested additional capacity. BlockMetrix has asked for a five-year contract versus the already agreed upon two.

JFK is looking to schedule a meeting with AEP and BPU staff on energy needs and billing 3/18/2025.

BlockMetrix is still inquiring about contract extensions 11/5/24. Awaiting specifications for transformers for information on whether BPU will assist with procurement of equipment or if needed to procure outside of Commission (03/14/2025).

H. Reclamation and Backwash Project (2/27/2024)

Project bids were rejected and approved at the last commission and council meeting. Bolton and Menk are suggesting we pursue construction manager at risk to oversee the project and create a maximum price. Expect an update around May meeting.

I. ClimaVision (June 2024)

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. ClimaVision's structural engineers had an on-site visit to view the site. Work on the project continues. ClimaVision is expected to present at the January 2025 Commission meeting. Engineers and site visit all came back with a passing score for the location, the next step will be to agree on a leasing agreement which is not needed until 60 days prior to site build out.

Discussion occurred at last meeting and staff are continuing to review the potential lease, met with the Finance/Operations committee 2/14/25, and staff continue the draft of the lease. The lease agreement has been provided to Attorney Langel for review 03/04/2025.

Completed in 2024:

1. Organizational Restructuring – Job Descriptions
2. Water Treatment Plant (WTP) Asset Inventory Prepared by Bolton & Menk
3. Brainerd City Code Section 700 – Sewer Code
4. Wellhead Protection Plan (WHPP)
5. Directional Drilling Forcemain River Crossing Project
6. Proposal for Strategic Visioning and momentum Services
7. Credit Card Transaction Fees
8. Joint Committee for Parking and Car Chargers
9. Water Wastewater 20-year Feasibility Quote
10. Hydro Automation – tainter gate
11. Current Unfilled Employment Positions at BPU
12. Corrosion Control Plan to Minnesota Department of Health
13. Robert's Property Purchase

Completed in 2025:

1. Customer Communications Policy – GoldCross
2. Commissioners Health Insurance – Tabled
3. Website Updates: Solar Distributed Energy Resources – Posted on Website



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Conduct Public Hearing related to the Project Priority List application on Main Lift Station

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 4

SUBMITTED BY: Danny Loch, Finance Manager

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

SUMMARY OF ISSUE: As part of the process for the Clean Water Revolving Fund requirements enacted by the Minnesota Pollution Control Agency, a system is required to conduct a public hearing as part of the project priority list application. To complete the application that was submitted on March 7, 2025, the Commission is conducting the public hearing related to the main lift project as required. The main lift project is an ongoing project with Widseth Engineering.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Brainerd Public Utilities (BPU) operates a preliminary treatment-pumping station located at 1602 East River Road in Brainerd, Minnesota on the east side of the Mississippi River. The construction on the Brainerd Main Pump station was completed in July 1983. The Main Pump Station pumps all of the City of Brainerd's wastewater across the Mississippi River to the Wastewater Treatment Facility in Baxter. BPU continues to provide maintenance but no major process equipment or building projects have been completed since the main pump station was brought on line in the early 1980's. This equipment is reaching the end of its useful life.

The Brainerd Main Pump Station is in need of a major upgrade to continue to pump all the City of Brainerd's wastewater to the wastewater treatment plant. The City of Brainerd and Brainerd Public Utilities completed the first part of the process of obtaining Minnesota Public Facilities Authority (PFA) funding by requesting placement on the 2026 Project Priority List. The next step is the submission of the Facility Plan for the selected alternative of the construction of a new submersible lift station on the property of the existing Brainerd Main Pump Station. As part of this process, a public hearing is required.

RECOMMENDED ACTION/MOTION: Staff recommend conducting the public hearing required by MN Pollution Control Agency for the project priority listing of main lift pumping station.

FINANCIAL IMPACT:



Public Utilities Commission

Agenda Request

MEETING DATE: March 25, 2025

TITLE OF ITEM: Consider Request from Customer for Credit of Wastewater Treatment and Collection Charges

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 4

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: Two customers are requesting credit for their wastewater treatment and collection charges for water leaks that occurred in their basements. Each of the basements flooded and do not have floor drains entering our system and the customers are asking for an adjustment on their bill for services not utilized. See attached

Account Number: 16-14600-02 is asking for an adjustment of \$3,321.75

Account Number: 05-59750-00 is asking for an adjustment of \$6.14.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend waiving the collection and treatment charges per the customers ask as the water that leaked did not enter the system.

FINANCIAL IMPACT:

Brainerd Public Utilities
Bill Adjustment Request Received From
For the Billing Period 01/24/25 to 02/24/25
Account No. 16-14600-02

	Gallons Billed				Billed Amount	
	Original	Average	Adjustment	Rates	Original	Adjustment Amt
<u>Water</u>						
Fixed Customer Charge				\$ 23.97	23.97	-
Commodity Charge (Per 1000 Gallons)	665,694	13	-	\$ 4.92	3,275.21	-
Total Water					3,299.18	-
<u>Sewer and Stormwater</u>						
Commodity Charge (Per 1000 Gallons)						
Wastewater Treatment	665,694	13	665,681	\$ 3.65	2,429.78	2,429.74
Wastewater Collection	665,694	13	665,681	\$ 1.34	892.03	892.01
Total Water, WWT, WWC Billed/Adjustment Request					6,621.00	\$ 3,321.75

Customer Request:

Customer asking for credit as water did not enter the sanitary sewer system.

Brainerd Public Utilities
Bill Adjustment Request Received From
For the Billing Period 01/03/25 to 02/03/25
Account No. 05-59750-00

	Gallons Billed				Billed Amount	
	Original	Average	Adjustment	Rates	Original	Adjustment Amt
<u>Water</u>						
Fixed Customer Charge				\$ 23.97	23.97	-
Commodity Charge (Per 1000 Gallons)	1,957	726	-	\$ 4.92	9.63	-
Total Water					33.60	-
<u>Sewer and Stormwater</u>						
Commodity Charge (Per 1000 Gallons)						
Wastewater Treatment	1,957	726	1,231	\$ 3.65	7.14	4.49
Wastewater Collection	1,957	726	1,231	\$ 1.34	2.62	1.65
Total Water, WWT, WWC Billed/Adj Request					43.36	\$ 6.14

Customer Request:

Customer asking for credit as water did not enter the sanitary sewer system.

