PUBLIC UTILITIES COMMISSION AGENDA

City of Brainerd, Minnesota
Brainerd Public Utilities, 8027 Highland Scenic Rd, Baxter MN
Tuesday, April 29, 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. **Sign/Approve Rotary Solar Project Construction Contract**

   D. **Approve sale of Surplus Item - Dodge Durango**

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. **BlockMetrix Presentation/Request for Extension**

   A. **Approve/Deny Blockmetrix Purchased Power Agreement Extension**

8. **Commission Committee Reports**

   A. **Personnel Committee**

   B. **Finance/Operations Committee**

1. Approve 5-year Rate Plan
2. Approve Bolton & Menk Quote - Wastewater Facility Plan
3. Approve Dying to Film Quote - $3,200 Hydro tour video
4. Approve Credit Card Transaction Fee
5. Ratify Project Priority List Submission for Water
6. Approve Budget Amendment - Evergreen Liftstation Pumps

9. **Unfinished Business**
(See attached separate memo regarding updates on unfinished business)

A. **Memo**

1. Direction Requested on Hydro Generation Project Funding

10. **New Business**

A. **Discuss Draft 10-Year-CIP- 2026-2035**

11. **Staff Reports**
(Verbal: Any Updates since Packet)

A. **City Administrator Report**

B. **Council Liaison Report**

C. **HR Director Report**

D. **Finance Manager Report**

E. **Operations Manager Report**

F. **Water/Wastewater Manager Report**

12. **Commission Member Reports**

13. **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 March 25, 2025.

Commissioner O'Day called the meeting to order at 9:00 AM.

Commission Roll Call

Mike Angland – Absent	Mark O'Day – Present
Dolly Matten – Present	Mike Higgins – Present

Utility Staff Present

Public Utilities Director	Christopher Evans
Finance Manager	Danny Loch
Operation Manager	Trent Hawkinson
Water/Wastewater Manager	Charlie Gammon
Business Office Supervisor	Jana Pernula
Recording Secretary	Becky Ridlon

Others in Attendance

City Council Liaison	Jeff Czeczok
HR Director	Kris Schubert
Public Works Director	Mike Habighorst
Community Development Director	James Kramvik
Technology Director	Shawn Strong
Bolton & Menk	Morgan Salo, PE
Widseth	Bill Westerberg, PE
City of Baxter	Brad Chapulis
Citizen	Brian Timmers
Citizen	Jan Burton
Lakeland News	

Commissioner O'Day opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Commissioner Matten added three items into the agenda under the personnel committee.

- 3. Recommend reclassifying Mitch Lachelt from the Electric Distribution Supervisor position to the Journeyman position.
- 4. Recommend the Council to advertise Electric Distribution Supervisor position.
- 5. Recommend Staff to create a Job description and wage scale for the Water Distribution Supervisor position.

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

Approval of Consent Items

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve the minutes from January 28th, 2025, regular monthly meeting, current month's bills, final payment to Magney Construction Inc for the 2M gallon reservoir project in the amount of $5,369.83, the announcement of the Susan Hardman training on chemical hazards and the 2025 cogeneration and small power production rate. There was a unanimous roll call vote in favor of the motion. Motion carried.

Public Forum

None

Commission Committee Reports

Personnel

Commissioner Matten presented

1. The Personnel Committee is recommending to City Council the hiring of a Second Laborer Position.

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve the recommendation to City Council of hiring a second laborer position. There was a unanimous vote in favor of the motion. Motion carried.

2. The Personnel Committee is recommending to City Council to backfill the Meter Service Worker Position.

Motion by Commissioner Matten and seconded by Commissioner Higgins to recommend Backfilling Meter Service Worker Position. There was a unanimous vote in favor of the motion. Motion carried.

3. The Personnel Committee is recommending the reclassification of Mitch Lachelt from the Electric Distribution Supervisor position to the Journeyman position and that he be placed at step 6 based on his qualification.

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve recommending to City Council the reclassification of Mitch Lachelt from the Electric Distribution Supervisor position to the Journeyman position and that he be placed on step 6. There was a unanimous vote in favor of the motion. Motion carried.

4. The Personnel Committee is recommending the Council advertise the Electric Distribution Supervisor Position Internally first and then advertise external posting.

Motion by Commissioner Matten and seconded by Commissioner Higgins to recommend to the council to the advertise the Electric Distribution Supervisor Position Internally first and then advertise external posting. There was a unanimous vote in favor of the motion. Motion carried.

5. The Personnel Committee is recommending staff to create a Job description and wage scale for the Water Distribution Supervisor position.

Motion by Commissioner Matten and seconded by Commissioner Higgins to recommend to Staff to create a Job description and wage scale for the Water Distribution Supervisor position. There was a unanimous vote in favor of the motion. Motion carried.

Finance/Operations Committee

Commissioner O'Day presented
The Finance Committee are in the process of discussing electric rates.

- Planning to have more information at the next Commission meeting.

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

Commissioner Matten inquired about a strategic plan and requested it to be added to the unfinished business.

New Business

Conduct Public Hearing related to the Project Priority List application on Main Lift Station
Widseth Bill Westerberg, PE Presented the project priority list application and options to Commission, the Commission held the public hearing on the main lift project. -*See board packet for agenda request.*

Consider Request from Customer for Credit of Wastewater Treatment and Collection Charges -*See board packet for agenda request.*
Finance Manager Danny Loch Presented

Discussion included:

- Matten asked if BPU did credit this back to the customer, would this also be able to be turned in for an insurance claim?
    - O'Day said insurance only covers your damage.
- O'Day commented the one credit request is one of the highest credit requests he has seen in past years.
- Higgins inquired how long this took to accrue?
    - Loch stated this was a rental that was vacant for a few months.

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve Customer Request for Credit of Wastewater Treatment and Collection Charges. There was a unanimous vote in favor of the motion. Motion carried.

Staff Reports

City Administrator Report
City administrator Nick Broyles reported

- City council, BPU commission and Staff – Meeting March 10th offsite with good attendance talked about Organization, Structure, Facilities and Commission Vision and Values.
- County Mannor – City Council did approve the conduit debt and looking to begin late May.
- Block Metrics did submit their building permits and is moving forward.
- Joint City council and Commission Meeting (to be scheduled) for potential Finance Integration.
- Looking into hiring a Utilities Director as part of the process that was set previously.

City Council Liaison Report
Czeczok thanks Evans for his time of service.

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

Public Utilities Director's Report
Public Utilities Director Chirs Evans reported

- Updated a preliminary five-year rate study and will be presented to the committee at the next meeting.
- Updated the Council on some Minnesota House Bills.
- Main Lift project budget update.

Manager's Reports – *see board packet for report.*

Finance Manager's Report – *see board packet for report.*
Loch Thanked Evans for his mentorship and time of service.

Operations Manager Report - *see board packet for report.*
Hawkinson Thanked Evans for his mentorship and time of service.

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

Commissioner Matten reported on the following:

- Commend and Thanked BPU staff for adding additional Educational Resources to the website.
- Thanked Evans for his time of service.

Commissioner Higgins reported on the following:
None

Commissioner O'Day reported on the following:

- Sertoma inquired about expanding their park in the wetland area, interest in cleaning up Buffalo Creek.
    - Broyles will inquire with Sertoma (John).

Adjournment
Motion by Commissioner O'Day and seconded by Commissioner Higgins to adjourn the meeting, there was a unanimous vote in favor of the motion. Motion carried at 10:16 AM.

_____
Mike Angland, Commission President

_____
Danny Loch, Finance Manager/Secretary

Board Packet Check Report

Brainerd Public Utilities, MN

By Check Number

Date Range: 03/21/2025 - 04/25/2025

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
Bank Code: AP2-BREMER BANK							
09535	U.S. BANK ST PAUL		03/21/2025	EFT	0.00	62,193.75	233
2809419	Invoice	03/20/2025	Account #0037186NS - GO Bond 2016A		0.00	62,193.75	
00504	AUTOMATIC SYSTEMS CO		04/08/2025	EFT	0.00	19,121.69	235
040823	Invoice	04/07/2025	PUR WW MAIN LIFT NEW CONTROLS FIBER..		0.00	18,700.00	
042871	Invoice	04/07/2025	PUR WW MAIN LIFT NEW CONTROLS FIBER..		0.00	421.69	
07343	Gridiron Generation HoldCo, LLC		04/17/2025	EFT	0.00	81,591.20	236
INV-0573	Invoice	04/16/2025	Invoice Period: 03/01/25-03/31/25		0.00	81,591.20	
00140	AEP ENERGY PARTNERS, INC.		04/18/2025	EFT	0.00	1,492,250.15	237
175-21550083	Invoice	04/17/2025	Invoice Period: 03/01/2025 - 03/31/2025		0.00	1,492,250.15	
10222	NICK MOSER		04/14/2025	Regular	0.00	-118.00	81444
06065	MILLS AUTOMOTIVE GROUP		03/28/2025	Regular	0.00	215.46	83517
605797	Invoice	03/28/2025	PUR MILLS INVOICE		0.00	215.46	
00825	BORDER STATES ELECTRIC		03/28/2025	Regular	0.00	643.20	83518
930057969	Invoice	03/28/2025	INV EU1161 COLD SHRINKS		0.00	643.20	
09965	BRENT YAUNICK		03/28/2025	Regular	0.00	101.01	83519
03/11/2025-Rei...	Invoice	03/28/2025	Reimburse Training Expenses: Substation ...		0.00	101.01	
03118	ESSENTIA HEALTH		03/28/2025	Regular	0.00	563.00	83521
890000327-03/1...	Invoice	03/28/2025	Occ Med Screening/DOT Physicals		0.00	563.00	
10271	Jason Gage		03/28/2025	Regular	0.00	39.20	83522
03/19/2025-Rei...	Invoice	03/28/2025	Reimburse Training Exp: MMUA Elec. Skills		0.00	39.20	
08876	Midwest Lift Works		03/28/2025	Regular	0.00	677.17	83523
3702	Invoice	03/28/2025	PUR MARCH MIDWEST LIFT INVOICE		0.00	677.17	
07809	Prolec-GE Waukesha, Inc.		03/28/2025	Regular	0.00	8,044.71	83524
90042622	Invoice	03/28/2025	PUR INERST AIR SYSTEM		0.00	8,044.71	
08058	RESCO		03/28/2025	Regular	0.00	4,092.36	83525
3064683	Invoice	03/28/2025	INV EC0006 WIRE BLACK		0.00	4,092.36	
08805	STAR ENERGY SERVICES, LLC		03/28/2025	Regular	0.00	300.00	83526
24338	Invoice	03/28/2025	Annual DER Reporting		0.00	300.00	
08895	STUART C. IRBY CO		03/28/2025	Regular	0.00	375.00	83527
S014179496.001	Invoice	03/28/2025	INV EO5270 / EO5610		0.00	375.00	
05791	TYLER MALLOY		03/28/2025	Regular	0.00	110.67	83528
03/11/2025-Rei...	Invoice	03/28/2025	Reimburse Training Exp: MMUA Substatio...		0.00	110.67	
10188	ALPENGLOW TECHNOLOGIES, LLC		04/03/2025	Regular	0.00	400.00	83529
11434	Invoice	04/03/2025	Monthly IT Billing: 04/2025		0.00	400.00	
00670	BARR ENGINEERING CO		04/03/2025	Regular	0.00	17,240.00	83530
23181016.06-37	Invoice	04/03/2025	Work Order #6: Brainerd Hyrdo Project Su...		0.00	12,456.00	
23181016.08-11	Invoice	04/03/2025	Design od Powerhouse Units 4 & 6 Upgrad...		0.00	4,784.00	
00778	BLA Clean, LLC.		04/03/2025	Regular	0.00	571.74	83531
1216	Invoice	04/03/2025	Cleaning Services: March		0.00	571.74	
00820	BOLTON & MENK, INC.		04/03/2025	Regular	0.00	1,912.50	83532

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
0359523	Invoice	04/03/2025	Water Treatment Improvements: 02/15/2...		0.00	1,912.50	
02002	CITY OF BAXTER		04/03/2025	Regular	0.00	15,254.76	83533
08/2024-8038CP ...	Invoice	04/03/2025	PFA LOAN INTEREST REBATE		0.00	15,254.76	
02025	CITY OF BRAINERD		04/03/2025	Regular	0.00	6,683.07	83534
25-0005787	Invoice	04/03/2025	Q1 2025 Benefits Billing		0.00	6,683.07	
03557	FRONTIER ENERGY, INC.		04/03/2025	Regular	0.00	8,661.84	83535
196944	Invoice	04/03/2025	CIP SERVICES - 02/2025		0.00	8,661.84	
07090	Innovative Office Solutions, LLC		04/03/2025	Regular	0.00	59.93	83536
IN4796030	Invoice	04/03/2025	OFFICE SUPPLIES		0.00	59.93	
10394	John Simmonds		04/03/2025	Regular	0.00	190.00	83537
02/25/25-Safety ...	Invoice	04/03/2025	Reimburse Safety Boots @ 50%		0.00	190.00	
06141	MINNESOTA DEPT OF HEALTH		04/03/2025	Regular	0.00	23.00	83538
04/2025-J. Innes...	Invoice	04/03/2025	Class B License #8998 Renewal - Jeff Innes		0.00	23.00	
06190	MINNESOTA MUNICIPAL UTILITIES ASSOCIATIO		04/03/2025	Regular	0.00	11,594.00	83539
66025	Invoice	04/03/2025	SAFETY MGMT PROGRAM: Q2 2025		0.00	9,106.50	
66086	Invoice	04/03/2025	Apprentice Training Program/Supplies: N....		0.00	2,487.50	
06600	MOTOROLA SOLUTIONS, INC		04/03/2025	Regular	0.00	13,561.92	83540
8282092853	Invoice	04/03/2025	APX 1500 Radios & Service: 03/15/25-03/...		0.00	13,561.92	
06556	MPOWER TECHNOLOGIES, INC.		04/03/2025	Regular	0.00	562.50	83541
6136	Invoice	04/03/2025	MPOWER SUPPORT SERVICES		0.00	562.50	
07335	OFFICE SHOP		04/03/2025	Regular	0.00	276.66	83542
AR1899776	Invoice	04/03/2025	Copier Lease: 20079 / C130479-001: 04/2...		0.00	276.66	
07335	OFFICE SHOP		04/03/2025	Regular	0.00	2,953.25	83543
1152591-0	Invoice	04/03/2025	Office Supplies		0.00	14.01	
1152591-1	Invoice	04/03/2025	Office Supplies		0.00	62.73	
1152591-2	Invoice	04/03/2025	Office Supplies		0.00	22.89	
1153129-0	Invoice	04/03/2025	Office Supplies		0.00	37.70	
1153129-1	Invoice	04/03/2025	Office Supplies		0.00	5.83	
1153129-2	Invoice	04/03/2025	Office Supplies: Toner		0.00	915.50	
1153440-0	Invoice	04/03/2025	Office Supplies		0.00	42.34	
1153440-1	Invoice	04/03/2025	Office Supplies		0.00	49.95	
335686-0	Invoice	04/03/2025	COPIER/PRINTER MAINTENANCE		0.00	1,802.30	
07641	PITNEY BOWES INC.		04/03/2025	Regular	0.00	524.98	83544
1027178870	Invoice	04/03/2025	Meter Supplies: Ink		0.00	524.98	
06268	Ryan Churchill		04/03/2025	Regular	0.00	640.00	83545
6685485	Invoice	04/03/2025	WEBSITE SUPPORT / TRAINING: 03/2025		0.00	640.00	
00735	Best Oil, LLC		04/07/2025	Regular	0.00	2,243.00	83546
39769	Invoice	04/07/2025	PUR MARCH BEST OIL INVOICES 02		0.00	549.00	
39770	Invoice	04/07/2025	PUR MARCH BEST OIL INVOICES 02		0.00	732.50	
9763	Invoice	04/07/2025	PUR MARCH BEST OIL INVOICES 02		0.00	729.10	
9764	Invoice	04/07/2025	PUR MARCH BEST OIL INVOICES 02		0.00	232.40	
00825	BORDER STATES ELECTRIC		04/07/2025	Regular	0.00	214.53	83547
930074902	Invoice	04/07/2025	PUR SAFETY GLASSES		0.00	53.73	
930074915	Invoice	04/07/2025	INV EU1161 COLD SHRINKS		0.00	48.24	
930100735	Invoice	04/07/2025	INV EU1161 COLD SHRINKS		0.00	112.56	
00982	BRAINERD HYDRAULIC AIR & INDUSTRIAL SUPP		04/07/2025	Regular	0.00	1,128.21	83548
34839	Invoice	04/07/2025	MARCH BRAINERD HYDRAULICS INVOICE		0.00	1,128.21	
10140	Brainerd Lakes Regional Airport		04/07/2025	Regular	0.00	3,993.75	83549

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
25-0005864	Invoice	04/07/2025	Solar Ground Lease: Q2 2025		0.00	3,993.75	
02860	Dixon Mechanical Electric, LLC		04/07/2025	Regular	0.00	646.05	83550
9887	Invoice	04/07/2025	PUR MARCH DIXON MECHANICAL INVOIC...		0.00	646.05	
03699	GRAINGER		04/07/2025	Regular	0.00	176.10	83551
9447223695	Invoice	04/07/2025	PUR MARCH GRAINGER INVOICE		0.00	143.10	
9452694129	Invoice	04/07/2025	PUR MARCH GRAINGER INVOICE		0.00	33.00	
06790	NAPA AUTO PARTS BAXTER		04/07/2025	Regular	0.00	269.87	83552
778786	Invoice	03/13/2025	Break Pads/Rotors		0.00	163.79	
778930	Credit Memo	03/13/2025	Credit:: Original Inv 2400-778786		0.00	-163.79	
787589	Invoice	04/07/2025	PUR MARCH NAPA INVOICES		0.00	39.90	
792077	Invoice	04/07/2025	PUR MARCH NAPA INVOICES		0.00	229.97	
792078	Invoice	04/07/2025	PUR MARCH NAPA INVOICES		0.00	39.03	
793148	Credit Memo	04/07/2025	Credit: Battery Tester /Orig. Invoice# 792...		0.00	-39.03	
10222	NICK MOSER		04/14/2025	Regular	0.00	118.00	83563
12/22/2023-SAFE...	Invoice	12/28/2023	REIMBURSE SAFTEY BOOTS @ 50%		0.00	118.00	
00075	A W RESEARCH		04/16/2025	Regular	0.00	4,024.64	83564
68908	Invoice	04/16/2025	PUR MARCH AW INVOICES		0.00	812.00	
68910	Invoice	04/16/2025	PUR MARCH AW INVOICES		0.00	3,212.64	
05348	Aaron Wiese		04/16/2025	Regular	0.00	229.50	83565
32271	Invoice	04/16/2025	PUR MARCH LAMS INVOICES		0.00	114.30	
32275	Invoice	04/16/2025	PUR MARCH LAMS INVOICES		0.00	115.20	
00105	ACE HARDWARE-BRAINERD		04/16/2025	Regular	0.00	76.01	83566
331122	Invoice	04/16/2025	PUR MARCH ACE INVOICES 02		0.00	19.23	
331175	Invoice	04/16/2025	PUR MARCH ACE INVOICES 02		0.00	56.78	
00250	AMARIL UNIFORM COMPANY		04/16/2025	Regular	0.00	2,278.38	83567
IV276871	Invoice	04/16/2025	PUR AMARIL FR CLOTHING		0.00	2,278.38	
00337	AMERICAN WELDING & GAS INC		04/16/2025	Regular	0.00	40.52	83568
0010768700	Invoice	04/16/2025	PUR MRCH AWG INVOICES 02		0.00	40.52	
00825	BORDER STATES ELECTRIC		04/16/2025	Regular	0.00	836.59	83569
930145078	Invoice	04/16/2025	PUR SAFETY GLASSES		0.00	343.59	
930187244	Invoice	04/16/2025	INV EH1070		0.00	493.00	
02790	DAKOTA SUPPLY GROUP		04/16/2025	Regular	0.00	2,985.00	83570
S104525194.001	Invoice	04/16/2025	INV EC0006 WIRE WHITE		0.00	2,985.00	
10301	Danny Loch		04/16/2025	Regular	0.00	67.75	83571
04/03/25-Reimbu...	Invoice	04/16/2025	Reimburse Travel Expenses: Capitol Day		0.00	67.75	
03295	DYLAN FERRARI		04/16/2025	Regular	0.00	73.00	83572
05/31/25-Safety ...	Invoice	04/16/2025	Reimburse Safety Boots @ 50%		0.00	73.00	
03687	GOODIN COMPANY		04/16/2025	Regular	0.00	581.83	83573
6678162-00	Invoice	04/16/2025	PUR MARCH INVOICES GOODIN		0.00	181.66	
6678175-00	Invoice	04/16/2025	PUR MARCH INVOICES GOODIN		0.00	8.96	
6679220-00	Invoice	04/16/2025	PUR MARCH INVOICES GOODIN		0.00	391.21	
04050	HAWKINS INC.		04/16/2025	Regular	0.00	842.22	83574
6960412	Invoice	04/16/2025	PUR MARCH HAWKINS INVOICES		0.00	10.00	
7013075	Invoice	04/16/2025	PUR MARCH HAWKINS INVOICES		0.00	10.00	
7020773	Invoice	04/16/2025	PUR MARCH HAWKINS INVOICES		0.00	822.22	
04188	Hirshfield's Inc.		04/16/2025	Regular	0.00	85.02	83575
09352855	Invoice	04/16/2025	PUR HIRSHFIELD'S INVOICE		0.00	85.02	
06198	Iowa Pump Works, LLC.		04/16/2025	Regular	0.00	3,387.00	83576

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
INV027162	Invoice	04/16/2025	PUR GRUNDFOS PUMP		0.00	3,387.00	
08575	JESSE SIMENSON		04/16/2025	Regular	0.00	31.86	83577
03/19-03/20-Rei...	Invoice	04/16/2025	Reimburse Training Expenses: MMUA Elec...		0.00	31.86	
04310	Joshua James Moser		04/16/2025	Regular	0.00	470.00	83578
03/12/2025	Invoice	04/16/2025	PUR MARCH HONEY WAGON INVOICE		0.00	235.00	
03/25/2025	Invoice	04/16/2025	PUR MARCH HONEY WAGON INVOICE		0.00	235.00	
06266	MINNESOTA VALLEY TESTING LABS		04/16/2025	Regular	0.00	2,199.75	83579
1297318	Invoice	04/16/2025	PUR MARCH MVTL INVOICES		0.00	878.00	
1297486	Invoice	04/16/2025	PUR MARCH MVTL INVOICES		0.00	117.00	
1298194	Invoice	04/16/2025	PUR MARCH MVTL INVOICES		0.00	117.00	
1298278	Invoice	04/16/2025	PUR MARCH MVTL INVOICES		0.00	66.00	
1298452	Invoice	04/16/2025	PUR MARCH MVTL INVOICES		0.00	1,021.75	
07593	PHENOVA, INC		04/16/2025	Regular	0.00	350.38	83581
214105	Invoice	04/16/2025	PUR PHENOVA QUOTE		0.00	350.38	
08058	RESCO		04/16/2025	Regular	0.00	1,718.40	83582
3066464	Invoice	04/16/2025	INV MISC ELEC		0.00	1,718.40	
08410	SCR-NORTHERN		04/16/2025	Regular	0.00	3,102.73	83583
W53888	Invoice	04/16/2025	PUR WW SCR DIGESTER WALKER S# P906...		0.00	2,632.73	
W54125	Invoice	04/16/2025	Heat Valve Actuator @ Service Center		0.00	470.00	
08895	STUART C. IRBY CO		04/16/2025	Regular	0.00	910.00	83584
SO14179496.002	Invoice	04/16/2025	INV EO5270 / EO5610		0.00	910.00	
10040	TEST-RIGHT, LLC		04/16/2025	Regular	0.00	641.00	83585
INV0003064	Invoice	04/16/2025	PUR TEST-RIGHT RUBBER GLOVE TESTING		0.00	641.00	
00340	Vestis Group, Inc.		04/16/2025	Regular	0.00	67.62	83586
2530383972	Invoice	04/16/2025	PUR MARCH VESTIS INVOICES 02		0.00	33.81	
2530386492	Invoice	04/16/2025	PUR MARCH VESTIS INVOICES 02		0.00	33.81	
09663	VIKING ELECTRIC SUPPLY, INC		04/16/2025	Regular	0.00	690.78	83587
S008985938.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	28.74	
S008990487.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	192.17	
S008991016.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	21.74	
S009005498.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	136.70	
S009011246.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	22.15	
S009011986.001	Invoice	04/16/2025	PUR MARCH VIKING INVOICES 02		0.00	289.28	
00820	BOLTON & MENK, INC.		04/17/2025	Regular	0.00	3,748.00	83588
0353685	Invoice	04/17/2025	Wastewater Use and Needs: 11/09/24-12...		0.00	3,748.00	
02716	CROW WING COUNTY		04/18/2025	Regular	0.00	1,080.00	83611
40170621-2025	Invoice	04/18/2025	Property ID: 40170621 - 2025 Tax Statem...		0.00	25.00	
41040856-2025	Invoice	04/18/2025	Property ID: 41040856 - 2025 Tax Statem...		0.00	25.00	
41060523-2025	Invoice	04/18/2025	Property ID: 41060523 - 2025 Tax Statem...		0.00	25.00	
41230527-2025	Invoice	04/18/2025	Property ID: 41230527 - 2025 Tax Statem...		0.00	25.00	
41350655-2025	Invoice	04/18/2025	Property ID: 41350655 - 2025 Tax Statem...		0.00	25.00	
41360560-2025	Invoice	04/18/2025	Property ID: 41360560 - 2025 Tax Statem...		0.00	25.00	
41361080-2025	Invoice	04/18/2025	Property ID: 41361080 - 2025 Tax Statem...		0.00	42.00	
41361081-2025	Invoice	04/18/2025	Property ID: 41361081 - 2025 Tax Statem...		0.00	888.00	
02716	CROW WING COUNTY		04/18/2025	Regular	0.00	2,813.90	83612
40170621-2025/...	Invoice	04/18/2025	SOLAR ENERGY PRODUCTION TAX STATE...		0.00	2,813.90	
03542	Forum Communications		04/18/2025	Regular	0.00	1,209.00	83613
MP3168200325	Invoice	04/18/2025	Journeyman/Apprentice Lineworker Ads		0.00	1,209.00	
03542	Forum Communications		04/18/2025	Regular	0.00	291.49	83614

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
05/15/2025-Ren...	Invoice	04/18/2025	Account #: 178201049 - 2025 Subscription...		0.00	291.49	
07339	ONLINE INFORMATION SERVICES, INC.		04/18/2025	Regular	0.00	236.80	83615
1317259	Invoice	04/18/2025	ONLINE UTILITY EXCHANGE REPORT: 03/2...		0.00	236.80	
05348	Aaron Wiese		04/24/2025	Regular	0.00	113.65	83618
32276	Invoice	04/24/2025	PUR April Lams Invoice 02		0.00	113.65	
00105	ACE HARDWARE-BRAINERD		04/24/2025	Regular	0.00	253.77	83619
331378	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	21.36	
331418	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	16.30	
331443	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	2.87	
331469	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	14.42	
331473	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	4.79	
331538	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	19.21	
331546	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	9.58	
331565	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	12.48	
331637	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	74.01	
331700	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	21.15	
331712	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	39.35	
331780	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	9.61	
331790	Invoice	04/24/2025	PUR APRIL ACE INVOICES 01		0.00	8.64	
00315	AMERICAN STEEL INC		04/24/2025	Regular	0.00	3,034.24	83620
124767	Invoice	04/24/2025	PUR APRIL AMERICAN STEEL INVOICES		0.00	2,800.00	
124953	Invoice	04/24/2025	PUR APRIL AMERICAN STEEL INVOICES		0.00	234.24	
00497	AUTO VALUE		04/24/2025	Regular	0.00	27.77	83621
17374714	Invoice	04/24/2025	PUR APRIL AUTO VALUE INVOICES		0.00	27.77	
00692	BATTERIES PLUS # 035		04/24/2025	Regular	0.00	163.26	83622
P81710698	Invoice	04/24/2025	PUR APRIL INVOICES BATTERIES PLUS		0.00	43.50	
P81712516	Invoice	04/24/2025	PUR APRIL INVOICES BATTERIES PLUS		0.00	119.76	
00735	Best Oil, LLC		04/24/2025	Regular	0.00	2,594.95	83623
39914	Invoice	04/24/2025	PUR APRIL BEST OIL INVOICES 01		0.00	684.00	
39915	Invoice	04/24/2025	PUR APRIL BEST OIL INVOICES 01		0.00	996.70	
39997	Invoice	04/24/2025	PUR APRIL BEST OIL INVOICES 01		0.00	342.00	
39998	Invoice	04/24/2025	PUR APRIL BEST OIL INVOICES 01		0.00	572.25	
00982	BRAINERD HYDRAULIC AIR & INDUSTRIAL SUPPI		04/24/2025	Regular	0.00	723.77	83624
35043	Invoice	04/24/2025	PUR APRIL BRAINERD HYDRAULICS & AIR		0.00	723.77	
01805	CENTERPOINT ENERGY		04/24/2025	Regular	0.00	3,075.77	83625
8000014432-1-03...	Invoice	04/24/2025	MONTHLY GAS BILL - WTR PROD/WTR DIS...		0.00	3,075.77	
01837	CENTURYLINK		04/24/2025	Regular	0.00	482.70	83626
333931378-04/0...	Invoice	04/24/2025	MONTHLY PHONE BILL: 04/2025		0.00	482.70	
01890	CHARTER COMMUNICATIONS		04/24/2025	Regular	0.00	1,288.43	83627
175590201040125	Invoice	04/24/2025	TV SERVICE: 04/2025		0.00	39.43	
237487601040125	Invoice	04/24/2025	237487601: FIBER INTERNET		0.00	1,249.00	
02025	CITY OF BRAINERD		04/24/2025	Regular	0.00	221,317.72	83628
03/2025-Mill Rate	Invoice	04/24/2025	MONTHLY TRANSFER: 03/2025		0.00	58,832.07	
03/31/2025-San/...	Invoice	04/24/2025	SANITARY & STORM SWR BILL/COLLECTIO...		0.00	121,143.82	
25-0005882	Invoice	04/24/2025	HR/City Admin Services Fee - Q2 2025		0.00	26,664.00	
25-0005883	Invoice	04/24/2025	RRM: Jan/Feb 2025 Services / Postage		0.00	8,301.45	
25-0005895	Invoice	04/24/2025	Northrisk Partners(2nd Install)/2018A Bon...		0.00	6,376.38	
02527	CONTINENTAL RESEARCH CORPORATION		04/24/2025	Regular	0.00	563.13	83629
0062313	Invoice	04/24/2025	PUR CRC WW ODOR CONTROL		0.00	563.13	
02785	DACOTAH PAPER CO		04/24/2025	Regular	0.00	52.07	83630

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24915	Invoice	04/24/2025	PUR April Dacotah Paper Invoice		0.00	52.07	
02790	DAKOTA SUPPLY GROUP		04/24/2025	Regular	0.00	56,662.89	83631
S103245045-003	Invoice	04/24/2025	INV 3P PAD		0.00	56,662.89	
02860	Dixon Mechanical Electric, LLC		04/24/2025	Regular	0.00	368.83	83632
9958	Invoice	04/24/2025	PUR APRIL DIXON INVOICES		0.00	368.83	
03275	FASTENAL COMPANY		04/24/2025	Regular	0.00	127.65	83633
MNBAX272912	Invoice	04/24/2025	PUR APRIL FASTENAL INVOICES		0.00	88.65	
MNBAX273090	Invoice	04/24/2025	PUR APRIL FASTENAL INVOICES		0.00	39.00	
07691	FERGUSON ENTERPRISES INC #3326		04/24/2025	Regular	0.00	302.90	83634
0285618	Invoice	04/24/2025	PUR 3" BRASS GATE VALVES WW		0.00	302.90	
03282	FERGUSON WATERWORKS #2518		04/24/2025	Regular	0.00	747.90	83635
0541163-1	Invoice	04/24/2025	INV WC BRASS CONNECTORS		0.00	747.90	
03321	FIRST IMPRESSION PRINTING		04/24/2025	Regular	0.00	561.50	83636
93652	Invoice	04/24/2025	PRINTING/PUBLISHING FORMS: Check Sto...		0.00	561.50	
03557	FRONTIER ENERGY, INC.		04/24/2025	Regular	0.00	7,818.14	83637
197194	Invoice	04/24/2025	CIP SERVICES - 03/2025		0.00	7,818.14	
03695	GOPHER STATE ONE-CALL		04/24/2025	Regular	0.00	64.80	83638
5030111	Invoice	04/24/2025	GSOC TICKETS: 03/2025		0.00	64.80	
03699	GRAINGER		04/24/2025	Regular	0.00	869.31	83639
9470283590	Invoice	04/24/2025	PUR APRIL GRAINGER INVOICE		0.00	194.14	
9476709473	Invoice	04/24/2025	PUR APRIL GRAINGER INVOICE		0.00	605.29	
9481752047	Invoice	04/24/2025	PUR April Grainger 02		0.00	69.88	
04050	HAWKINS INC.		04/24/2025	Regular	0.00	6,685.73	83640
7035917	Invoice	04/24/2025	PUR APRIL HAWKINS INVOICES		0.00	10.00	
7043152	Invoice	04/24/2025	PUR APRIL HAWKINS INVOICES 02		0.00	6,675.73	
04580	IP NETWORKS, INC.		04/24/2025	Regular	0.00	16,265.00	83641
20258486	Invoice	04/24/2025	Fortinet FAZ Cloud 1-Year Renewal 6/20/2...		0.00	16,265.00	
05025	KLM Engineering, Inc.		04/24/2025	Regular	0.00	3,000.00	83642
10745	Invoice	04/24/2025	PUR KLM		0.00	3,000.00	
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET		04/24/2025	Regular	0.00	1,509.54	83643
90408688	Invoice	04/24/2025	MONTHLY ENDPOINT FEE: 04/2025		0.00	1,509.54	
05625	LOCATORS & SUPPLIES, INC.		04/24/2025	Regular	0.00	172.14	83644
0319456-IN	Invoice	04/24/2025	PUR SAFETY GLASSES		0.00	172.14	
06266	MINNESOTA VALLEY TESTING LABS		04/24/2025	Regular	0.00	995.00	83645
1298981	Invoice	04/24/2025	PUR APRIL MVTL INVOICES		0.00	878.00	
1301102	Invoice	04/24/2025	PUR APRIL MVTL INVOICES		0.00	117.00	
06431	MOMENTUM TRUCK GROUP		04/24/2025	Regular	0.00	65.46	83646
X500017110-01	Invoice	04/24/2025	PUR April Momentum Invoice		0.00	65.46	
06790	NAPA AUTO PARTS BAXTER		04/24/2025	Regular	0.00	64.71	83647
794682	Invoice	04/24/2025	PUR APRIL NAPA INVOICES		0.00	64.71	
07665	PITNEY BOWES GLOBAL FINANCIAL SERV. LLC		04/24/2025	Regular	0.00	3,687.00	83648
3107188003	Invoice	04/24/2025	Relay 5000 Inserting Sys. Billing: 2/28/25-3...		0.00	3,687.00	
10225	POMP'S TIRE SERVICE INC.		04/24/2025	Regular	0.00	202.20	83649
2280007987	Invoice	04/24/2025	PUR APRIL POMP'S INVOICE		0.00	202.20	
08020	REGULATORY SOFTWARE SERVICES		04/24/2025	Regular	0.00	1,080.00	83651
04/01/2025-PCB...	Invoice	04/24/2025	PUR PCB license		0.00	1,080.00	

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type / Discount Amount	Discount Amount / Payable Amount	Payment Amount	Number
06268	Ryan Churchill		04/24/2025	Regular	0.00	640.00	83652
6685495	Invoice	04/24/2025	WEBSITE SUPPORT / TRAINING: 04/2025	0.00	640.00		
08430	SHORT ELLIOT HENDRICKSON, INC		04/24/2025	Regular	0.00	3,263.40	83653
486507	Invoice	04/24/2025	PUR HYDRAULIC WATER MODEL ADVANT...	0.00	3,263.40		
08805	STAR ENERGY SERVICES, LLC		04/24/2025	Regular	0.00	600.00	83654
24473	Invoice	04/24/2025	Annual Reporting & DER/NOVA Updates	0.00	600.00		
09215	THELEN HEATING & ROOFING, INC		04/24/2025	Regular	0.00	2,352.71	83655
04/08/2025-CIP ...	Invoice	04/24/2025	CIP Rebate: Lighting upgrades @ 1717 13t...	0.00	2,352.71		
09524	TYLER TECHNOLOGIES INC.		04/24/2025	Regular	0.00	14,805.10	83656
025-503415	Invoice	04/24/2025	INSITE TRANSACTION FEES: Q1 2025	0.00	14,780.00		
025-503966	Invoice	04/24/2025	INCODE SMART METER SMS: Q1 2025	0.00	64.70		
025-504916	Credit Memo	04/24/2025	Insite Transaction Fees - Refund: Q4 2024	0.00	-39.60		
09651	VESSCO, INC.		04/24/2025	Regular	0.00	238.37	83657
097080	Invoice	04/24/2025	PUR VESSCO	0.00	238.37		
00340	Vestis Group, Inc.		04/24/2025	Regular	0.00	104.66	83658
2530389005	Invoice	04/24/2025	PUR APRIL VESTIS INVOICES	0.00	33.81		
2530391492	Invoice	04/24/2025	PUR APRIL VESTIS INVOICES	0.00	37.04		
2530393985	Invoice	04/24/2025	PUR APRIL VESTIS INVOICES	0.00	33.81		
09663	VIKING ELECTRIC SUPPLY, INC		04/24/2025	Regular	0.00	1,549.65	83659
S009049971.001	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	37.42		
S009054259.001	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	35.71		
S009062275.001	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	130.47		
S009075400.001	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	984.84		
S009075400.002	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	51.56		
S009075400.003	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	258.32		
S009075400.004	Invoice	04/24/2025	PUR APRIL VIKING INVOICES	0.00	51.33		
09728	WASTE PARTNERS		04/24/2025	Regular	0.00	1,534.40	83660
53X13736	Invoice	04/24/2025	TRASH/RECYCLING SERVICE: ACCT#242053	0.00	1,534.40		
09899	WESCO RECEIVABLES CORP		04/24/2025	Regular	0.00	16,083.12	83661
527018	Invoice	04/24/2025	INV MISC ELEC	0.00	386.04		
528685	Invoice	04/24/2025	INV EO7770 LINE HOSE COVER	0.00	956.52		
530411	Invoice	04/24/2025	PUR SLINGS AND STRAPS	0.00	149.90		
532806	Invoice	04/24/2025	PUR CENTRAL TRIPOD SYSTEM	0.00	271.03		
534953	Invoice	04/24/2025	PUR CENTRAL TRIPOD SYSTEM	0.00	8,937.77		
535375	Invoice	04/24/2025	INV EO7260 SPRING FLAGS	0.00	375.50		
536865	Invoice	04/24/2025	INV SM INTERFACE PARTS	0.00	1,793.00		
538698	Invoice	04/24/2025	PUR HOT STICK TESTER	0.00	2,198.36		
539764	Invoice	04/24/2025	PUR ELEC STAPLES AND UGUARD SCREWS	0.00	1,015.00		
09908	WEST SIDE AUTO BODY, INC.		04/24/2025	Regular	0.00	502.70	83662
3478	Invoice	04/24/2025	PUR APRIL WESTSIDE AUTO INVOICES	0.00	386.19		
3480	Invoice	04/24/2025	PUR APRIL WESTSIDE AUTO INVOICES	0.00	116.51		
09948	WIDSETH SMITH NOLTING & ASSOC., INC		04/24/2025	Regular	0.00	33,889.00	83663
236762	Invoice	04/24/2025	Design Report/Facility Plan/Enviro Report	0.00	25,420.50		
237193	Invoice	04/24/2025	Design Report/Facility Plan/Enviro Report	0.00	8,468.50		
09996	ZIEGLER INC.		04/24/2025	Regular	0.00	237.28	83664
IN001857266	Invoice	04/24/2025	PUR APRIL ZIEGLER INVOICES	0.00	237.28		
09997	Zoro		04/24/2025	Regular	0.00	125.97	83665
INV16183442	Invoice	04/24/2025	PUR APRIL ZORO INVOICES	0.00	125.97		
01191	BREMER BANK - CC		03/28/2025	Bank Draft	0.00	12,073.04	DFT0001559
02/28/2025-CC S...	Invoice	03/28/2025	CC Statement: 02/28/2025	0.00	12,073.04		