HR Director's Report to Public Utilities Commission

March 20, 2025

Personnel:

- Three Public Utilities Department employees were off work intermittently this past month with two of them for a work-related medical issue.
- Staff advertised both the Journey and Apprentice Lineworker positions. We received 12 applications for the Journey Lineworker and 68 applications for the Apprentice Lineworker. Staff is reviewing the applications at this time.
- We are currently advertising for multiple temporary Public Utilities Department positions including Seasonal Laborer, Wastewater/Water Intern, and Water Distribution Intern.

IT and Finance Integration Update:

On March 3, 2025, City representatives met with the IBEW Administrative Support Union to discuss wages for the five new Technology Department positions. The City and Union came to an agreement that day which allowed staff to present an MOA to the Council that evening. Council approved the MOA and directed Staff to begin the hiring process.

- Per the MOA, our current IT Specialist Lori Turkowski was transitioned to the System Administrator position as of March 4, 2025.
- Staff internally posted the Technology Coordinator, Network Administrator, Technology Specialist, and GIS Specialist positions. We had one internal applicant which was Aaron Andersen for the Technology Coordinator position. The Council approved Aaron's reclassification at the March 17, 2025, Council meeting. Aaron was reclassified as the Technology Coordinator effective March 18, 2025.
- Staff posted the Network Administrator, Technology Specialist, and GIS Specialist positions externally. The job postings are scheduled to close on April 2, 2025.

The Integration Work Group will meet on March 24th to discuss the Finance Integration concept.

Wellness Committee:

During the month of February, 16 employees participated in the reThink Your Drink Challenge. The City of Brainerd placed 5th out of 14 medium-sized employers within Crow Wing County. Thank you to all that participated and congratulations on the 5th place finish!

Our annual Biometric Screening will be held on April 17, 2025, in the Fire Department Training Room. More information will be provided as the date gets closer. We would like to remind all Staff that this is a great opportunity to earn 50 Wellness points!

Performance Evaluations:

I discovered a typo in last month's report. As a refresher, we are switching to a calendar year review period beginning with 2024 reviews. The previously noted deadline of April 4th will be the deadline for a typical calendar review timeframe; however, we are about a month behind for our 2024 reviews due to the new process/forms. Long story short, the correct date that City Administrator Broyles has directed that all final and signed 2024 reviews be submitted to the HR Department for filing is May 5, 2025.



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Brainerd Public Utilities Finance Managers Report March 25, 2025

Financial Reports

December is on-going as we prepare for the audit and year-end entries and cost studies. January, February and March to follow the audited December financial statements. See attached budget to actual report for first quarter of 2025.

2024 Audit

The 2024 audit is ongoing. We continue our work with CliftonLarsonAllen on the audit. The audit fieldwork is complete and preliminary reports from the auditors is that everything with them and staff are going well. We continue to finalize some Excel schedules and items that will continue. We expect a presentation on the final audit presentation at the May meeting, same timeline as the 2024 presentation.

MN Department of Health/Minnesota Rural Water Association Conference

Staff met with the MN Department of Health for funding considerations in 2026 as it relates to lead/copper service line replacements. There are several funding webinars and conferences that are occurring related to this project. Staff are working to provide up-to-date information to customers and drafting website updates to facilitate the public education on upcoming projects. March 5th MN Rural water and MDH are presenting in St. Cloud for updates on legislative changes and the process MDH would like utility systems to follow. Staff will be attending this event.

Streetlighting/Water/Wastewater Cost Studies

The cost studies for streetlighting/water/wastewater have begun and are collecting data for Utility Financial Solutions. Meetings with UFS have continued to determine their data needs and requests for the cost studies. UFS is awaiting staff responses before continuing. When the audit is completed UFS will receive the most current data and capital funding information.

Communities Local Energy Action Program:

The National Renewable Energy Laboratory (NREL) project presented a draft of the phase one of their projects to staff related to the State and Local Planning for Energy (SLOPE) snapshot for Brainerd. Much of what was presented was confirmation of known items within the department for the City of Brainerd.

Hydro Funding:

The Utility had an authored bill before the Senate that was authored by Senator Eichorn, with his resignation, the time will pass for a Senate hearing to occur before the close of session and the bill can be heard. Therefore, the Senate funding opportunity for this year appears to be closed. Flaherty and Hood are pursuing the funding for the hydro generation project via the House of Representatives but did not have a scheduled hearing at the time of this report. Ther Operations/Finance committee are discussing options over the next few weeks for future improvements and funding options/opportunities.

Financial Integration:

At the March 10, Council meeting a financial integration discussion with the integration workgroup has been scheduled for March 24, 2025.



Brainerd Public Utilities, MN

Packet Summary Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 03/31/2025

Account Typ...	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1 - ELECTRIC						
Revenue	7,699,818.84	7,699,818.84	1,274,669.83	6,558,052.78	-1,141,766.06	14.83 %
Expense	7,296,080.40	7,296,080.40	1,590,615.38	5,787,409.08	1,508,671.32	20.68 %
Fund: 1 - ELECTRIC Surplus (Deficit):	403,738.44	403,738.44	-315,945.55	770,643.70	366,905.26	-90.88 %
Fund: 2 - WATER						
Revenue	1,151,814.09	1,151,814.09	153,990.70	772,048.09	-379,766.00	32.97 %
Expense	1,195,848.93	1,195,848.93	80,393.49	434,158.43	761,690.50	63.69 %
Fund: 2 - WATER Surplus (Deficit):	-44,034.84	-44,034.84	73,597.21	337,889.66	381,924.50	867.32 %
Fund: 3 - WASTEWATER TREATMENT						
Revenue	1,323,870.24	1,323,870.24	560,079.44	1,543,867.86	219,997.62	16.62 %
Expense	1,293,687.27	1,293,687.27	70,896.92	346,896.09	946,791.18	73.19 %
Fund: 3 - WASTEWATER TREATMENT Surplus (Deficit):	30,182.97	30,182.97	489,182.52	1,196,971.77	1,166,788.80	-3,865.72 %
Fund: 4 - HYDRO DAM						
Revenue	3,298.68	3,298.68	0.00	0.00	-3,298.68	100.00 %
Expense	157,307.04	157,307.04	24,035.04	121,607.46	35,699.58	22.69 %
Fund: 4 - HYDRO DAM Surplus (Deficit):	-154,008.36	-154,008.36	-24,035.04	-121,607.46	32,400.90	21.04 %
Report Surplus (Deficit):	235,878.21	235,878.21	222,799.14	2,183,897.67	1,948,019.46	-825.86 %

Fund Summary

Fund	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
1 - ELECTRIC	403,738.44	403,738.44	-315,945.55	770,643.70	366,905.26
2 - WATER	-44,034.84	-44,034.84	73,597.21	337,889.66	381,924.50
3 - WASTEWATER TREATMENT	30,182.97	30,182.97	489,182.52	1,196,971.77	1,166,788.80
4 - HYDRO DAM	-154,008.36	-154,008.36	-24,035.04	-121,607.46	32,400.90
Report Surplus (Deficit):	235,878.21	235,878.21	222,799.14	2,183,897.67	1,948,019.46



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Brainerd Public Utilities Operations Managers Updates March 25, 2025

Safety Training in March

In House Training. Excavating and Trenching, Confined Space Hazard Awareness.

Outside Training. MMUA (Minnesota Municipal Utilities Association) Substation school, MRWA (Minnesota Rural Water Association) Technical conference, LUCC (Lakes Utility Coordinating Committee) Damage Prevention Training. Information about each training course is available upon request.

Electric Department:

Oakridge substation bus upgrades have been completed. The focus will be on testing and upgrading the bus protection relays.

Vegetation management is ongoing, focusing on the removal of hazardous trees and preventive pruning. Efforts are currently concentrated in traditionally wet areas of our service territory, which are hard to access with equipment. We have also been collaborating with the Street Department to assist with large tree removals along the boulevard and within the city rights of way.

Mapping updates and underground replacement work on the Eagle View circuit are currently in progress, with the replacement scheduled for completion this summer.

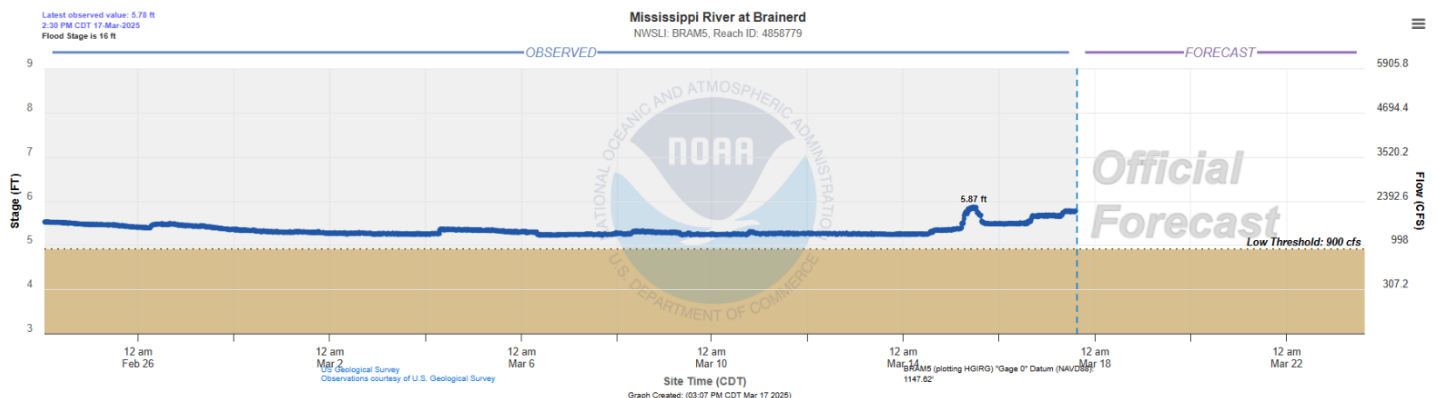
Hydro Department:

FERC (Federal Energy Regulatory Commission) onsite inspection has been scheduled for April 9th, 2025.