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
06171	MN DEPT OF REVENUE		03/28/2025	Bank Draft	0.00	158,868.00	DFT0001560
02/2025-Sales Tax	Invoice	03/28/2025	SALES TAX DRAFT: 02/2025		0.00	158,868.00	
07640	PITNEY BOWES, INC.		03/28/2025	Bank Draft	0.00	3,500.00	DFT0001561
03/26/2025-Post...	Invoice	03/28/2025	POSTAGE REFILL		0.00	3,500.00	
07715	U.S. POSTAL SERVICE		03/28/2025	Bank Draft	0.00	4.42	DFT0001562
653933128	Invoice	03/28/2025	Addt'l Postage Due for Bulk Mail: 03/20/2...		0.00	4.42	
07715	U.S. POSTAL SERVICE		03/28/2025	Bank Draft	0.00	11.54	DFT0001563
654580092	Invoice	03/28/2025	Addt'l Postage Due for Bulk Mail: 03/26/2...		0.00	11.54	
07715	U.S. POSTAL SERVICE		03/31/2025	Bank Draft	0.00	7.51	DFT0001564
654874182	Invoice	03/31/2025	Addt'l Postage Due for Bulk Mail: 03/28/2...		0.00	7.51	
01805	CENTERPOINT ENERGY		04/03/2025	Bank Draft	0.00	18.15	DFT0001566
11582840-2-03/1...	Invoice	04/03/2025	1602 E RIVER RD		0.00	18.15	
01805	CENTERPOINT ENERGY		04/03/2025	Bank Draft	0.00	251.40	DFT0001567
11595232-7-03/1...	Invoice	04/03/2025	50 JENNY STREET		0.00	251.40	
02002	CITY OF BAXTER		04/03/2025	Bank Draft	0.00	1,091.23	DFT0001568
007335-000-03/1...	Invoice	04/03/2025	STORMWATER - ACCT# 007335-000: 02/2...		0.00	1,091.23	
09961	XCEL ENERGY		04/03/2025	Bank Draft	0.00	4,219.72	DFT0001571
918063710	Invoice	04/03/2025	Xcel Energy - Service Center/WWT		0.00	4,219.72	
09561	United Parcel Service, Inc		04/16/2025	Bank Draft	0.00	98.75	DFT0001580
0000E4015K105	Invoice	04/16/2025	PUR MARCH UPS INVOICES		0.00	98.75	
00472	AT&T MOBILITY		04/24/2025	Bank Draft	0.00	2,188.83	DFT0001592
287302792515X...	Invoice	04/24/2025	AT & T MONTHLY BILL: 03/2025		0.00	2,188.83	
02455	CTC		04/24/2025	Bank Draft	0.00	1,843.75	DFT0001593
21559836	Invoice	04/24/2025	MONTHLY BILL: 04/12/25-05/11/2025		0.00	1,843.75	
03682	Global Payments Direct, Inc.		04/24/2025	Bank Draft	0.00	112,365.90	DFT0001596
04/01/2025-CC F...	Invoice	04/24/2025	CREDIT CARD FEES: 03/2025		0.00	112,365.90	
07640	PITNEY BOWES, INC.		04/24/2025	Bank Draft	0.00	3,500.00	DFT0001598
04/17/2025-Post...	Invoice	04/24/2025	POSTAGE REFILL		0.00	3,500.00	
07715	U.S. POSTAL SERVICE		04/24/2025	Bank Draft	0.00	4.12	DFT0001599
656897128	Invoice	04/24/2025	Addt'l Postage Due for Bulk Mail: 04/15/2...		0.00	4.12	
07715	U.S. POSTAL SERVICE		04/24/2025	Bank Draft	0.00	4.27	DFT0001600
657270702	Invoice	04/24/2025	Addt'l Postage Due for Bulk Mail: 04/18/2...		0.00	4.27	
09925	WEX HEALTH, INC		04/24/2025	Bank Draft	0.00	21.85	DFT0001602
0002143747-IN	Invoice	04/24/2025	MONTHLY COBRA BILLING: 03/2025		0.00	21.85	
09961	XCEL ENERGY		04/24/2025	Bank Draft	0.00	2,710.95	DFT0001603
922165700	Invoice	04/24/2025	Xcel Energy - Service Center/WWT		0.00	2,710.95	
01191	BREMER BANK - CC		04/24/2025	Bank Draft	0.00	13,149.42	DFT0001604
03/31/2025- CC S...	Invoice	04/24/2025	CC Statement: 03/31/2025		0.00	13,149.42	
09561	United Parcel Service, Inc		04/24/2025	Bank Draft	0.00	92.68	DFT0001605
0000E4015K145	Invoice	04/24/2025	PUR APRIL UPS INVOICES		0.00	47.57	

Vendor Number / Payable #	Vendor Name / Payable Type	Post Date	Payment Date / Payable Description	Payment Type	Discount Amount / Discount Amount	Payment Amount / Payable Amount	Number
0000E4015K155	Invoice	04/24/2025	PUR APRIL UPS INVOICES		0.00	45.11	

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	207	112	0.00	550,998.90
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-118.00
Bank Drafts	22	21	0.00	316,025.53
EFT's	5	4	0.00	1,655,156.79
	234	**138**	**0.00**	**2,522,063.22**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	207	112	0.00	550,998.90
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-118.00
Bank Drafts	22	21	0.00	316,025.53
EFT's	5	4	0.00	1,655,156.79
	234	**138**	**0.00**	**2,522,063.22**

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	3/2025	251,820.04
9	POOLED CASH CONTROL	4/2025	2,270,243.18
			2,522,063.22

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Sign/Approve Rotary Solar Project Construction Contract

ACTION REQUESTED: Approve/Deny Motion **ESTIMATED TIME (MIN):** 1

SUBMITTED BY: **PRESENTER:**

SUMMARY OF ISSUE: Attached is the solar agreement that was approved for the Rotary park project.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Accept and approve the attached agreement that was presented by Rotarians at the previously approved Commission meeting.

FINANCIAL IMPACT:

Docusign Envelope ID: FE506F7E-7207-47A7-87FF-DC134776D40A

SOLAR DEVELOPMENT AGREEMENT

THIS SOLAR DEVELOPMENT CONTRACT ("Contract") dated as of **March 26th, 2025** by and between **Brainerd Public Utilities** ("Owner") and Wolf Track Energy, LLC, a Minnesota Limited Liability Company ("Solar Developer").

Owner and Solar Developer, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. Work.

Solar Developer will perform the solar project management, finance and construction services identified in Exhibit "A" ("Work") in accordance with the Contract Documents, as identified in Article 5 of this Contract on property which is located at **Rotary Riverside Park, Brainerd, Minnesota (46.341414, -94.214079)** ("Property").

Article 2. Contract Time.

The Work will be completed on or before **September 30th, 2025** ("Completion Date"), subject to modifications in approved Change Orders. Solar Developer's estimated progress schedule identifying the various stages of the Work and the corresponding payments to be made to the Solar Developer is identified in Exhibit "B" ("Payment Schedule").

Article 3. Contract Price.

Owner will pay to Solar Developer an amount equal to **$32,180.00** ("Contract Price") for completion of the Work, see Exhibit "B."

Article 4. Change Orders.

Any increase or decrease in the Contract Price, change in the Work or change in the Contract Time must be set forth in a change order signed by Owner and Solar Developer and approved by the Lender ("Change Order").

Article 5. Contract Documents.

The Contract Documents which comprise the entire Contract between Owner and Solar Developer concerning the Work consist of this Contract, Exhibit "A," Exhibit "B," the blue prints, shop drawings, plans and specifications for the Work ("Plans"), an itemized description of each segment of the Work that sets the timetable for completing the Work, and the corresponding payments for the Work ("Work" and "Payment Schedule") and any Change Orders.

Docusign Envelope ID: FE506F7E-7207-47A7-87FF-DC134776D40A

Article 6. Payment Procedures

6.1 **Progress Payments**. Solar Developer will submit to Owner a request for payment in a format agreed to by Owner and Solar Developer and approved by Lender ("Request for Disbursement") which will cover completed and inspected work consistent with Exhibit "B."

Within ten calendar days after a Request for Disbursement is presented, Owner will notify Solar Developer if Owner has any concerns about the Request for Disbursement that Owner believes should be resolved before Owner pays the amounts specified in the Request for Disbursement, and, in this event, Owner and Solar Developer will promptly meet to address such concerns. Owner will pay Solar Developer ninety percent (90%) of the full amount covered by the Request for Disbursement within ten calendar days from the day it was presented while retaining ten percent (10%) thereof ("Holdback") to be paid simultaneously with the final payment. Payment may be withheld for: (1) failure to perform the Work in accordance with the Contract Documents; (2) defective Work that is not corrected; or (3) failure of the Solar Developer to pay Subcontractors or to pay for labor, materials or equipment when due.

6.2 **Final Payment**. Final payment of the balance of the Contract Price including the Holdback will be made in accordance with Exhibit "B" and the following procedures:

a. When Solar Developer considers the Work substantially complete, Solar Developer will notify Owner in writing. Within a reasonable time thereafter, Owner and Solar Developer will inspect the Work. Promptly after such inspection, Owner will deliver to Solar Developer a written punch list of the items that must be completed in order for the Work to reach final completion ("Final Completion"). Alternatively, Owner will deliver to Solar Developer a written statement that Final Completion has been reached because no punch list items remain to be completed.

b. If Owner delivers a written punch list to Solar Developer, then Solar Developer will deliver to Owner a written notice that the Work is finally complete when Solar Developer believes that the punch list items have been completed. Then Owner and Solar Developer will promptly inspect the punch list items. Promptly after such inspection, Owner will deliver to Solar Developer either (i) a written statement that Final Completion has been reached or (ii) another written punch list of the items that still must be completed in order for the Work to reach Final Completion in which event the punch list procedure described above will be repeated until all punch list items have been completed.

c. When Final Completion has been reached and after Solar Developer has delivered to Owner all maintenance and operating instructions, schedules, guarantees, certificates of inspection, marked-up record documents and other documents, Solar Developer may make application for final payment following the procedure for progress payments. The final Request for Disbursement will be accompanied by all documentation called for in the Contract Documents, together with complete and legally effective releases or waivers (satisfactory to Owner and Lender) of all potential liens arising out of or filed in connection with the Work.

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Article 7. Interest.

Payments due and unpaid to Solar Developer that are 30 days or more overdue will incur a 5% late fee.

Article 8. Solar Developer's Representation.

In order to induce Owner to enter into this Contract, Solar Developer makes the following representation:

Solar Developer has familiarized itself with the nature and extent of the Contract Documents, Work site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

Article 9. Solar Developer's Responsibilities.

9.1. **Performance**. Solar Developer will perform the Work in accordance with the Contract Documents. Solar Developer will be solely responsible for the means, methods, techniques, sequences and procedures of construction.

9.2. **Personnel**. Solar Developer will provide competent, suitable personnel to perform construction services as required by the Contract Documents. Solar Developer will at all times maintain good discipline and order at the Property.

9.3. **Furnished Items**. Solar Developer will furnish and be fully responsible for all materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water sanitary facilities, temporary facilities and all other facilities and incidentals necessary for the furnishing, performance, testing, start-up and completion of the Work, except as specified in the Contract Documents.

9.4. **Materials**. All materials and equipment will be of good quality and new, except as otherwise provided in the Contract Documents. All materials and equipment will be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable supplier.

9.5. **Subcontractors**. Solar Developer will be fully responsible to Owner for all acts and omissions of its subcontractors, suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect contract with Solar Developer just as Solar Developer is responsible for Solar Developer's own acts and omissions. Nothing in the Contract Documents will create any contractual relationship between Owner and any such subcontractors, supplier or other person or organization, nor will it create any obligation on the part of Owner to pay any such subcontractors, supplier or other person or organization except as may otherwise be required by laws and regulations.

9.6. **Pre-lien Notice**. Any person or company supplying labor or materials for this improvement to the property may file a lien against the property if that person or company is not

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paid for the contributions. Under Minnesota law, Owner has the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from the Solar Developer contract price, or withhold the amounts due them from Solar Developer until 120 days after completion of the improvement unless Solar Developer gives Owner a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

9.7. **Permits; Inspections**. Solar Developer will obtain and will pay for all construction permits and licenses unless otherwise agreed to by the Owner in writing. Owner will assist Solar Developer, when necessary, in obtaining such permits and licenses. Solar Developer will pay all governmental charges and inspection fees necessary for the Work and arrange for all such inspections to occur if required. Solar Developer will give all notices and comply with all laws and regulations applicable to furnishing and performance of the Work.

9.8. **Taxes**. Solar Developer will pay all sales, consumer, use and other similar taxes required to be paid by Solar Developer in accordance with the laws and regulations of the place of the Work which are applicable during the performance of the Work.

9.9. **Use of Premises**. Solar Developer will confine construction equipment, the storage of materials and equipment and the operations of workers to the Property, and will not unreasonably encumber the Property with materials or equipment. Solar Developer will be fully responsible for any damage to the Property or areas contiguous thereto resulting from the performance of the Work. During the progress of the Work, Solar Developer will keep the Property free from accumulations of waste materials, rubbish and other debris resulting from the Work. At the completion of the Work, Solar Developer will remove all waste materials, rubbish and debris from and about the Property as well as all tools, appliances, construction equipment and machinery, and surplus materials, and will leave the Property clean and ready for occupancy by Owner.

9.10. **Record Documents**. Solar Developer will maintain in a safe place at the Property one record copy of all drawings, specifications, addenda, written amendments, Change Orders, and the like in good order and annotated to show all changes made during construction which will be delivered to Owner.

9.11. **Safety**. Solar Developer will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. Solar Developer will comply with all applicable laws and regulations relating to the safety of persons or property.

9.12. **Continuing the Work**. Solar Developer will carry on the Work and adhere to the progress schedule during all disputes or disagreements with Owner.

9.13. **Damage to the Work**. Solar Developer will repair or replace, at Solar Developer's sole expense, every portion of the Work that is damaged or destroyed prior to Final Completion and caused in whole or in part by the acts or omissions of Solar Developer. Notwithstanding the foregoing, Owner will bear the cost of such repair or replacement if the sole cause of the damage or destruction of the Work was Owner's negligence.

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9.14. **Warranty**. Solar Developer warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. If within ten years after the date of Final Completion or such longer period of time as may be prescribed by laws or regulations or by the terms of any specific provision or applicable special guarantee in the Contract Documents, any Work is found to be defective, Solar Developer will promptly, without cost to Owner and in accordance with Owner's written instructions, promptly either correct such defective Work, or if it has been rejected by Owner, remove it from the Property and replace it with non-defective Work. If Solar Developer does not promptly comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective Work corrected or the rejected Work removed and replaced, and all direct, indirect and consequential costs of such removal and replacement (including but not limited to fees and charges of engineers, architects, attorneys and other professionals) will be paid by Solar Developer.

9.15. **Indemnity and Hold Harmless**. Solar Developer will indemnify and hold harmless Owner against all loss, liability, cost expense, damage and economic detriment of any kind whatsoever that arises out of or results from performance of the Work but only to the extent caused in whole or in part by the acts or omissions of the Solar Developer.

9.16. **Related Work at Property**. Owner may perform other work at the Property which is not part of the Work by Owner's own forces or let other direct contracts therefor. Solar Developer will afford Owner's own forces and each other Solar Developer who is a party to such a direct contract proper and safe access to the Property and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such work. Solar Developer will do all cutting, fitting and patching of the Work that may be required to make its several parts come together properly and integrate with such other work. Solar Developer will not endanger any work of others by cutting, excavating or otherwise altering their work and will only cut or alter their work with the written consent of Owner and the others whose work will be affected.

Article 10. Insurance.

10.1. **Solar Developer's Insurance**. Solar Developer will purchase and maintain the following insurance policies: (i) public liability insurance with limits of liability equal to at least $300,000 per occurrence; (ii) workers' compensation insurance as required by applicable state law; (iii) automobile liability insurance as required by applicable state law.

10.2 **Owner's Insurance**. Owner will be responsible for purchasing and maintaining Owner's liability insurance and other reasonably appropriate insurance.

Article 11. Termination.

11.1 **Termination by Owner**. If the Solar Developer breaches any of its obligations under this Agreement, then Owner may give Solar Developer written notification identifying such breach. If Solar Developer has not cured such breach within seven (7) calendar days from

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its receipt of Owner's written notification or if such breach cannot be cured within such seven (7) day period, then if Solar Developer either does not begin cure within such seven (7) day period or fails to diligently prosecute cure to completion, Owner may terminate this Contract and take possession of the Work. Alternatively, instead of terminating the Contract, Owner may cure the breach and deduct the cost thereof from amounts otherwise owed to the Solar Developer.

11.2 **Termination by Solar Developer**. If the Owner breaches any of its obligations under this Agreement, then Solar Developer may give Owner written notification identifying such breach. If Owner has not cured such breach within seven (7) calendar days from its receipt of Solar Developer's written notification, or if such breach cannot be cured within such seven (7) day period, then if Owner either does not begin cure within such seven (7) day period or fails to diligently prosecute cure to completion, Solar Developer may terminate this Contract. Should Solar Developer find it necessary to take legal action of any kind to enforce the terms of this contract, Solar Developer shall be entitled to all costs of such legal action, including reasonable attorney fees.

Article 12. Miscellaneous.

12.1. Assignment of any rights or interests under this Contract will not be binding on any party to this Contract without the written consent of such party. Payments due under this Contract may not be assigned.

12.2. Owner and Solar Developer each binds itself, its partners, successors, assigns and legal representatives, to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

12.3. This Contract and all issues, disputes and matters arising out of it will be governed by and construed in accordance with the law of the State of Minnesota, exclusive of that body of law governing conflicts of laws. Any claims arising out of this contract shall be brought in State District Court within St. Louis County, State of Minnesota.

12.4. Notwithstanding anything contained in this Agreement to the contrary, neither Party will be deemed liable or to be in default for any delay or failure in performance under this Agreement deemed to result, directly or indirectly, from acts of God, acts of civil or military authority, acts of public enemy, war, or any like cause beyond its reasonable control unless such delay or failure in performance is expressly addressed elsewhere in this Agreement.

12.5 Owner hereby grant permission to Solar Developer to use my/our likeness, names, images, digital assets, property photographs/videos, and appearances in any photographs or videos and other media relating to the work being performed on our personal property taken or produced for Solar Developer's marketing purposes including but not limited to website publications, social media channels, case study materials, print materials, or any other print and digital materials for Solar Developer .

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Owner understands and agrees that Solar Developer owns all rights and publications to the aforementioned marketing materials and may use, edit, reproduce, and distribute these materials for any and all marketing purposes.

Owner hereby releases Solar Developer and its employees from any and all actions, claims, and causes of action that arise from or are in any way connected to such use of the marketing materials. Solar Developer will not use your nonpublic personal information including your personal property address and financial information.

Article 13. Contingencies

13.1. Ground Mount Solar Array In the event Solar Developer discovers bedrock within 6.5 feet (78 inches) of the surface, Solar Developer will notify Owner of the discovery of bedrock and the ensuing change in installation procedure and price.

13.2. Contract Price does not include any upgrades required by the local utility company that are not specifically outlined in Exhibit A.
IN WITNESS WHEREOF, Owner and Solar Developer have signed this Contract.

This Contract will be effective on _____**March 26th, 2025.**

OWNER	WOLF TRACK ENERGY
Brainerd Public Utilities	**Simon Eddy**
_____	Signed by: D2D976E6AE9B41D... 3/31/2025
Address:	Address:
8027 Highland Scenic Dr.	818 6th Ave
Brainerd, Minnesota 56425	Two Harbors, Minnesota 55616

Docusign Envelope ID: FE506F7E-7207-47A7-87FF-DC134776D40A

EXHIBIT A
CONSTRUCTION SERVICES

The project scope includes the installation of a **9.7 kW-DC, 7.6 kW-AC** rated **roof-mounted** solar photovoltaic system at the property located at address listed above.

This includes all equipment, labor, and construction materials needed to complete this project. Photovoltaic system shall consist of:

(20) VSUN 485W Solar Modules

(20) Enphase IQ8HC Microinverters

(1) Flush Mounted racking, metal exposed fastener roofing attachments

(1) Cell based Enphase monitoring, 5 year cell plan included

(1) 75’ trench and wire run to point of interconnection

(1) All Electrical Labor

(1) Permitting

(1) Interconnection Application

System shall be supported by Premium Grade aluminum mounting system, and other balance of system (BOS) components, including but not limited to Solar Performance Meter Box (if required), AC disconnect, and electrical hardware (circuit breakers, wire, conduit, junction boxes, etc.).

All equipment will be installed as required by applicable codes, the local utility company, and Homeowner’s Association guidelines (if applicable). During daylight hours this photovoltaic system (solar electric) will provide electricity in parallel with the local utility service provider. Or to Batteries in a Stand-Alone system.

At completion of work remove all waste, debris, rubbish, tools, equipment, machinery and surplus materials.

Solar Developer shall not be responsible for landscaping improvement services as part of this contract.

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EXHIBIT B
PAYMENT SCHEDULE

Purchaser shall pay Solar Developer for the materials and labor to be performed under this agreement in an amount of: **$32,180.00**

Contractor shall invoice for, and purchaser shall make, payments under this contract in accordance with the following schedule:

$10,000 is due upon signing of this agreement;
(to be paid by the Rotary Club of Brainerd, used for purchase of materials)

Signed by:
Adam Rees
15230A58614F4A5...

4/2/2025

$9,308.00 is due upon scheduling of solar installation date;
(to be paid by Brainerd Public Utilities)

$12,872.00 is due upon completion of Solar Modules installation (roof or ground mount) and all connecting circuitry. Dissemination of appropriate documents, warranties, approved final inspection.
(to be paid by Brainerd Public Utilities)

Payment shall be made to the order of Wolf Track Energy, in one of four ways: (1) check, (2) credit card (2.9% fee applies), (3) cashier's check, (4) ACH bank transfer.

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve sale of Surplus Item - Dodge Durango

ACTION REQUESTED: Approve/Deny Motion **ESTIMATED TIME (MIN):**

SUBMITTED BY: Danny Loch, Finance Manager **PRESENTER:**

SUMMARY OF ISSUE: One item is being presented for surplus auction on approval by the commission. The vehicle has been evaluated and deemed no longer essential for operational needs. The vehicle is a 2007 Dodge Durango and is aged beyond its service life and will be rotated out of use as planned. See attached documents for additional information.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Approve surplus auction sale on the MN State surplus site.

FINANCIAL IMPACT:

DEPARTMENT OF ADMINISTRATION
SURPLUS SERVICES

Online Auction Request

Online auctions run for 7 to 10 days. Each lot is run as a separate auction. Inspections will be done by appointment only. Please provide all the information below along with digital photos of the lots and copies of titles for all vehicles and trailers. **BIDDER PAYMENTS MUST BE A CERTIFIED CHECK OR MONEY ORDER MADE PAYABLE TO SURPLUS SERVICES.** Full payments must be sent to Surplus Services as soon as possible.

Contact information

Department/Agency:	BRAINERD PUBLIC UTILITIES		
Contact Name:	ANNMARIE LAMSER		
Address:	8024 HIGHLAND SCENIC RD, BAXTER, MN 56425		
Email:	ALAMSER@BPU.ORG		
Phone:	218-825-3233		
Item Location:			
Deposit Info Vendor Number:		Remittance Address:	

Lot Information

Please review our website: www.MinnBid.org. Look over some of the past and current Online Auctions. This will give you and idea of what the information should be provided in the Remarks section.

LOT 1

Year	2007	**Make**	DODGE	**Model**	DURANGO
VIN/Serial Number	1D8HB38P87F565542				
Mileage	87771	**Condition**	USED	**Reserve Price (optional)**	$1000
Remarks: Any known Defects and options the unit may have	4X4 4.7 liter V8 engine Body very rusty around wheel wells. Tires at 25%				

LOT 2

Year		**Make**		**Model**	
VIN/Serial Number					
Mileage		**Condition**		**Reserve Price (optional)**	$
Remarks: Any known Defects and options the unit may have					

LOT 3

Year		**Make**		**Model**	
VIN/Serial Number					
Mileage		**Condition**		**Reserve Price (optional)**	$
Remarks: Any known Defects and options the unit may have					

LOT 4

Year		**Make**		**Model**	
VIN/Serial Number					
Mileage		**Condition**		**Reserve Price (optional)**	$
Remarks: Any known Defects and options the unit may have					

LOT 5

Year		**Make**		**Model**	
VIN/Serial Number					
Mileage		**Condition**		**Reserve Price (optional)**	$
Remarks: Any known Defects and options the unit may have					

BIDDER PAYMENTS MUST BE A CERTIFIED CHECK OR MONEY ORDER MADE PAYABLE TO SURPLUS SERVICES. Full payments must be sent to Surplus Services, 5420 Old Highway 8, Arden Hills, MN 55112 as soon as possible.

I certify that this is property owned by agency submitting this form and is not subject to any lien, restriction, or other encumbrance.

_____ _____ _____

Authorized Signature Title Date

Surplus Services Use Only	
	Surplus Services Authorization

DURANGO

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P R N D 2 1
TRIP

4WD
LOCK
MUTE
SCAN
MODE
PUSH ON
AUX
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2
3
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5
6
PUSH AUDIO
CLIMATE CONTROL
POWER
OUTLET

4WD
4WD
LOCK

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve/Deny Blockmetrix Purchased Power Agreement Extension

ACTION REQUESTED: Approve/Deny Motion **ESTIMATED TIME (MIN):** 15

SUBMITTED BY: Danny Loch, Finance Manager **PRESENTER:** Danny Loch, Finance Manager

SUMMARY OF ISSUE: Staff received the attached 6-month extension request from Blockmetrix. Blockmetrix will be in attendance to answer any questions and present their request. In addition, Blockmetrix has provided their plan sets in the attached documents for your consideration and to assist with their presentation.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Approve or Deny the attached 6-month extension request based on the Blockmetrix presentation.

FINANCIAL IMPACT:

BLOCKMETRIX

1910 Pacific Avenue
Suite 2000 #1002
Dallas, TX 75201

April 23, 2025

Subject: Request for 6-Month Project Extension Due to Tariff and Supply Chain Impacts

Dear BPU,

We are writing to respectfully request a six-month extension on our current development timeline due to significant delays caused by global trade disruptions and evolving U.S. tariff policy.

Tariffs Have Dramatically Increased Fixed Costs

Recent tariff expansions on Chinese goods have effectively doubled the fixed costs of critical infrastructure components for our project—specifically computing hardware, transformers, and related equipment. According to the Financial Times (April 2025), major U.S. manufacturers like RTX Corp. are projecting up to $850 million in annual pre-tax losses from continued tariffs, while companies such as GE Aerospace are raising prices just to offset cost increases—costs that directly mirror what we're experiencing in our supply chain.
Source: Financial Times – "US manufacturers brace for heavy hit from prolonged tariffs."

Supply Chain Has Stalled Amid Global Uncertainty

Although there was a temporary 90-day pause on tariff escalation, that window only added further uncertainty, as suppliers are now shipping only minimal inventory while awaiting clarity on future trade policy. A recent FreightWaves article described how entire cargo lanes are stalling, with shipments stranded and movement slowing as companies delay imports amid the uncertainty.
Source: FreightWaves – "Trade war halts ships, strands containers."

This has led to first-come, first-served prioritization among vendors and OEMs, causing longer lead times and a growing backlog that affects every downstream recipient—including our project.

Investor Implications and Progress to Date

We are also requesting this extension in good faith on behalf of our investors, who are committed to the project based on its original cost and timeline assumptions. If tariffs

continue at current levels, the project will likely require additional capital, and this extension will allow us the necessary time to re-evaluate financing options.

It's important to emphasize that we have made substantial progress:

1. Permitting is well underway, with Civil permits approved
2. Design and engineering are substantially complete
3. The site is prepared for construction

However, the compounding effects of global trade delays and tariff-driven inflation are not of our own making and pose serious timing challenges.

Analogy to Housing Backlogs During COVID

This situation parallels the COVID-era housing market: a near halt in new home starts led to a massive supply-demand imbalance, driving home prices higher despite rising interest rates. We anticipate a similar post-disruption demand surge that will further delay fulfillment and drive cost escalations—especially for hard-to-source energy infrastructure.

For these reasons, we respectfully request a six-month extension to our current agreement. This additional time will allow us to navigate the complex economic landscape, secure necessary hardware without compromising pricing or quality, and continue to fulfill our obligations responsibly to Brainerd Public Utility and our stakeholders. While we anticipate being operational well before this date, I wanted to secure sufficient runway without the need for another extension.

Please let us know if further information or supporting documentation is required. We remain fully committed to the success of this project and to our partnership with the city of Brainerd.

Clark Swanson
CEO | Blockmetrix LLC
clark@blockmetrix.com

BLOCKMETRIX DATA CENTER

BRAINERD, MN

ABBREVIATIONS

ACT.	ACOUSTICAL CEILING TILE	INT.	INTERIOR	TYP.	TYPICAL
ALUM.	ALUMINUM	LAM.	LAMINATED	U.L.	UPPER LEVEL
BRG.	BEARING	L.H.	LEFT HAND	U.N.O.	UNLESS NOTED OTHERWISE
B.O.	BOTTOM OF	L.L.	LOWER LEVEL	V.B.	VINYL BASE
C.J.	CONTROL JOINT	MAX.	MAXIMUM	V.C.T.	VINYL COATED TILE
CLG.	CEILING	MIN.	MINIMUM	V.G.P.	VINYL COATED GYPSUM
Ç	CENTER LINE	MTL.	METAL	W/	WITH
C.M.U.	CONCRETE MASONRY UNIT	M.L.P.	METAL LINER PANELS	WD.	WOOD
CONC.	CONCRETE	M.L.	MAIN LEVEL	WDW	WINDOW
CPT.	CARPET	N.I.C.	NOT IN CONTRACT		
C.T.	CERAMIC TILE	O.C.	ON CENTER		
C.S.	CULTURED STONE	O.H.	OVERHEAD		
DN.	DOWN	OPT.	OPTION		
D.W.	DISH WASHER	OP.HD.	OPPOSITE HAND		
DWG	DRAWING	QTY.	QUANTITY		
ELEC.	ELECTRIC	RCP.	REFLECTED CEILING PLAN		
EXIST.	EXISTING	R.H.	RIGHT HAND		
EXT.	EXTERIOR	S.C.	SEALED CONCRETE		
F.D.	FLOOR DRAIN	SIM.	SIMILAR		
F.R.P.	SANITARY WALL PANELS	T&G	TONGUE AND GROOVE		
F.V.	FIELD VERIFY	T.O.	TOP OF		
GYP.BD.	GYPSUM BOARD	TSM.	TRANSOM		
H.M.	HOLLOW METAL	TV	TELEVISION		
INSUL.	INSULATION				

VICINITY MAP

PROJECT LOCATION

PROJECT INFO

DESIGN/ BUILD:

HY-TEC CONSTRUCTION, INC
11360 BUSINESS 371
BRAINERD, MN 56401
PH. 218-829-8529
FAX. 218-829-5383

DESIGN CONTACT: ANDY WALETZKO

CONSTRUCTION CONTACT: JEFF HANSON

ARCHITECT:

STAN WEISER

2000 SLEEPY HOLLOW RD.
FORT RIPLEY, MN

27060 FLOSSMOOR DR
BONITA SPRINGS, FL 34135

218-251-7785

CIVIL:

KRAMER LEAS DELEO
1120 INDUSTRIAL PARK ROAD SW
BRAINERD, MN 56401

CIVIL CONTACT: TONY POHL, PE

STRUCTURAL:

WIDSETH
610 FILLMORE STREET
ALEXANDRIA, MN 56308

STRUCTURAL CONTACT: DEREK NAVRATIL, PE

MECHANICAL:

THE DESIGN GROUP INC.
331 6TH AVE. SW
CHISHOLM, MN 55719

MECHANICAL CONTACT: OTTO MAKI, PE

PLUMBING:

THE DESIGN GROUP INC.
331 6TH AVE. SW
CHISHOLM, MN 55719

MECHANICAL CONTACT: OTTO MAKI, PE

ELECTRICAL:

THE DESIGN GROUP INC.
331 6TH AVE. SW
CHISHOLM, MN 55719

MECHANICAL CONTACT: OTTO MAKI, PE

GENERAL NOTES

1. ALL WORK WILL BE IN COMPLIANCE WITH STATE & LOCAL CODES FOR RESPECTIVE TRADES.
2. DO NOT SCALE THE DRAWING.
3. CONTRACTOR TO VERIFY ALL DIMENSIONS.
4. CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS.
5. CONTRACTOR WILL BE RESPONSIBLE FOR VERIFYING LOCATIONS OF EXISTING UTILITIES & EASEMENTS.
6. CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING FINISH FLOOR HEIGHT ON THE SITE & INSURING DRAINAGE AWAY FROM THE BUILDING.
7. CONTRACTOR IS RESPONSIBLE FOR VERIFYING SOIL BEARING CONDITIONS.
8. FIRE BLOCK ALL WALLS OVER 10'-0" IN HEIGHT @ MAX. 10'-0" ABOVE FINISH FLOOR.

CODE REVIEW

Project: Blockmetrix Data
Location: Brainerd, MN

Applicable Codes:
2020 Minnesota Building Code
2020 Minnesota Accessibility Code
2024 Minnesota Energy Code
2020 Minnesota State Fire Code
2020 Minnesota Mechanical Code
2020 Minnesota Electrical Code
NFPA 70 2020

Code Review:
Building Occupancy Mixed Non-Separated, B-Business/S2 – Storage
Construction Type IV unprotected, fully sprinklered
One Story, Slab on Grade

Allowable Height = 40'-0"
Actual Height = 35'-0"

Allowable Area = B-36,000 SF, S2-54,000 SF
Actual Area = 25,345 (B= 3,101 SF, S2=22,244 SF)

Fire Walls – None Required – nonseparated use
Section 509 – none required as building is fully sprinklered

Fire Sprinkler – Fully Sprinklered
Fire Alarm – 907.2.22 requires fire alarm in Data Center
Fire extinguishers – 2A-10BC max 100' travel disance

Exits Required = 4 Provided = 5
Max exit distance allowed = 200'-0",

Occupants:
S2 – 22,244/300 = 75

B -Conference= 300/15 = 20
Storage = 1344/300 = 5
Bathrooms / Hallway = 800= n.a.
Remaining = 657/150 = 5
Total B occ = 30

REVISIONS

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Stanley H. Weiser LIC. NO. 40203
STANLEY H. WEISER 3.19.25

11360 BUSINESS 371
BRAINERD MN 56401
PHONE 218-829-8529
FAX 218-829-5383
hytecconstruction.com
lic #BC-20050648

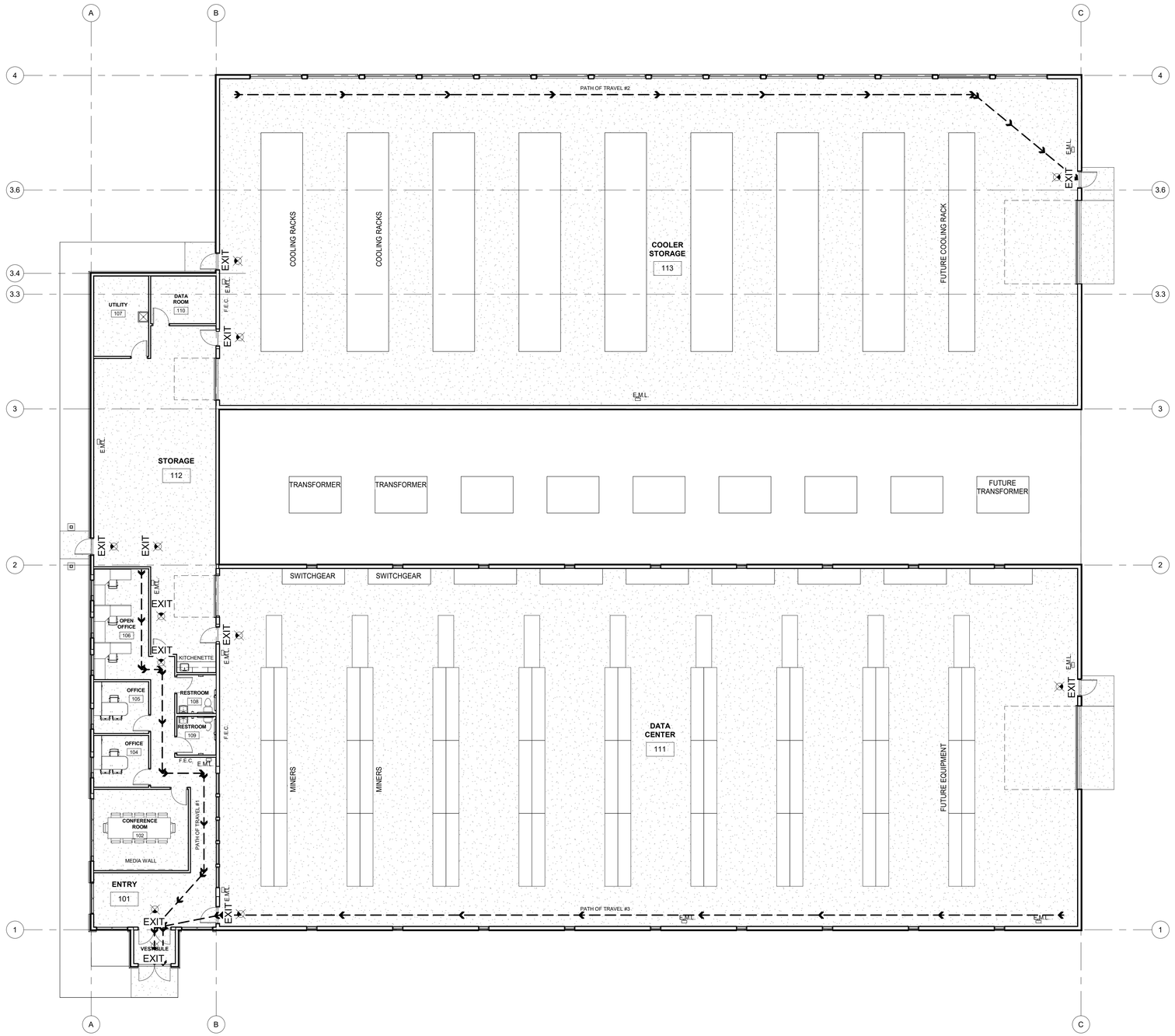
HY-TEC CONSTRUCTION
ARCHITECTURAL DIVISION