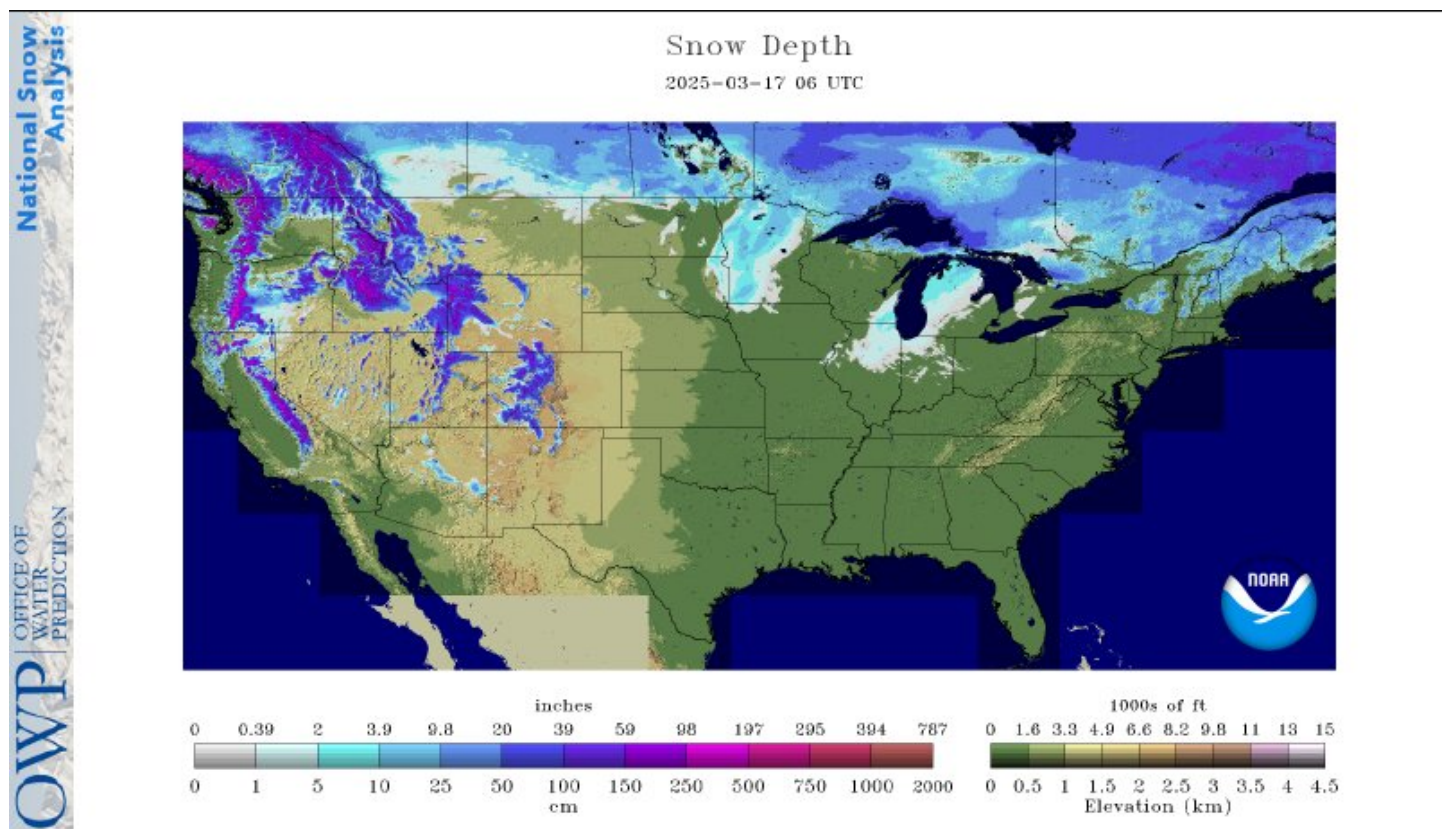
Unit #3 wicket gates have been casted. Inspection and machining should be completed at the end of April by Rotating Apparatus. We are targeting the middle of June 2025 for installation.

Unit #4 voltage regulator has been replaced. Staff has Bearing and grids schedule for replacement mid-March.

Flows have ranged from 1300-2120 cfs. Generators #1 and #2 have been in service, operating at 100% of their capacity and generating approximately 1.10-1.6 MW continuously since December 9th, 2024.



Staff continue to monitor the snowpack in the upper Mississippi watershed. This analysis provides insights into what the spring runoff may look like as we prepare for and review high water flow plans in anticipation of the seasonal changes.



Staff and Barr engineering is currently addressing the FERC Part 12 requirements for 2025. The following tasks are outlined with their respective deadlines:

1. Routine maintenance of the Tainter gate - Due by October 31, 2025.
2. Development of a plan for shoreline stabilization - Due by October 31, 2025.
3. Implementation of ODSP (Owner's Dam Safety Program) audit recommendations - Due by December 31, 2025.
4. Implementation of EAP (Emergency Action Plan) recommendations - Due by December 31, 2025.
5. Conducting a movement monitoring survey - Due by December 31, 2025.
6. Filling the gap near the powerhouse - Due by December 31, 2025.

Water Distribution:

Preparing for spring water distribution flushing. Over time, sediment, rust, and other debris can accumulate in the water pipes. Flushing hydrants helps clear these materials out, ensuring clean and clear water flows through the system. Work will begin in April.

The staff has developed a grid design layout for LCRR project. Unlike a conventional square grid, this design will be adjusted for funding and project management. The goal is to synchronize lead service line replacement construction plans and timelines with the City's 10-Year Streets and Sewer Capital Improvement Plan. Cover page and Map below. Any additional information will be provided upon request.

BPU LCRR 2025 UNKNOWN SERVICES AND SMALL MAIN VERIFICATION PROJECT



SUMMARY:

A COMPILED LIST OF ALL UNKNOWN WATER SERVICES AND SMALL MAINS THAT ARE PART OF THE BRAINERD PUBLIC UTILITIES WATER DISTRIBUTION SYSTEM.

NOTES:

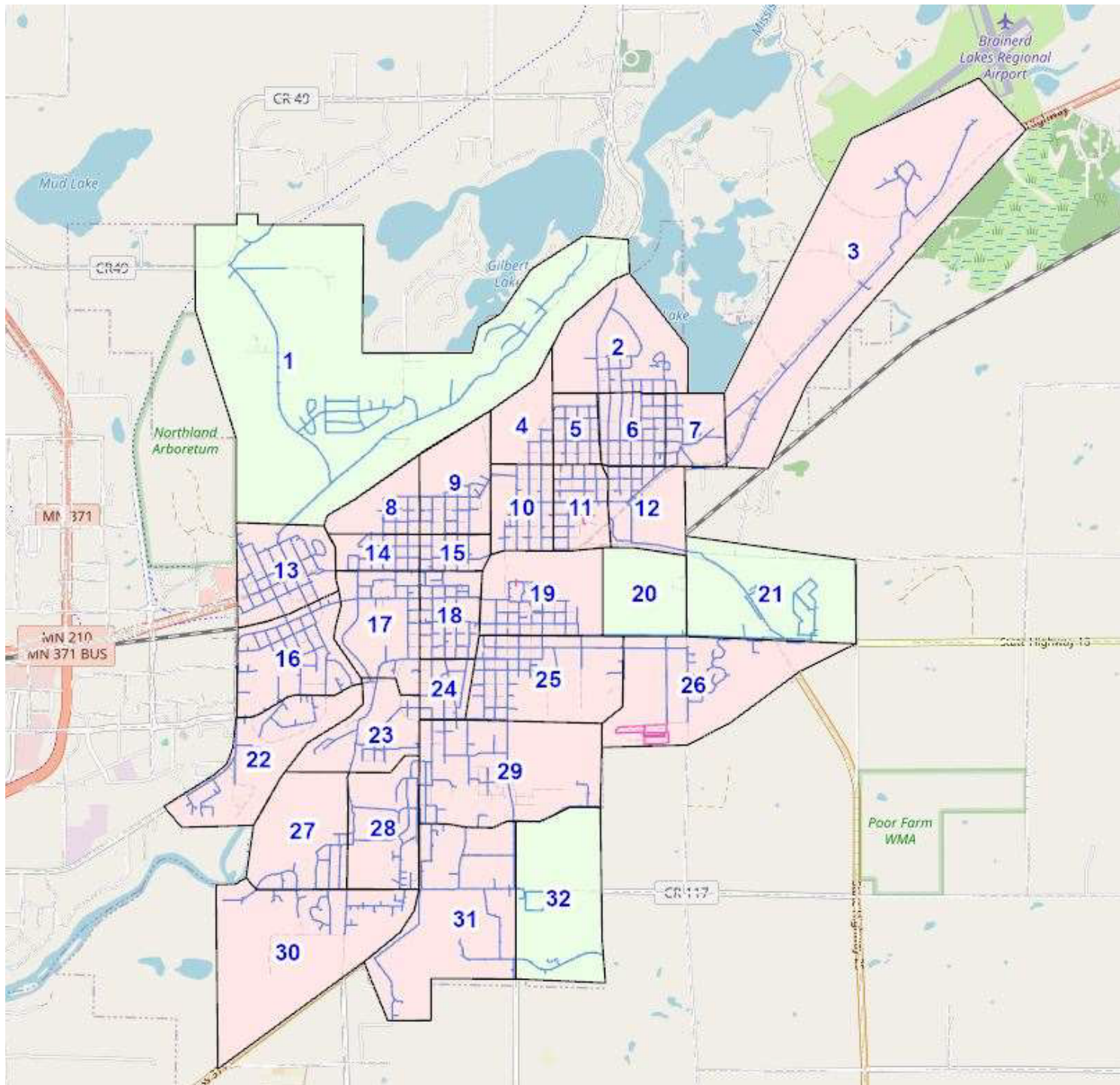
UNKNOWN WATER SERVICES INCLUDE SERVICE LINES THAT ARE UNKNOWN ON THE BPU OWNED PORTION, THAT ARE UNKNOWN ON THE CUSTOMER OWNED PORTION, OR THAT ARE UNKNOWN FOR BOTH OWNERS.

SMALL MAINS INCLUDE ANYTHING THAT IS 2 INCH LINES OR SMALLER THAT ARE TREATED LIKE A WATERMAIN THAT IS BPU OWNED TO FEED ONE OR MULTIPLE SERVICES. ONLY UNKNOWN SMALL MAINS ARE LISTED. IF A MATERIAL WAS KNOWN WHETHER IT WAS NON-LEAD OR GALVANIZED IT IS NOT LISTED IN THIS REPORT.

UNKNOWN IN THE LISTS ARE IN UNKNOWN STATUS AS OF 2-25-2025, CHANGES AFTER THIS DATE ARE NOT REFLECTED IN THESE RESULTS

TOTAL UNKNOWN SERVICES TO VERIFY: 525

TOTAL UNKNOWN SMALL MAINS TO VERIFY: 91



ELECTRIC

OUTAGES

Feb.

2025

Location	Date	Meters	Time	Cause
15000 block Russel Rd.	4-Mar	1	37 min	Bad connectors

Water			
Date	General	Water Service interruptions	Other
3/1/2025	11th Ave NE		Froze water meter. Needed heat
3/12/2025	Washington		Froze water meter. Needed heat
3/18/2025	Oak	Water off due to leak	



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Brainerd Public Utilities Wastewater Manager's Report March 2025

Lift Station

Continuous maintenance of wet wells, pumps, generators, and controls for the 17 lift stations. Replaced old pump guide rails with new stainless steel guide rails, installed fall protection safety grating and new lockable access cover on 10th & O lift station. 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, finished replacing SBR 1 Jetmotive pump wear ring and the 90-degree elbow. Maintenance for digester boilers included replacement of gas regulator, gas valve on boiler #1, and the three-way valve on boiler #2. Inspected all components on the UV disinfectant system, replaced worn components as needed. Sampled for fecal Coliform to ensure UV is working properly per the Discharge Permit requirements. Replaced Biorem odor control recirculation pump.

Biosolids

Working on the Minnesota Biosolids PFAS Strategy consisting of PFAS sampling, required actions include reduction efforts and communication. For CY 2025 we are in Tier 2 (43.5 ug/Kg). On-going development of the Minnesota Biosolids PFAS Strategy program for the approved Biosolids application sites. Started mixing biosolids tank to sample for May application on fields.

Lab

Sent February 2025 Electronic Daily Monitoring Report. Sampled influent and effluent for copper. Ongoing Mercury Minimization, Copper Minimization Plan, PFAS Minimization Plan. On-going delegation with Brainerd Significant and Categorical Industrial Users.

Drinking Water

Continuing to update the Lead and Copper program, testing for the Optimal Corrosion Control Treatment (OCCT) requirements. Collected the 15 required Coliform samples. Responded to 3 residential drinking water concerns from February 18 -March 18, 2025.

River crossing

Working on final payment and landscaping approval.

Generators

Test ran Evergreen Lift, Main Lift, SW6th Lift, portable 25KW, 150KW, 45KW and both plant generators. Added fuel where needed. Updating the portable generator Standard Operating Procedure books.

Personnel

Registered Operators for needed continuing education in 2025.

Chart Summary

Note: February 2024 was a leap year adding another day to the month.