BLOCKMETRIX DATA CENTER
BRAINERD, MN
TITLE SHEET

DATE:
2.17.25

SHEET:
T1.1

CONSTRUCTION SET

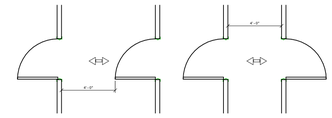


1 T1.2 **MAIN LEVEL LIFE SAFETY PLAN**
3/32" = 1'-0"

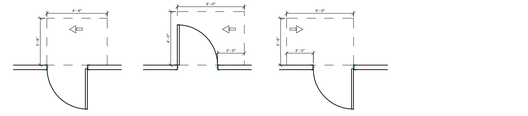
PATH OF TRAVEL	
MARK	TOTAL LENGTH
1	91' - 4 9/32"
2	167' - 7 9/16"
3	180' - 6 5/8"

LIFE SAFETY PLAN LEGEND

E.M.L.	EMERGENCY LIGHT
F.E.C.	FIRE EXTINGUISHER CABINET
EXIT	EXIT SIGN



MANEUVERING CLEARANCE TWO DOORS IN SERIES



MANEUVERING CLEARANCE AT SWINGING DOORS

REVISIONS

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LIC. NO. 40203
STANLEY H. WEISER
3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

HYTEC CONSTRUCTION
ARCHITECTURAL DIVISION

BLOCKMETRIX DATA CENTER
CODE ANALYSIS

PROJECT #

DATE:
2.17.25

SHEET:
T1.2

CONSTRUCTION SET

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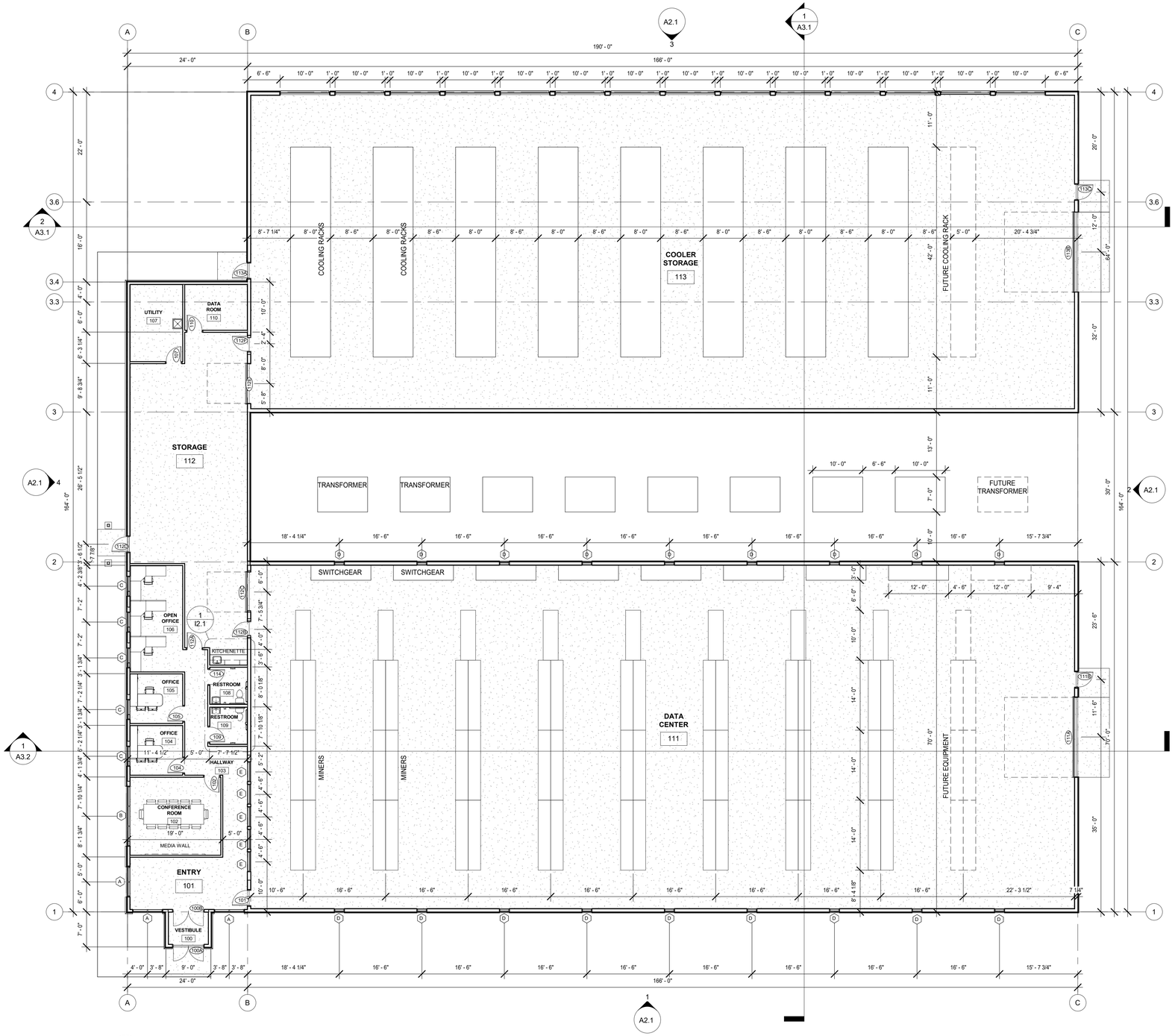

1 A1.1 **MAIN LEVEL FLOOR PLAN**
3/32" = 1'-0"

REVISIONS

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STANLEY H. WEISER LIC. NO. 40203 3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

HYTEC CONSTRUCTION
ARCHITECTURAL DIVISION

BLOCKMETRIX DATA CENTER

MAIN FLOOR PLAN

PROJECT #

DATE: 2.17.25

SHEET: A1.1

CONSTRUCTION SET

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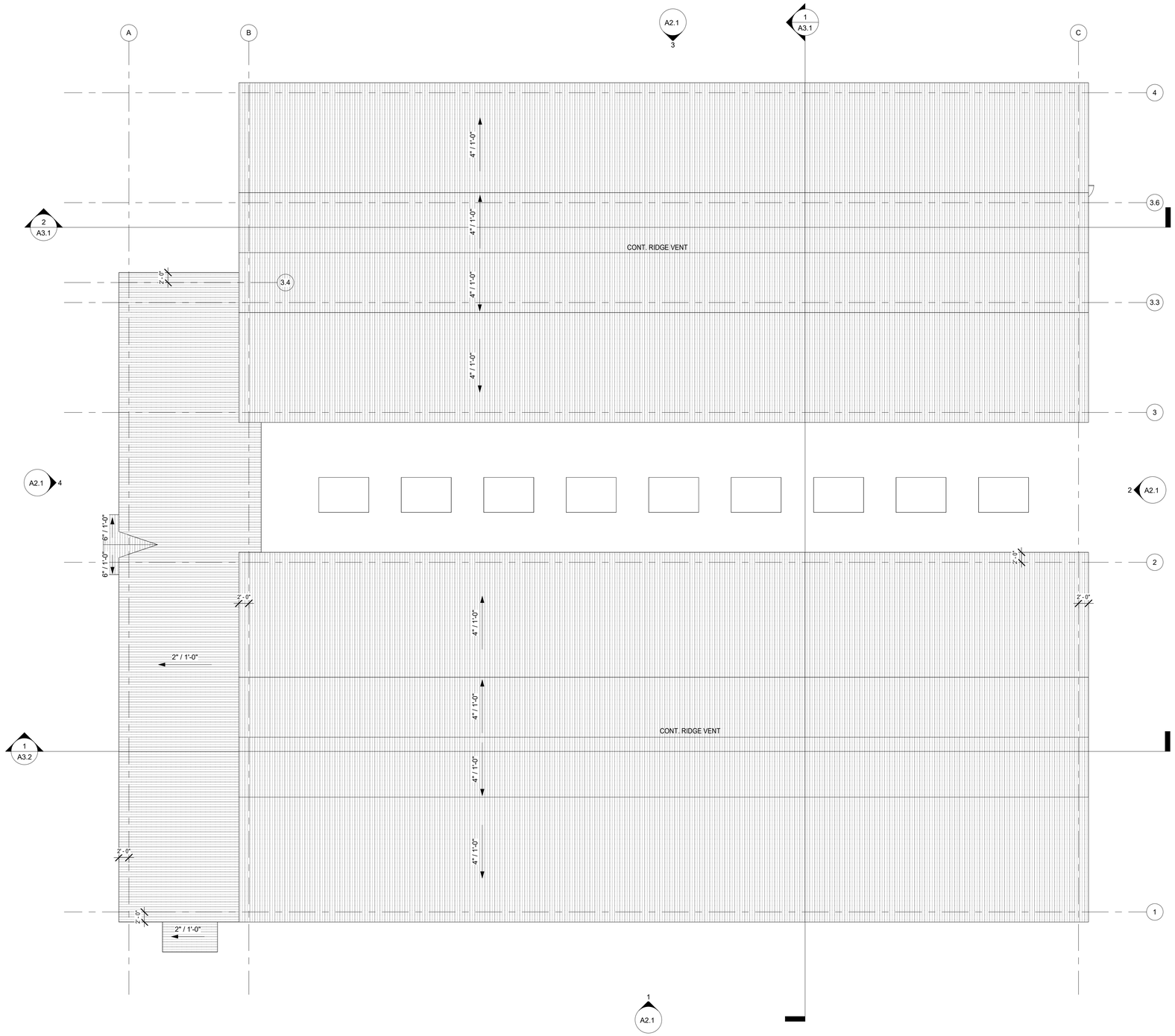

1 A1.2 **ROOF PLAN**
3/32" = 1'-0"

CONSTRUCTION SET

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11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

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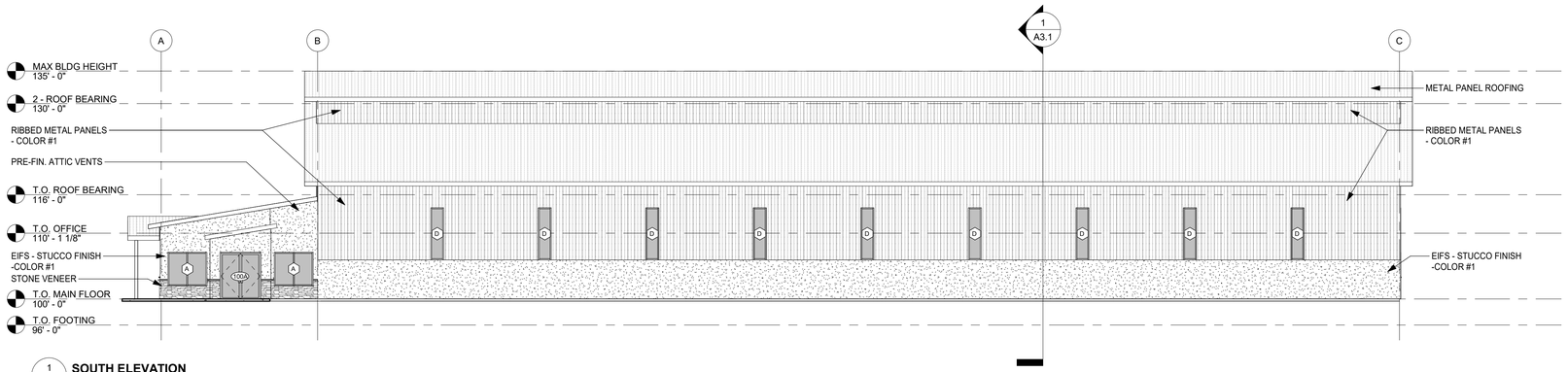
BLOCKMETRIX DATA CENTER

ROOF PLAN

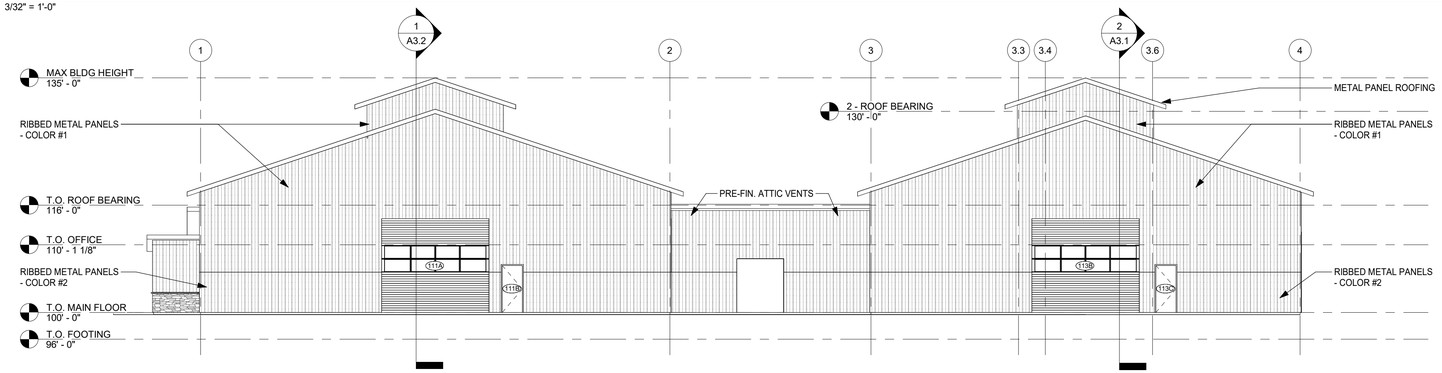
PROJECT #

DATE:
2.17.25

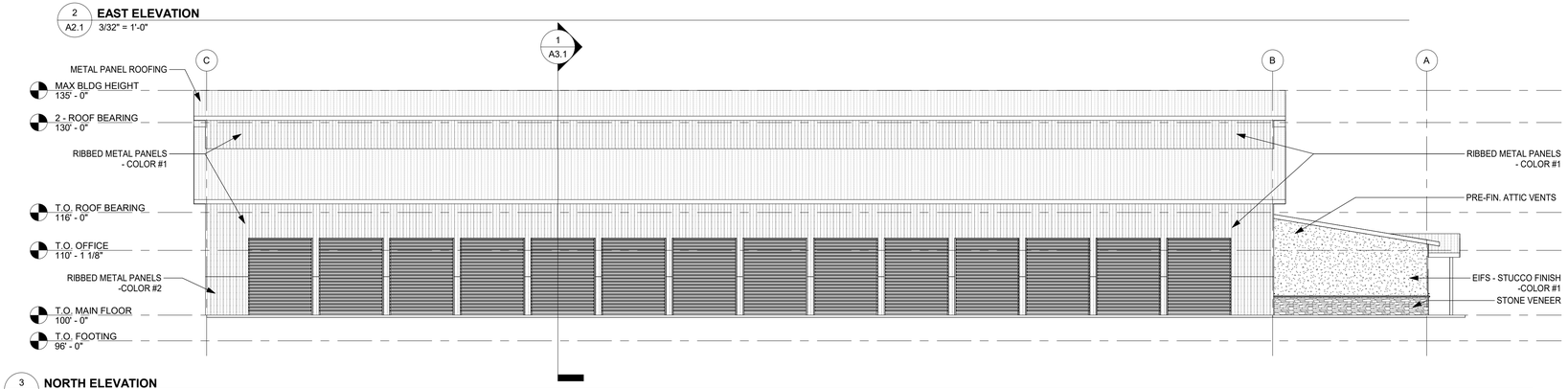
SHEET:
A1.2



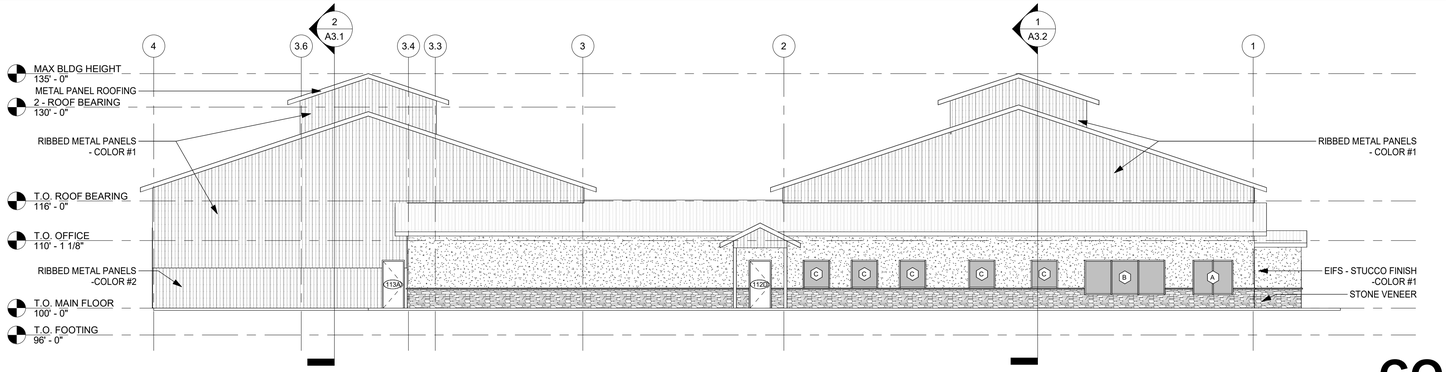
1 A2.1 **SOUTH ELEVATION**
3/32" = 1'-0"



2 A2.1 **EAST ELEVATION**
3/32" = 1'-0"



3 A2.1 **NORTH ELEVATION**
3/32" = 1'-0"



4 A2.1 **WEST ELEVATION**
3/32" = 1'-0"

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STANLEY H. WEISER LIC. NO. 40203 3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

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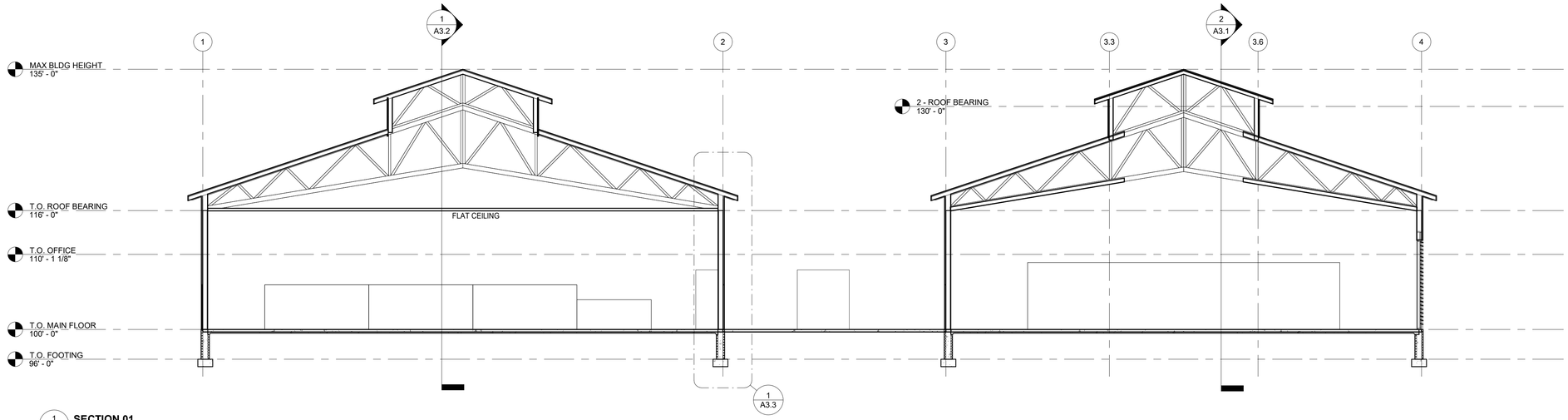
EXTERIOR ELEVATIONS

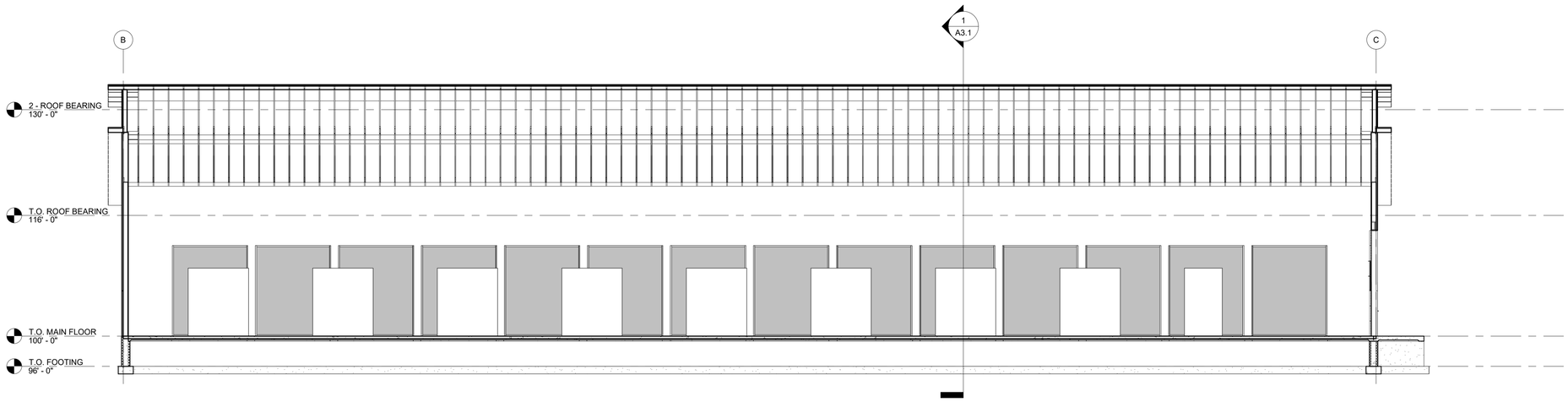
PROJECT #

DATE: 2.17.25

SHEET: A2.1



1 A3.1 **SECTION 01**
1/8" = 1'-0"



2 A3.1 **SECTION 02**
1/8" = 1'-0"

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STANLEY H. WEISER LIC. NO. 40203 3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

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SECTIONS

PROJECT #

DATE:
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A3.1

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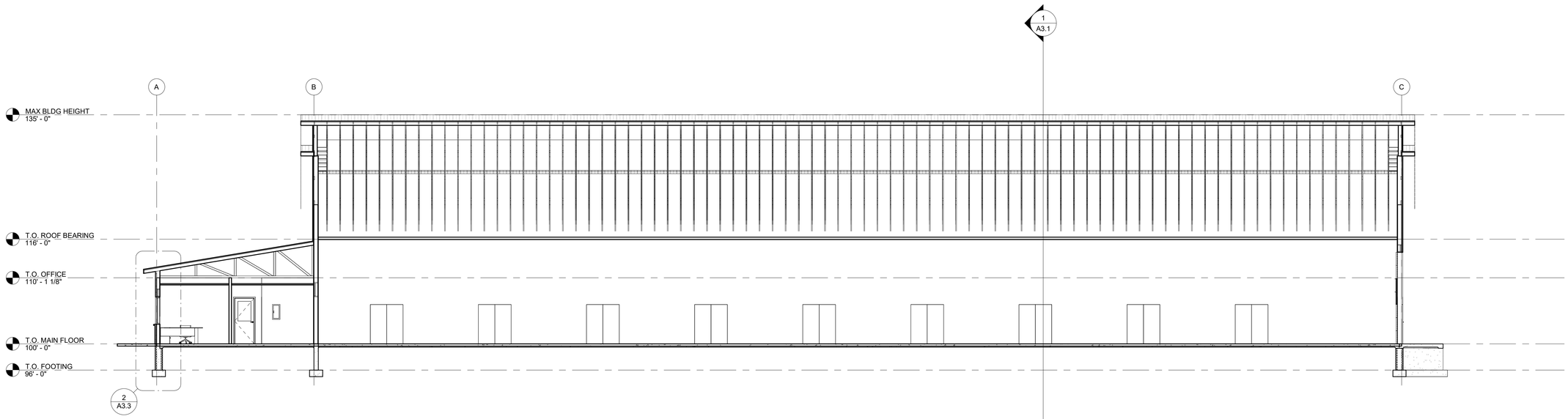

1 A3.2 **SECTION 03**
1/8" = 1'-0"

REVISIONS

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STANLEY H. WEISER LIC. NO. 40203 3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
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ARCHITECTURAL DIVISION

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SECTIONS

PROJECT #

DATE:
2.17.25

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A3.2

CONSTRUCTION SET

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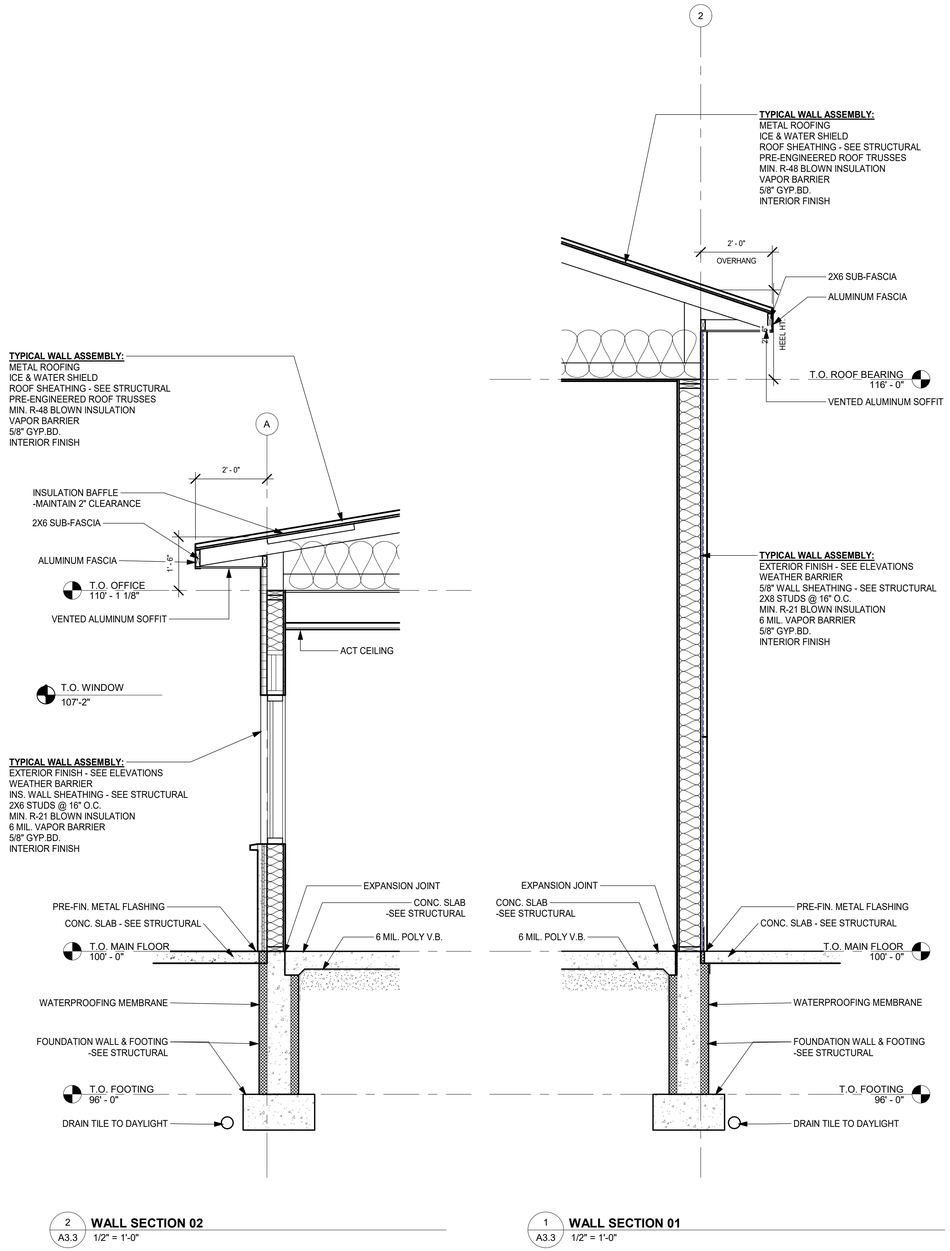

2 A3.3 **WALL SECTION 02**
1/2" = 1'-0"

1 A3.3 **WALL SECTION 01**
1/2" = 1'-0"

REVISIONS

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LIC. NO. 40203
STANLEY H. WEISER
3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
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HYTEC CONSTRUCTION
ARCHITECTURAL DIVISION

BLOCKMETRIX DATA CENTER
DETAILS

PROJECT #

DATE:
2.17.25

SHEET:
A3.3

CONSTRUCTION SET

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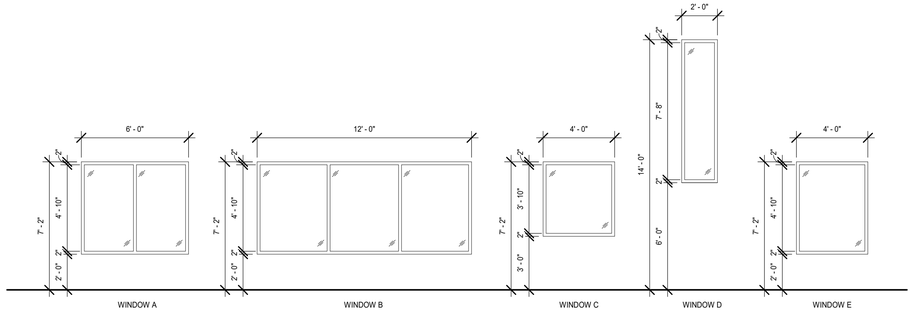
DOOR & FRAME SCHEDULE

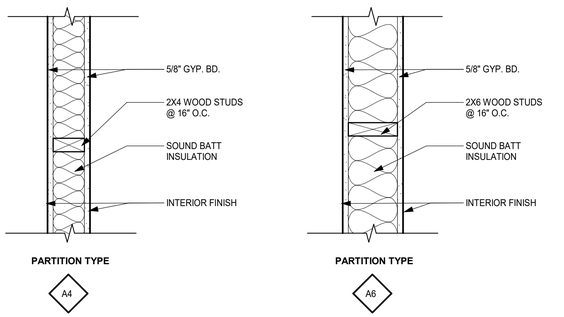
MARK	DOOR WIDTH	DOOR HEIGHT	DOOR THICKNESS	DOOR TYPE	DOOR PANEL TYPE	DOOR MATERIAL	FRAME FRAME TYPE	FRAME MATERIAL	SWING	HARDWARE	NOTES
100A	6' - 0"	7' - 0"	0' - 2"	DOUBLE	FULL LITE	ALUMINUM	ALUMINUM	ALUMINUM			
100B	6' - 0"	7' - 0"	0' - 2"	DOUBLE	FULL LITE	ALUMINUM	ALUMINUM	ALUMINUM			
101	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
102	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
104	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
105	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
107	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
109	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
110	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
111A	16' - 0"	14' - 0"	0' - 2"	OVERHEAD		ALUMINUM					
111B	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
112A	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
112B	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
112C	8' - 0"	8' - 0"	0' - 2"	OVERHEAD		ALUMINUM					
112D	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
112E	8' - 0"	8' - 0"	0' - 2"	OVERHEAD		ALUMINUM					
112F	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
113A	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
113B	16' - 0"	14' - 0"	0' - 2"	OVERHEAD		ALUMINUM					
113C	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			
114	3' - 0"	7' - 0"	0' - 1 3/4"	SINGLE	FLUSH	METAL	H.M.	METAL			



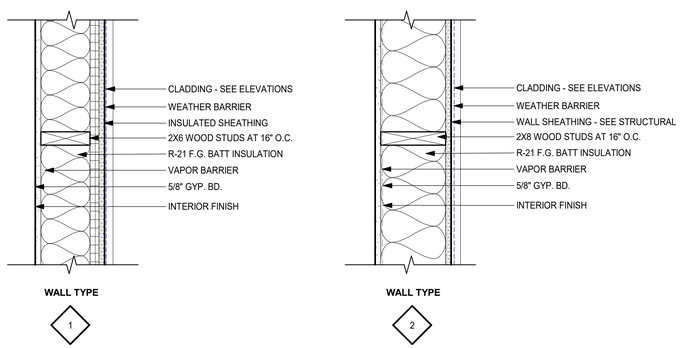
WINDOW TYPES
1/4" = 1'-0"

ROOM FINISH SCHEDULE

ROOM #	ROOM NAME	AREA	FLOOR FINISH	FLOOR BASE	WALLS NORTH	WALLS EAST	WALLS SOUTH	WALLS WEST	CEILING CEILING	CEILING HEIGHT	COMMENTS
100	VESTIBULE	51 SF	C.T.	C.T.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
101	ENTRY	250 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
102	CONFERENCE ROOM	283 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
103	HALLWAY	237 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
104	OFFICE	105 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
105	OFFICE	105 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
106	OPEN OFFICE	226 SF	LVP	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	ACT	9'-0"	
107	UTILITY	162 SF	CONC.	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	10'-0"	
108	RESTROOM	55 SF	C.T.	C.T.	GYP.BD./CT	GYP.BD./CT	GYP.BD./CT	GYP.BD./CT	ACT	9'-0"	
109	RESTROOM	55 SF	C.T.	C.T.	GYP.BD./CT	GYP.BD./CT	GYP.BD./CT	GYP.BD./CT	ACT	9'-0"	
110	DATA ROOM	115 SF	CONC.	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	10'-0"	
111	DATA CENTER	11312 SF	CONC.	V.B.	METAL LINER	METAL LINER	METAL LINER	METAL LINER	METAL LINER	16'-0"	
112	STORAGE	1253 SF	CONC.	V.B.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	GYP.BD./PT.	10'-0"	
113	COOLER STORAGE	10324 SF	CONC.	V.B.	METAL LINER	METAL LINER	METAL LINER	METAL LINER	METAL LINER	VARIES	



Partition Types
1 1/2" = 1'-0"



Wall Types
1 1/2" = 1'-0"

WALL TYPE SYMBOL LEGEND

WALL TYPE NOTES:

1. DRAWING DIMENSIONS FOR MASONRY ARE BASED ON MODULAR MASONRY UNITS. HORIZONTAL DIMENSIONS ARE TO THE CENTERLINE OF JOINT. VERTICAL DIMENSIONS ARE TO THE TOP OF THE UNIT. UNLESS NOTED OTHERWISE.
2. WALL VAPOR RETARDER AND BUILDING WRAP ARE TO BE CONTINUOUS AND ARE TO BE LAPPED AND SEALED TO ADJACENT VAPOR RETARDER AND BUILDING WRAP AT ROOFS, WALLS AND OTHER ABUTTING BUILDING ELEMENTS.
3. SEE ROOM FINISH SCHEDULE AND INTERIOR ELEVATIONS FOR LOCATIONS OF WAINSCOAT (NOT SHOWN ON WALL TYPES)

PARTITION TYPE SYMBOL LEGEND

PARTITION TYPE MODIFIERS

1. OMIT 5/8" GYP. BD. ON MASONRY SIDE
2. PROVIDE FURRING FOR ADDITIONAL 5/8" TO FLUSH OUT GYP. BD.

PARTITION TYPE NOTES:

1. ALL PARTITIONS, INCLUDING GYPSUM BOARD AND CAVITY INSULATION, SHALL EXTEND TO THE ROOF DECK (UNLESS NOTED OTHERWISE). ALL PARTITIONS SHALL BE SEALED AT THE FLOOR AND MECHANICAL OR ELECTRICAL PENETRATIONS.
2. SEE ROOM FINISH SCHEDULE, FINISH PLAN AND INTERIOR ELEVATIONS FOR LOCATIONS OF WAINSCOAT (NOT SHOWN ON PARTITION TYPES)

REVISIONS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Duly Licensed Architect under the laws of the State of Minnesota

STANLEY H. WEISER LIC. NO. 40203 3.19.25

11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

HYTEC CONSTRUCTION
ARCHITECTURAL DIVISION

BLOCKMETRIX DATA CENTER
SCHEDULES

PROJECT #

DATE: 2.17.25

SHEET: A4.1

CONSTRUCTION SET

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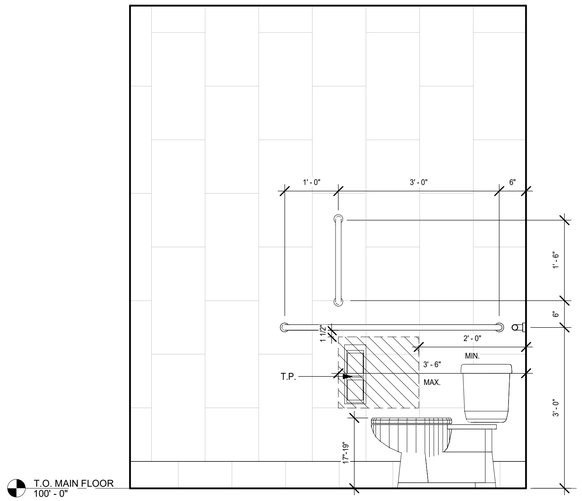
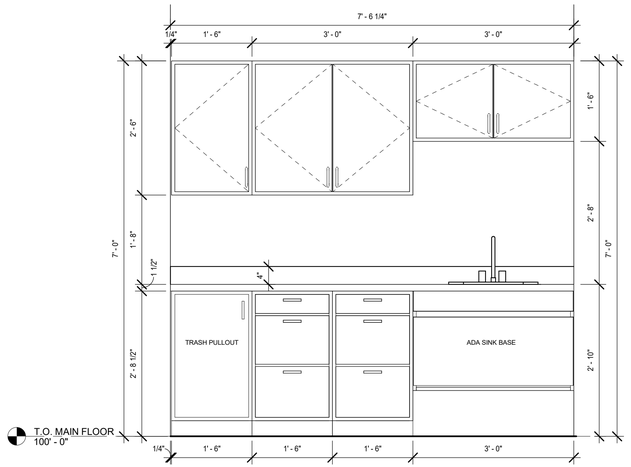
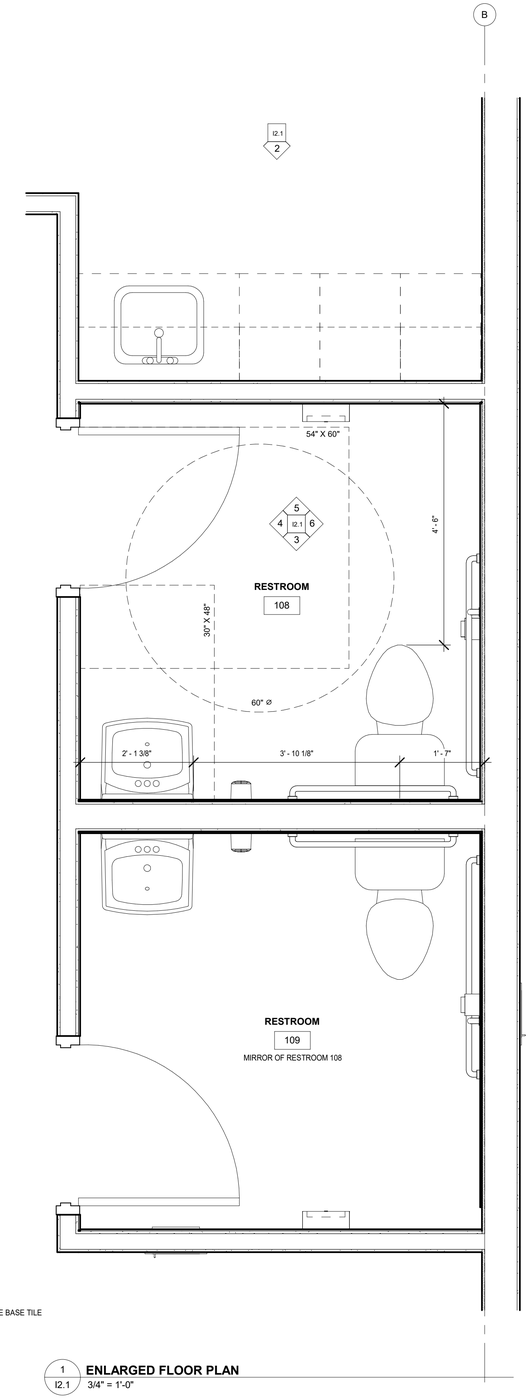
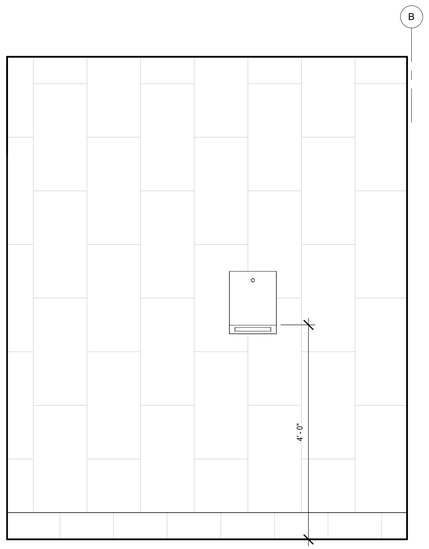