February 2025-2024 Total influent flow comparisons

2025 Combined Total flow was 49.57 million gallons which is up 5.58 million gallons from the previous year.

2025 Brainerd Total Flow was 32.114 million gallons which is down 2.746 million gallons from the previous year.

2025 Baxter Total Flow was 17.456 million gallons which is up 2.509 million gallons from the previous year.

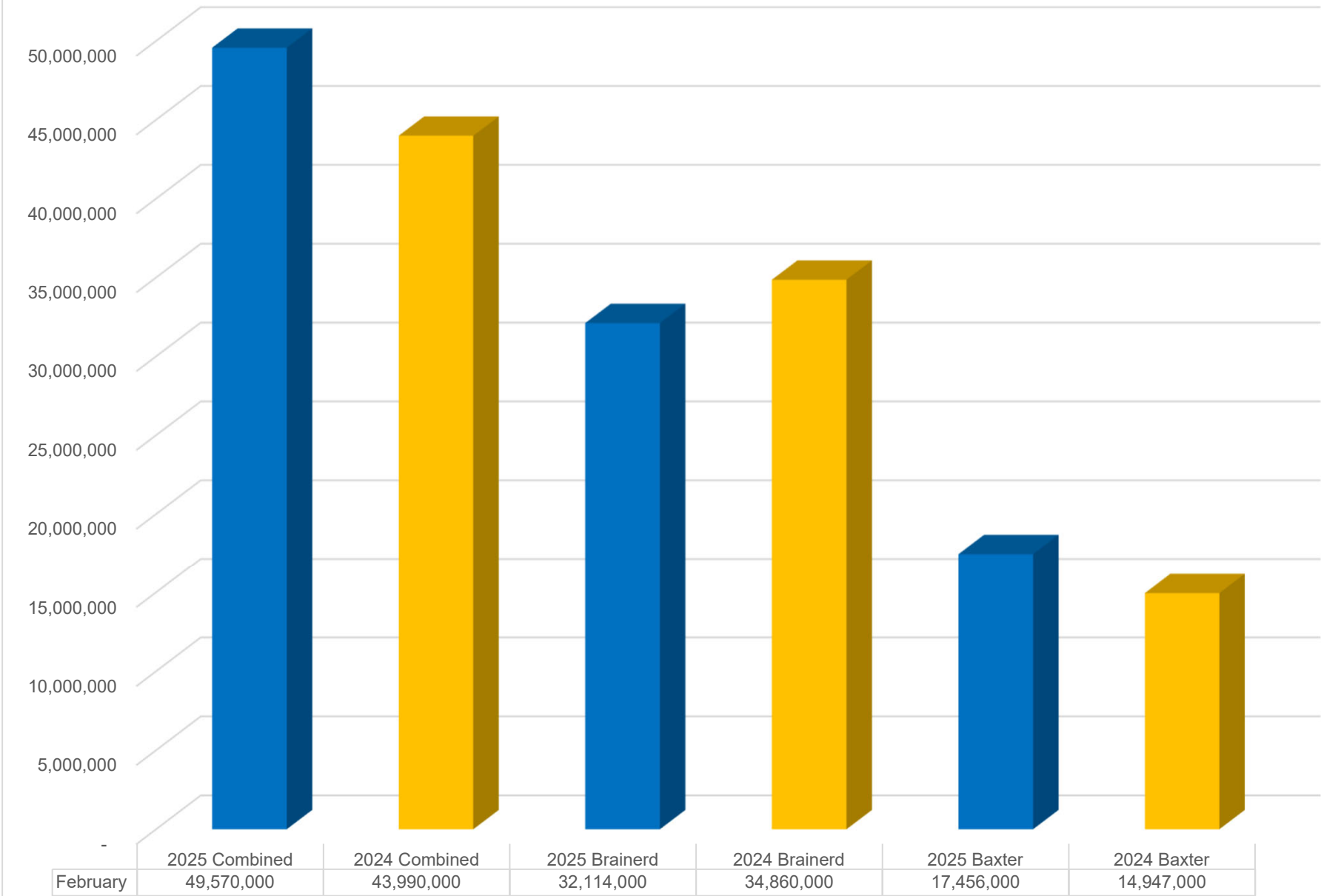
February 2025 Influent Daily Average Flows