6 I2.1 **RESTROOM ELEVATION 04**
3/4" = 1'-0"

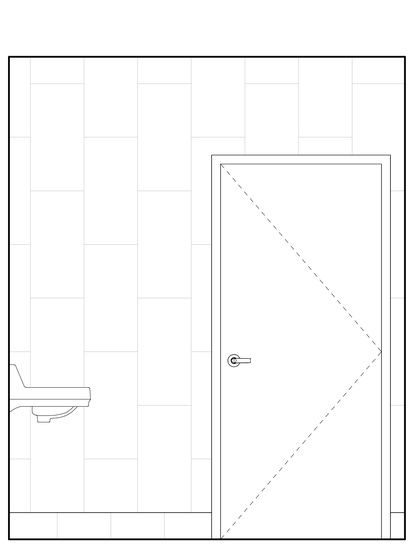


2 I2.1 **KITCHENETTE ELEVATION**
3/4" = 1'-0"

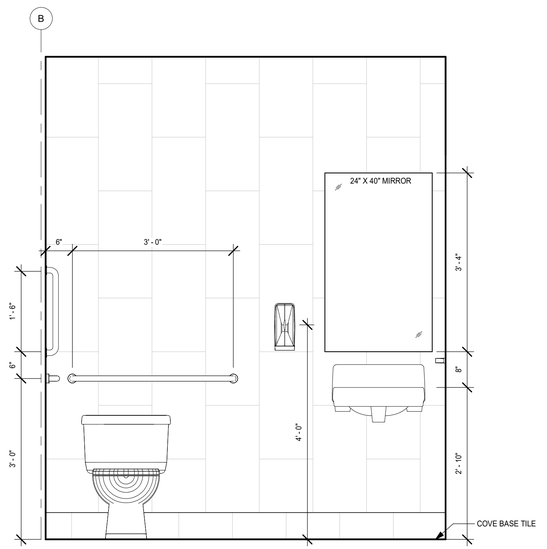




5 I2.1 **RESTROOM ELEVATION 03**
3/4" = 1'-0"



4 I2.1 **RESTROOM ELEVATION 02**
3/4" = 1'-0"



3 I2.1 **RESTROOM ELEVATION 01**
3/4" = 1'-0"

1 I2.1 **ENLARGED FLOOR PLAN**
3/4" = 1'-0"

REVISIONS

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11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

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INTERIOR ELEVATIONS

PROJECT #

DATE: 2.17.25

SHEET: I2.1

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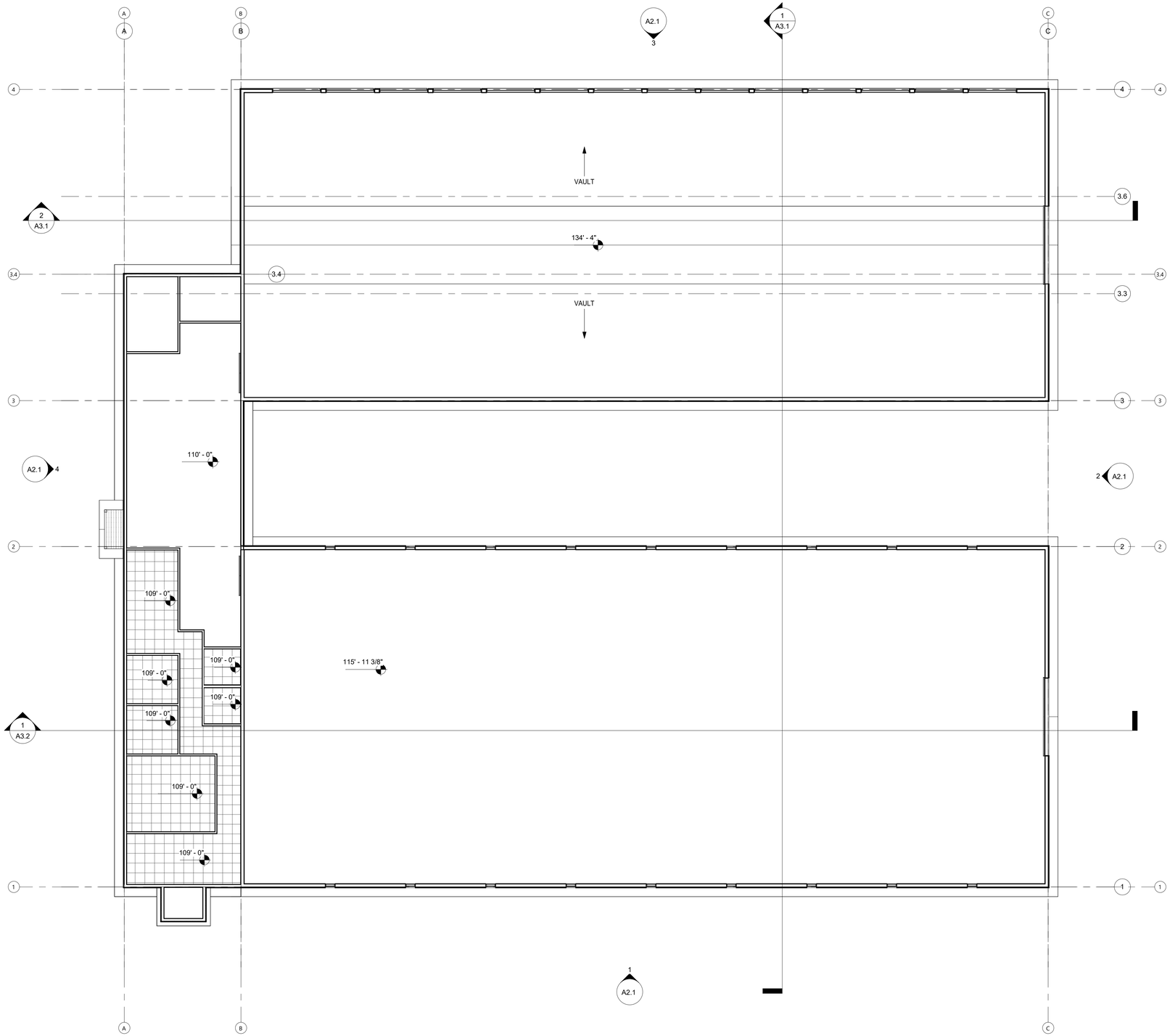

1 I4.0 **MAIN FLOOR REFLECTED CEILING PLAN**
3/32" = 1'-0"

REVISIONS

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11360 BUSINESS 371
BRAINERD, MN 56401
PHONE 218/829-8529
FAX 218/829-5383
www.hytecconst.com
lic #BC-20050648

HYTEC CONSTRUCTION
ARCHITECTURAL DIVISION

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REFLECTED CEILING PLANS

PROJECT #

DATE: 2.17.25

SHEET: I4.0

CONSTRUCTION SET

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Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve 5-year Rate Plan

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 5

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Mark O'Day, Commission Member, Mike Higgins, Commission Member, Danny Loch, Finance Manager

SUMMARY OF ISSUE: Staff and the Finance/Operations Committee have been reviewing the year-end outcomes, historical rate information as well as calculating the anticipated outcomes of the increased purchased power costs that are set to begin June 1, 2025, and how rates would need to be affected to address these increased costs. Utility Director Evans presented and prepared the attached 5-year rate plan and schedule for the Finance/Operations Committee for consideration.

The presented rate plan sees an increase in water from 0% to 2.75%, 5.33% to 11.12% for wastewater treatment, 0% to 5.41% for wastewater treatment debt service and 1.8% to 15.79% for electricity in 6-month increments depending on the customer rate class.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: The 5-year plan that was presented to the finance and operations committee indicates increases in 6-month increments starting June 1, 2025. The committee has asked for this to be analyzed prior to each adjustment.

The interruptible power rate was not presented as it is still being analyzed.

RECOMMENDED ACTION/MOTION: Staff recommendation coming out of Committee is to approve the 5-year rate plan as presented.

FINANCIAL IMPACT:

	2024 BASE - CC	PRESENT	6/1/2025	1/1/2026	6/1/2026	1/1/2027	6/1/2027	1/1/2028	6/1/2028	1/1/2029	6/1/2029	1/1/2030	6/1/2030
WATER			0.00%	2.75%	2.45%	2.39%	2.34%	2.28%	2.23%	2.18%	2.47%	2.08%	2.21%
3/4 Inch	4,487	$ 23.16	$ 23.16	$ 25.50	$ 26.25	$ 27.00	$ 27.75	$ 28.50	$ 29.25	$ 30.00	$ 31.50	$ 32.25	$ 33.25
1 Inch	199	$ 59.64	$ 59.64	$ 42.50	$ 43.75	$ 45.00	$ 46.25	$ 47.50	$ 48.75	$ 50.00	$ 52.50	$ 53.75	$ 54.75
1+1/2 Inch	117	$ 88.68	$ 88.68	$ 85.00	$ 87.50	$ 90.00	$ 92.50	$ 95.00	$ 97.50	$ 100.00	$ 105.00	$ 107.50	$ 110.00
2 Inch	122	$ 153.36	$ 153.36	$ 136.00	$ 140.00	$ 144.00	$ 148.00	$ 152.00	$ 156.00	$ 160.00	$ 168.00	$ 172.00	$ 175.00
3 Inch	26	$ 276.12	$ 276.12	$ 272.00	$ 280.00	$ 288.00	$ 296.00	$ 304.00	$ 312.00	$ 320.00	$ 336.00	$ 344.00	$ 350.00
4 Inch	16	$ 414.12	$ 414.12	$ 425.00	$ 437.50	$ 450.00	$ 462.50	$ 475.00	$ 487.50	$ 500.00	$ 525.00	$ 537.50	$ 540.00
6 Inch	5	$ 661.20	$ 661.20	$ 850.00	$ 875.00	$ 900.00	$ 925.00	$ 950.00	$ 975.00	$ 1,000.00	$ 1,050.00	$ 1,075.00	$ 1,100.00
8 Inch	1	$ 1,162.08	$ 1,162.08	$ 1,360.00	$ 1,400.00	$ 1,440.00	$ 1,480.00	$ 1,520.00	$ 1,560.00	$ 1,600.00	$ 1,680.00	$ 1,720.00	$ 1,750.00
$/1000gal	433,465,663	$ 4.92	$ 4.92	$ 5.02	$ 5.12	$ 5.22	$ 5.32	$ 5.42	$ 5.52	$ 5.62	$ 5.62	$ 5.72	$ 5.82
period rev (0% growth)	$ 3,729,936.00	$ 2,045,200.81	$ 2,045,200.81	$ 2,101,368.81	$ 2,152,847.10	$ 2,204,325.38	$ 2,255,803.66	$ 2,307,281.95	$ 2,358,760.23	$ 2,410,238.51	$ 2,469,848.51	$ 2,521,326.80	$ 2,577,173.08
period exp (2.3% cmpd)	$ 3,876,948.00	$ 1,986,935.85	$ 2,026,674.57	$ 2,073,288.08	$ 2,120,973.71	$ 2,169,756.10	$ 2,219,660.49	$ 2,270,712.68	$ 2,322,939.08	$ 2,376,366.68	$ 2,431,023.11	$ 2,486,936.64	$ 2,544,136.18
P/L	$ (147,012.00)	$ 58,264.96	$ 18,526.24	$ 28,080.73	$ 31,873.39	$ 34,569.28	$ 36,143.17	$ 36,569.26	$ 35,821.15	$ 33,871.84	$ 38,825.40	$ 34,390.16	$ 33,036.90
WWTP			11.12%	9.90%	8.51%	7.85%	7.49%	6.97%	6.77%	6.34%	5.96%	5.63%	5.33%
3/4 Inch	4,487	$ 16.30	$ 18.15	$ 19.95	$ 21.45	$ 22.95	$ 24.60	$ 26.25	$ 28.10	$ 29.95	$ 31.80	$ 33.65	$ 35.50
1 Inch	199	$ 19.10	$ 21.30	$ 23.45	$ 25.23	$ 27.00	$ 28.95	$ 30.90	$ 33.13	$ 35.35	$ 37.58	$ 39.80	$ 42.03
1+1/2 Inch	117	$ 21.80	$ 24.45	$ 26.85	$ 28.93	$ 31.00	$ 33.25	$ 35.50	$ 38.13	$ 40.75	$ 43.38	$ 46.00	$ 48.63
2 Inch	122	$ 22.90	$ 25.75	$ 28.35	$ 30.55	$ 32.75	$ 35.25	$ 37.75	$ 40.63	$ 43.50	$ 46.38	$ 49.25	$ 52.13
3 Inch	26	$ 30.90	$ 34.58	$ 38.25	$ 41.25	$ 44.25	$ 47.70	$ 51.15	$ 55.08	$ 59.00	$ 62.93	$ 66.85	$ 70.78
4 Inch	16	$ 35.60	$ 40.05	$ 44.50	$ 48.05	$ 51.60	$ 55.63	$ 59.65	$ 64.30	$ 68.95	$ 73.60	$ 78.25	$ 82.90
6 Inch	5	$ 42.40	$ 47.95	$ 53.50	$ 58.00	$ 62.50	$ 67.38	$ 72.25	$ 78.00	$ 83.75	$ 89.50	$ 95.25	$ 101.00
$/1000gal	564,989,778	$ 3.65	$ 4.05	$ 4.45	$ 4.85	$ 5.25	$ 5.65	$ 6.05	$ 6.45	$ 6.85	$ 7.25	$ 7.65	$ 8.05
329409778													
564989778													
period rev (0% growth)	$ 3,437,697.00	$ 1,534,316.74	$ 1,704,860.70	$ 1,873,640.36	$ 2,033,151.51	$ 2,192,662.67	$ 2,356,890.57	$ 2,521,118.48	$ 2,691,757.23	$ 2,862,395.99	$ 3,033,034.75	$ 3,203,673.50	$ 3,374,312.26
period exp (2.3% cmpd)	$ 4,023,232.00	$ 2,061,906.40	$ 2,103,144.53	$ 2,151,516.85	$ 2,201,001.74	$ 2,251,624.78	$ 2,303,412.15	$ 2,356,390.63	$ 2,410,587.61	$ 2,466,031.13	$ 2,522,749.84	$ 2,580,773.09	$ 2,640,130.87
P/L	$ (585,535.00)	$ (527,589.66)	$ (398,283.83)	$ (277,876.50)	$ (167,850.23)	$ (58,962.11)	$ 53,478.42	$ 164,727.85	$ 281,169.62	$ 396,364.86	$ 510,284.90	$ 622,900.41	$ 734,181.38
WWTP-DSC			5.02%	0.00%	4.83%	0.00%	5.40%	0.00%	5.17%	0.00%	4.94%	0.00%	5.41%
3/4 Inch	4,487	$ 5.00	$ 5.25	$ 5.25	$ 5.50	$ 5.50	$ 5.80	$ 5.80	$ 6.10	$ 6.10	$ 6.40	$ 6.40	$ 6.75
1 Inch	199	$ 6.50	$ 6.85	$ 6.85	$ 7.20	$ 7.20	$ 7.60	$ 7.60	$ 8.00	$ 8.00	$ 8.40	$ 8.40	$ 8.85
1+1/2 Inch	117	$ 9.00	$ 9.45	$ 9.45	$ 9.95	$ 9.95	$ 10.45	$ 10.45	$ 11.00	$ 11.00	$ 11.55	$ 11.55	$ 12.15
2 Inch	122	$ 11.00	$ 11.55	$ 11.55	$ 12.15	$ 12.15	$ 12.75	$ 12.75	$ 13.40	$ 13.40	$ 14.10	$ 14.10	$ 14.80
3 Inch	26	$ 15.50	$ 16.30	$ 16.30	$ 17.15	$ 17.15	$ 18.00	$ 18.00	$ 18.90	$ 18.90	$ 19.85	$ 19.85	$ 20.85
4 Inch	16	$ 19.50	$ 20.50	$ 20.50	$ 21.55	$ 21.55	$ 22.65	$ 22.65	$ 23.80	$ 23.80	$ 25.00	$ 25.00	$ 26.25
6 Inch	5	$ 27.50	$ 28.90	$ 28.90	$ 30.35	$ 30.35	$ 31.90	$ 31.90	$ 33.50	$ 33.50	$ 35.20	$ 35.20	$ 37.00
		$ 161,856.00	$ 169,985.70	$ 169,985.70	$ 178,201.20	$ 178,201.20	$ 187,830.30	$ 187,830.30	$ 197,545.20	$ 197,545.20	$ 207,312.30	$ 207,312.30	$ 218,535.90

	2024 BASE - CC	PRESENT	6/1/2025	1/1/2026	6/1/2026	1/1/2027	6/1/2027	1/1/2028	6/1/2028	1/1/2029	6/1/2029	1/1/2030	6/1/2030
ELECTRIC	330,542,063												
Residential			5.71%	2.70%	2.63%	2.56%	2.50%	2.44%	2.38%	2.33%	2.27%	2.22%	2.17%
Base Charge	6,021	$ 17.50	$ 18.50	$ 19.00	$ 19.50	$ 20.00	$ 20.50	$ 21.00	$ 21.50	$ 22.00	$ 22.50	$ 23.00	$ 23.50
Energy Charge - Per kWh		$ 0.0863	$ 0.0923	$ 0.0923	$ 0.0943	$ 0.0943	$ 0.0963	$ 0.0963	$ 0.0980	$ 0.0980	$ 0.1012	$ 0.1012	$ 0.1035
Duel Fuel			3.09%	1.80%	1.76%	1.73%	1.70%	1.68%	1.65%	1.62%	1.60%	1.57%	1.55%
Base Charge	157	$ 8.10	$ 8.35	$ 8.50	$ 8.65	$ 8.80	$ 8.95	$ 9.10	$ 9.25	$ 9.40	$ 9.55	$ 9.70	$ 9.85
Energy Charge - Per kWh		$ 0.0605	$ 0.0666	$ 0.0666	$ 0.0685	$ 0.0685	$ 0.0705	$ 0.0705	$ 0.0723	$ 0.0723	$ 0.0754	$ 0.0754	$ 0.0777
Off Peak			3.09%	1.80%	1.76%	1.73%	1.70%	1.68%	1.65%	1.62%	1.60%	1.57%	1.55%
Base Charge	20	$ 8.10	$ 8.35	$ 8.50	$ 8.65	$ 8.80	$ 8.95	$ 9.10	$ 9.25	$ 9.40	$ 9.55	$ 9.70	$ 9.85
Energy Charge - Per kWh		$ 0.0605	$ 0.0666	$ 0.0666	$ 0.0685	$ 0.0685	$ 0.0705	$ 0.0705	$ 0.0723	$ 0.0723	$ 0.0754	$ 0.0754	$ 0.0777
Commercial		BPU+CITY+DMD+COMMWATRONLY+CS1+CS3											
Base Charge			4.00%	2.88%	2.80%	2.73%	2.65%	2.59%	2.52%	2.46%	2.40%	2.34%	2.29%
1Φ Service	517	$ 25.00	$ 26.00	$ 26.75	$ 27.50	$ 28.25	$ 29.00	$ 29.75	$ 30.50	$ 31.25	$ 32.00	$ 32.75	$ 33.50
3Φ Service	258	$ 30.00	$ 33.00	$ 35.00	$ 37.00	$ 39.00	$ 41.00	$ 43.00	$ 45.00	$ 47.00	$ 49.00	$ 51.00	$ 53.00
Energy Charge - Per kWh		$ 0.1058	$ 0.1119	$ 0.1119	$ 0.1138	$ 0.1138	$ 0.1158	$ 0.1158	$ 0.1176	$ 0.1176	$ 0.1207	$ 0.1207	$ 0.1240
Small General Service													
Base Charge			6.67%	3.13%	3.03%	2.94%	2.86%	2.78%	2.70%	2.63%	2.57%	2.50%	2.44%
1Φ Service	58	$ 52.45	$ 55.95	$ 57.70	$ 59.45	$ 61.20	$ 62.95	$ 64.70	$ 66.45	$ 68.20	$ 69.95	$ 71.70	$ 73.45