2025 Combined Flow was 1.770 million gallons

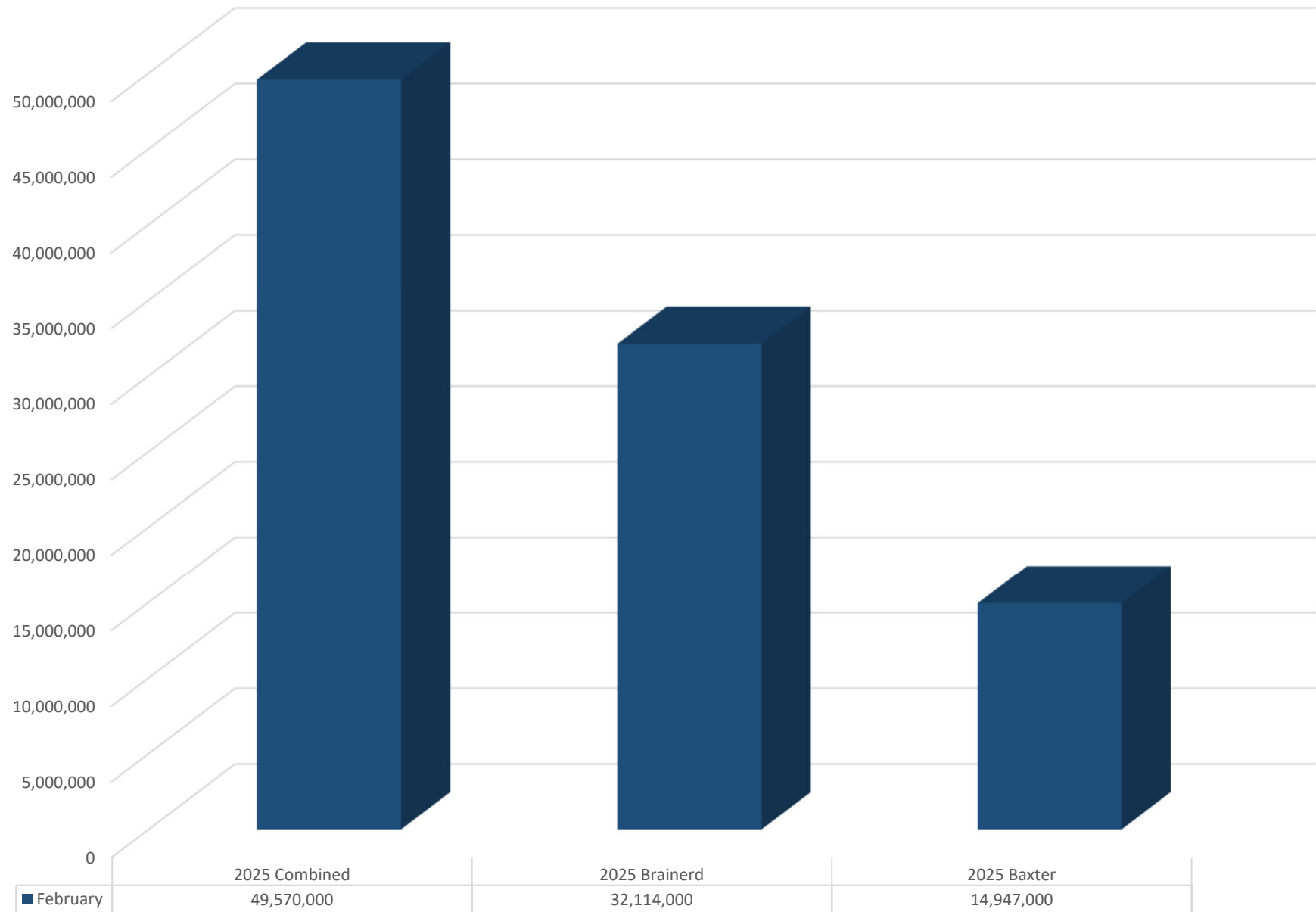
2025 Brainerd Flow was 1.051 million gallons

2025 Baxter Flow was 554 thousand gallons

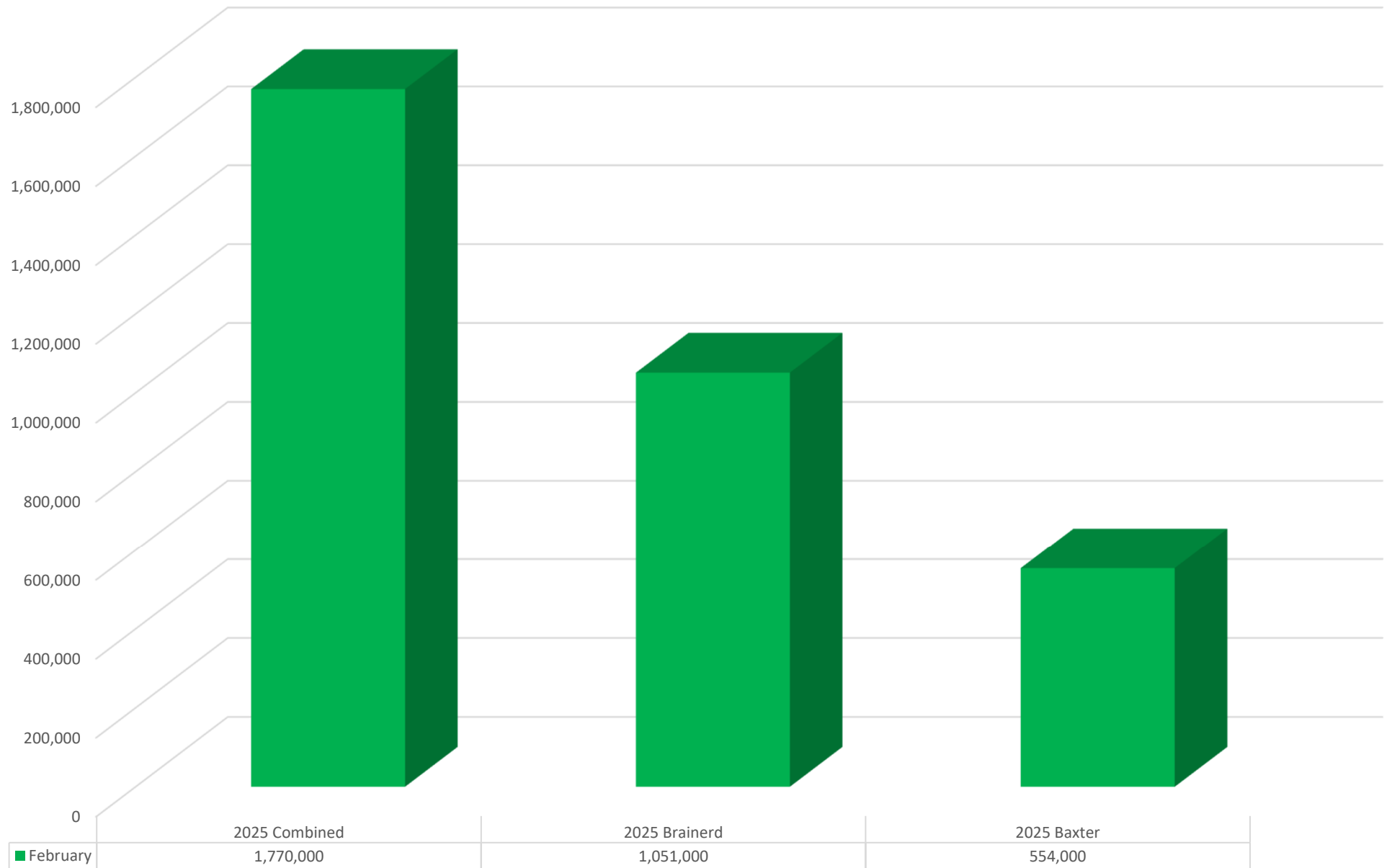
Februaury 2025 - 2024 Wastewater Influent Flow Comparisons



February 2025 Influent Total Flows



February 2025 Influent Daily Average Flows





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Brainerd Public Utilities Water Production Department Report March 2025

February 2025 Water Pumping Statistics

Water pumped to the North distribution system was 25.1 MG for an average of 0.898 MGD. Water pumped to the South distribution system was 4.256 MG for an average of 0.152 MGD. Chemical usage averages for the month: 2.09 gallons of fluoride per day, 1.64 gallons of caustic soda per day, 6.41 gallons of orthophosphate per day, and 14.4 pounds of chlorine per day. Went through 16 filter backwash events while using an average of 0.224 MG for each event.

Wells

Continued working on corroded bolt replacement and prep for paint in well houses. Their Well service inspected all pumping system components from Well 6 and recommended replacement of the pump. BPU staff agreed to a purchase order for a new pump and it will be installed when they return to finish the project.

Filtration Plant

February 2025 daily test results indicate finished water is achieving an average of 93.3% removal of iron from the raw water concentration and 98.0% removal of manganese.

Booster Pump Stations

Riverside booster station and Lum Park booster station continue to operate effectively.

Attached Chart Summary

Note: 2024 was a leap year for February adding a day, also Baxter is connected to the north distribution. This changes the daily averages and monthly totals from 2024 to 2025.

February 2025-2024 Comparison North and South distribution monthly totals

2025 north total was 25.144 Million gallons which was down 1.854 Million gallons from the previous year.

2025 South total was 4.256 million gallons which was down 73 thousand gallons from the previous year.

2025 Baxter total was 82 thousand gallons which is up 82 thousand gallons from the previous year.

February 2025 Daily Average North and South Distribution Total

2025 north daily Average was 898 thousand gallons.

2025 South Daily Average was 152 thousand gallons.

2025 Baxter Daily Average was 2,929 gallons.

February 2025 - 2024 Comparison Water Production Totals North and South Distribution System

30,000,000

25,000,000

20,000,000

15,000,000

10,000,000

5,000,000

February

2025 North
25,144,000

2024 North
26,998,000

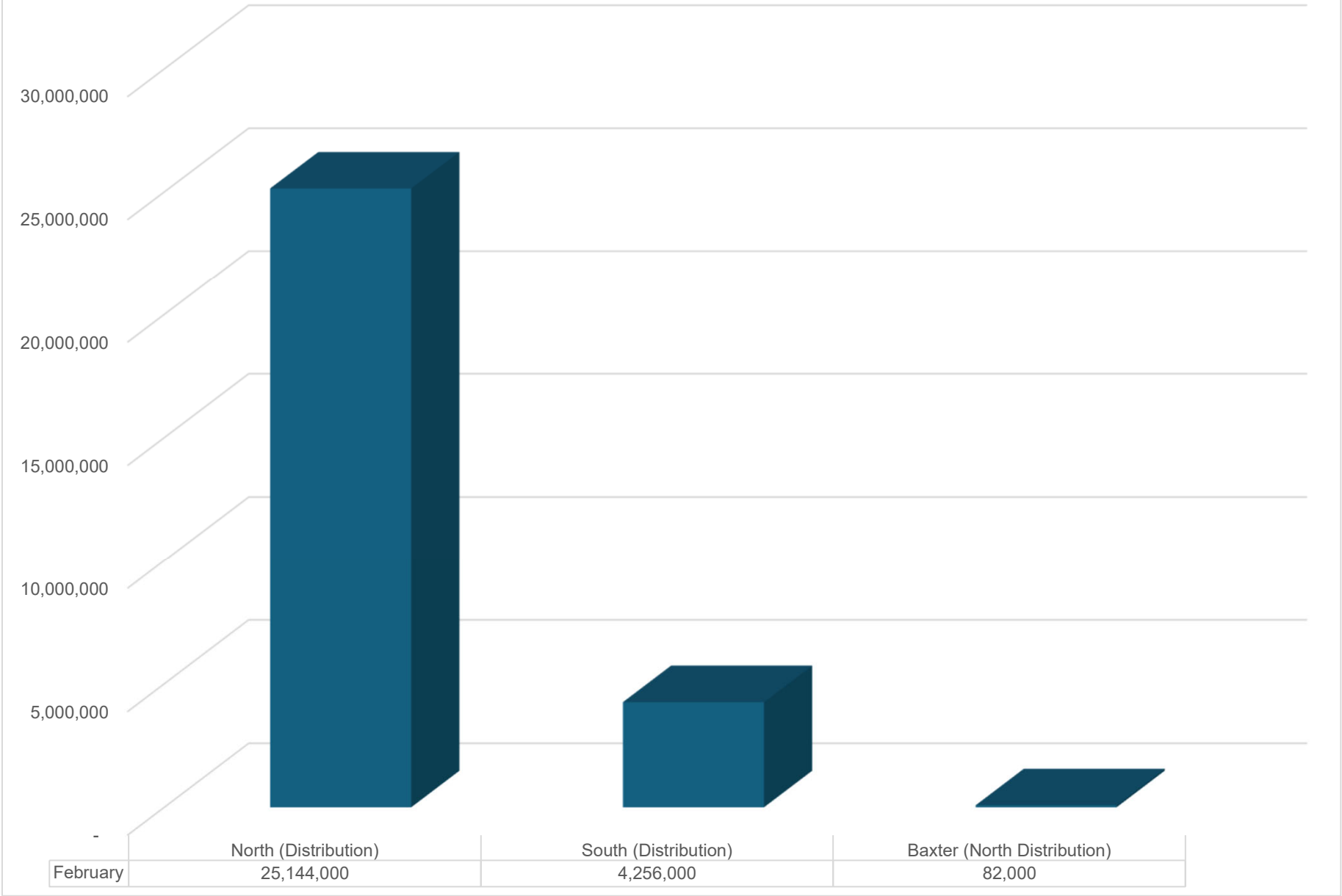
2025 South
4,256,000

2024 South
4,329,000

2025 Baxter North
82,000

2024 Baxter North
0

February 2025 Total North and South Distribution



February 2025 Daily Average North and South Distribution