3Φ Service	185	$ 64.10	$ 69.95	$ 73.30	$ 76.65	$ 80.00	$ 83.35	$ 86.70	$ 90.05	$ 93.40	$ 96.75	$ 100.10	$ 103.45
Energy Charge - Per kWh													
First 2,500 kWh per month		$ 0.0884	$ 0.0944	$ 0.0944	$ 0.0963	$ 0.0963	$ 0.0984	$ 0.0984	$ 0.1001	$ 0.1001	$ 0.1032	$ 0.1032	$ 0.1037
All over 2500 kWh per month		$ 0.0784	$ 0.0845	$ 0.0845	$ 0.0864	$ 0.0864	$ 0.0884	$ 0.0884	$ 0.0902	$ 0.0902	$ 0.0933	$ 0.0933	$ 0.0966
Demand Charge - Per kW													
First 8 kW per month		$ 3.50	$ 3.75	$ 3.75	$ 4.05	$ 4.05	$ 4.35	$ 4.35	$ 4.65	$ 4.65	$ 4.95	$ 4.95	$ 5.25
All over 8 kW per month		$ 8.80	$ 9.25	$ 9.25	$ 9.75	$ 9.75	$ 10.25	$ 10.25	$ 10.75	$ 10.75	$ 11.25	$ 11.25	$ 11.75
Medium General Service (100<>1000 kW)			13.58%	5.00%	4.76%	4.55%	4.35%	4.17%	4.00%	3.85%	3.71%	3.57%	3.45%
Base Charge	25	$ 88.00	$ 99.95	$ 104.95	$ 109.95	$ 114.95	$ 119.95	$ 124.95	$ 129.95	$ 134.95	$ 139.95	$ 144.95	$ 149.95
Energy Charge - Per kWh		$ 0.0553	$ 0.0614	$ 0.0614	$ 0.0633	$ 0.0633	$ 0.0653	$ 0.0653	$ 0.0671	$ 0.0671	$ 0.0702	$ 0.0702	$ 0.0733
Demand Charge - Per kW		$ 16.00	$ 16.85	$ 16.85	$ 17.75	$ 17.75	$ 18.65	$ 18.65	$ 19.55	$ 19.55	$ 20.45	$ 20.45	$ 21.35
Large General Service (1001<>2500kW)			15.38%	6.67%	6.25%	5.88%	5.56%	5.26%	5.00%	4.76%	4.55%	4.35%	4.17%
Base Charge		$ 130.00	$ 150.00	$ 160.00	$ 170.00	$ 180.00	$ 190.00	$ 200.00	$ 210.00	$ 220.00	$ 230.00	$ 240.00	$ 250.00
Energy Charge - Per kWh		$ 0.0559	$ 0.0619	$ 0.0619	$ 0.0639	$ 0.0639	$ 0.0659	$ 0.0659	$ 0.0676	$ 0.0676	$ 0.0708	$ 0.0708	$ 0.0741
Demand Charge - Per kW		$ 14.25	$ 15.00	$ 15.00	$ 15.75	$ 15.75	$ 16.50	$ 16.50	$ 17.25	$ 17.25	$ 18.00	$ 18.00	$ 18.75
Large Power (2501<>5000 kW)			15.79%	6.82%	6.38%	6.00%	5.66%	5.36%	5.08%	4.84%	4.62%	4.41%	4.23%
Base Charge	1	$ 190.00	$ 220.00	$ 235.00	$ 250.00	$ 265.00	$ 280.00	$ 295.00	$ 310.00	$ 325.00	$ 340.00	$ 355.00	$ 370.00
Energy Charge - Per kWh		$ 0.0871	$ 0.0931	$ 0.0931	$ 0.0950	$ 0.0950	$ 0.0971	$ 0.0971	$ 0.0988	$ 0.0988	$ 0.1019	$ 0.1019	$ 0.1052
Demand Charge - Per kW		$ 13.25	$ 14.00	$ 14.00	$ 14.75	$ 14.75	$ 15.50	$ 15.50	$ 16.25	$ 16.25	$ 17.00	$ 17.00	$ 17.25
period rev (0% growth)	$ 28,132,281.00		$ 15,154,875.64	$ 15,350,060.78	$ 15,598,408.10	$ 15,846,755.42	$ 16,151,019.44	$ 16,455,283.46	$ 16,807,751.53	$ 17,160,219.60	$ 17,598,904.05	$ 18,037,588.51	$ 18,540,728.67
period exp (2.3% cmpd)	$ 25,977,036.00	$ 13,313,230.95	$ 13,579,495.57	$ 13,891,823.97	$ 14,211,335.92	$ 14,538,196.64	$ 14,872,575.17	$ 15,214,644.40	$ 15,564,581.22	$ 15,922,566.59	$ 16,288,785.62	$ 16,663,427.69	$ 17,046,686.52
P/L	$ 2,155,245.00		$ 1,575,380.07	$ 1,458,236.81	$ 1,387,072.18	$ 1,308,558.77	$ 1,278,444.27	$ 1,240,639.06	$ 1,243,170.31	$ 1,237,653.01	$ 1,310,118.44	$ 1,374,160.83	$ 1,494,042.15

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve Bolton & Menk Quote - Wastewater Facility Plan

ACTION REQUESTED: Direction Requested

ESTIMATED TIME (MIN): 8

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Mike Higgins, Commission Member, Mark O'Day, Commission Member, Charlie Gammon, WWTP Supervisor

SUMMARY OF ISSUE: During the March 13, 2025, Joint Wastewater Management board meeting a request from the joint meeting was for Bolton & Menk Inc (BMI) to present a quote to Commission for approval of a facility plan. This facility plan is to be used for project priority listing funding and assessment for future improvements and any growth seen by the wastewater treatment facility. The attached quote was received from BMI for the Facility plan not to exceed $468,480 as requested by the Joint Wastewater Management Board. Staff have discussed with City of Baxter staff and noted that as part of the joint management board and shared reliance on the wastewater treatment plant the City of Baxter has shared 1/3 of the costs related to similar projects as past practice. In discussion with City of Baxter staff and BPU, we anticipate the same cost share. The last time the facility plan was pursued, the Commission was billed for engineering services and then 1/3 of the cost was invoiced for Baxter as the facility plan was being completed.

During discussion with the finance/operations committee the committee asked that BMI not exceed $400,000 for the facility plan. The updated redlined facility plan and cost sheet is attached for consideration.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Options for Commission Consideration:

1. Accept the original quote submitted by Bolton & Menk Inc not to exceed $468,480.
2. Accept the revised redlined quote by Bolton & Menk Inc not to exceed $400,000.

RECOMMENDED ACTION/MOTION: After reviewing the redlined version and the items removed from the quote, staff recommend accepting the original Facility Plan presented and direct select BMI for their services to meet the project priority list and intended use plan submittal required by the State in 2026. The deadline for the project priority list is March 6, 2026.

FINANCIAL IMPACT: Up to $468,480

BOLTON & MENK

Real People. Real Solutions.

BRAINERD PUBLIC UTILITIES

Proposal for

WASTEWATER FACILITY PLANNING

April 1, 2025

Morgan Salo, PE
218-839-2303
Morgan.Salo@bolton-menk.com

7656 Design Road, Suite 200
Baxter, MN 56425
218-825-0684 | Bolton-Menk.com

April 1, 2025

Daniel Loch | Finance Manager
Brainerd Public Utilities
8027 Highland Scenic Rd | Baxter, MN 56425

RE: Proposal for Wastewater Facility Planning

Dear Daniel:

Brainerd Public Utilities (BPU) has initiated the Wastewater Facility Planning process to help the community develop a long-term, comprehensive plan addressing current and future wastewater system needs. The goal is to partner with an experienced consultant in all aspects of wastewater treatment and biosolids systems. Wastewater facility planning is a multi-faceted process that requires expertise in community engagement, permitting, planning, funding, modeling, design, construction, and operations. Bolton & Menk, Inc. has assembled a team uniquely qualified to assist BPU in all these areas. Our team of professionals are the premier engineers in Minnesota for treatment plant solutions, we understand a successful wastewater facility plan is the first step toward the future and creates the foundation for navigating the next 25 years of wastewater system improvements. Our team is prepared to support BPU throughout this process. We aim for excellence, fostering lasting client relationships, and injecting enjoyment into our work. We believe you will find outstanding value in our approach, including the following benefits:

Unparalleled Experience and Creative Problem-Solving Skills

When it comes to wastewater treatment experience, Bolton & Menk stands unrivaled. **We have worked on more than 200 wastewater planning, design, and construction projects and have extensive experience with nutrient removal technologies.** BPU is faced with a combination of challenges while navigating the future, including geographical site constraints, aging infrastructure, and uncertainty in permitting, all while needing to support additional growth of the community. These challenges require an experienced consultant with a track record of innovative solutions. We have successfully planned for and helped transform similar facilities in Northfield, New Ulm, Litchfield, Albert Lea, Saint Peter, and Worthington. With careful planning, continuous communication with staff, and effective project management, BPU's wastewater facility plan will identify the most environmentally sustainable, cost-effective, and long-term solutions for the community.

Funding Expertise

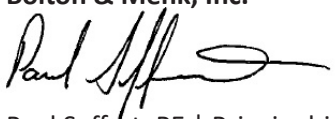
Wastewater system infrastructure is one of the biggest investments a community must make. It's crucial to not only implement sustainable and cost-effective solutions, but to then leverage all possible funding sources to help ensure sewer service is affordable for the community. Bolton & Menk is proactive in positioning our clients to receive the maximum possible funding for their projects. **We have a history of successful funding assistance for cities and municipalities, securing more than $2 billion in funding from a variety of sources in the past 25 years.**

A Long-term Partnership

We are committed to serving BPU and finding the best long-term solutions for the wastewater system needs. Bolton & Menk prioritizes enduring client relationships with trust and open communication. **We've assembled a dedicated team to support BPU indefinitely.** Led by Morgan Salo, a seasoned project manager with 10 years of wastewater experience, we aim to be an extension of BPU staff, including as a technical advisor, resource, and trusted partner; we're here to help achieve your long-term goals.

We are excited for the opportunity to partner with BPU as you navigate your future wastewater system needs. Morgan will serve as your lead client contact and project manager. Please contact him at 218-839-2303 or Morgan.Salo@bolton-menk.com if you have any questions regarding our proposal.

Respectfully submitted,
Bolton & Menk, Inc.



Paul Saffert, PE | Principal-in-Charge

BOLTON & MENK
Real People. Real Solutions.
7656 Design Road | Suite 200 | Baxter, MN 56425
218-825-0684 | Bolton-Menk.com

Bolton & Menk is an equal opportunity employer.

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EXECUTIVE SUMMARY OF QUALIFICATIONS

We believe all people should live in safe, sustainable, and beautiful communities and we take pride in our ability to make that happen. It's why we get out of bed every morning.

Our commitment to communities began in 1949, serving the needs of municipal clients. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. Simply put, we're people helping people. Today, Bolton & Menk, Inc. has more than 1,000 multiregional employees including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors.

Our dedication to our clients shines through in the work we provide. We are committed to cultivating and delivering exceptional community infrastructure solutions. From advocating for our communities to designing their dreams to finding funding; we take pride in our work because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things: we'll work hard for you, and we'll do a good job. We take a personal interest in the work being done around us and do our part to build a better quality of life for all. At the end of the day, we're **Real People** offering **Real Solutions**.

ENGINEERING NEWS
Record
Top 500
Ranked #131 among the Top 500 Design Firms in the United States.

SOLUTIONS PROVIDED:

- Civil/Municipal Planning & Engineering
- Water & Wastewater Engineering
- Transportation Planning & Engineering
- Structural Services
- Aviation Services
- Planning & Urban Design
- Landscape Architecture
- Water Resources Engineering
- Environmental Planning & Permitting
- Construction Administration & Inspection
- Land Surveying
- Geographic Information Systems
- Project Funding Support
- Engagement Services
- Visual Communications

PROJECT REPRESENTATIVES

Paul Saffert has been designated as the negotiator tasked with finalizing a commitment with BPU. He started his career in 2000 and has developed a reputation as one of the premier wastewater engineers in the state of Minnesota. He has provided design or quality control on more than 50 wastewater projects for Bolton & Menk.

Paul Saffert, PE | Principal-in-Charge
3300 Fernbrook Lane North, Suite 300
Plymouth, MN 55447
612-840-6068
Paul.Saffert@bolton-menk.com

Morgan Salo will be project manager and the communication link between Bolton & Menk and BPU. Morgan began his career with Bolton & Menk in 2015 and his experience includes all phases of wastewater system planning, design, and construction.

Morgan Salo, PE | Project Manager
7656 Design Road, Suite 200
Baxter, MN 56425
218-839-2303
Morgan.Salo@bolton-menk.com

OWNERSHIP STRUCTURE

The ownership of Bolton & Menk is divided between the professionals who manage the firm and an Employee Stock Ownership Trust (ESOT). Our managers serve as officers and active project managers who are committed to serving our clients to their satisfaction.

The ESOT is structured so when key owners retire or leave the firm, there are no concerns for salability of stock. Radical changes in ownership or mergers with larger firms will not be disruptive. The ownership structure of Bolton & Menk has proven to be very stable and has allowed the company to grow and flourish over the past 75 years.

SUMMARY OF QUALIFICATIONS

BPU is interested in retaining an experienced consultant with the ability to help navigate the next 25 years of wastewater system improvements. Bolton & Menk understands the importance of the facility planning process as the first step toward the future and creating a solid foundation for the Brainerd/Baxter area to implement long-term, sustainable improvements to their wastewater system. This is a multi-faceted process that requires a consultant team with regional expertise in community engagement, permitting, planning, funding, modeling, design and construction, nutrient removal, and operations. With our headquarters in Mankato, a Greater Minnesota community similar to the Brainerd/Baxter area, and a local office in Baxter, the Bolton & Menk team is a uniquely qualified local firm that can assist BPU in each of these areas using a long-term relationship-based approach to engineering services.

ENVIRONMENTAL EXPERTISE AND EXPERIENCE – Bolton & Menk has the largest regional environmental staff consisting of more than 60 team members, including 35 engineers that specialize in water and wastewater treatment (more than 25 have Master's Degrees or higher education in treatment). Key members of our project team have worked together for more than 20 years and have successfully completed more than 200 wastewater planning, design, and construction projects.

Bolton & Menk's team has unparalleled regional experience working on a variety of nutrient removal projects for the past 20 years, including phosphorus and nitrogen removal. Many of our long-term clients are located along rivers and lakes that have been affected by Total Maximum Daily Load (TMDL) allocations and other water quality-based effluent limits (WQBELs). We have implemented innovative technologies for both chemical and biological removal of phosphorus, along with biological removal of ammonia and total nitrogen.

Bolton & Menk has been on the cutting edge of the evolving regulatory landscape in Minnesota, including supporting our clients with PFAS monitoring and ongoing developments with biosolids management. We are also currently working through the permitting process of some of the first sulfate limits being imposed by the MPCA under the Class 4A wild rice standards for the waters of Minnesota. We have extensive experience with salty water discharge issues, working with numerous communities and the MPCA to develop cost-effective solutions and negotiating reasonable permitting terms.

MINNESOTA POLLUTION CONTROL AGENCY RELATIONSHIP – Bolton & Menk has an excellent working relationship with the Minnesota Pollution Control Agency (MPCA). Because of this relationship, we can be an effective advocate for BPU in the planning and permitting process to help position the community for favorable permitting terms and associated funding eligibility.

The MPCA views Bolton & Menk as a technical leader in our industry and we have been selected to perform a variety of studies on behalf of the state of Minnesota, which includes authoring the analysis of sulfate treatment in municipal wastewater and being invited to participate in the Chloride Work Group. MPCA also selected to give grants to Bolton & Menk clients in Windom and Mankato to provide the agency with pilot study reports on the cost for total nitrogen and phosphorus removal, respectively. This collective experience and respect the MPCA has for our team will be available to BPU as we work on this project and advocate for your community.

MESERB EXPERIENCE – We have assisted communities that are members of the Minnesota Environmental Science and Economic Review Board (MESERB), including Albert Lea, New Ulm, Northfield, Marshall, Redwood Falls, Osakis, Windom, and Mankato. This work includes helping communities negotiate and review National Pollutant Discharge Elimination System (NPDES) discharge permits to develop appropriate limits with reasonable compliance schedules. We understand the consequences of stringent limits placed on communities and will be a strong advocate for BPU throughout the permitting process.

FUNDING EXPERTISE – Bolton & Menk is proactive in positioning our clients to receive the maximum possible amount of funding for their projects. We understand the available programs, requirements, and timelines, and position our clients to take advantage of these funding sources. Bolton & Menk will aggressively pursue funding to position the Brainerd/Baxter area for potential eligible funding sources including the Clean Water Revolving Fund (CWRF) low-interest loan program, Point Source Implementation Grant (PSIG) program, Water Infrastructure Fund (WIF), and other eligible sources. We also work with Minnesota Legislators to pursue direct bond money from the State of Minnesota.

Bolton & Menk has used a variety of funding sources that could be possible for the Brainerd/Baxter area, including US Economic Development Association (EDA) money, Small Cities Development Program (SCDP) grants, Department of Employment and Economic Development (DEED) grants, and numerous other programs funded from the Clean Water Legacy Program. Bolton & Menk works closely with the MPCA, Public Facilities Authority (PFA), and Minnesota Legislators to help our clients ensure sewer service is affordable for their community.

OPERATIONS PERSONNEL INVOLVEMENT – Bolton & Menk employs six licensed wastewater operators that hold Class A and B wastewater licenses. We believe it is critical to involve our operations personnel early in the facility planning process to help identify solutions that are operator friendly. City operations staff will be the individuals tasked with operating and maintaining the wastewater infrastructure into the future – therefore, their involvement is essential for implementing successful improvements.

INDUSTRIAL EXPERIENCE – We understand that industrial users are a vital partner to the community and the delegated pretreatment program is a vital component of pending wastewater compliance. Bolton & Menk has worked with a diverse list of industries and assisted communities with negotiating treatment agreements and fostering a healthy relationship with their industrial partners.

REGIONAL EXPERIENCE – Bolton & Menk has experience working with communities situated along the Mississippi River and upstream watersheds. We understand the importance of protecting this vital and iconic natural resource, including the associated challenges with constructing along a floodplain and navigating the MPCA's antidegradation policy for growing communities with expanding wastewater discharges.

COMMUNITY ENGAGEMENT – Bolton & Menk understands that a critical part of the facility planning process and future steps will be public engagement and communication. We acknowledge the importance of presenting a sustainable capital improvements plan to the councils, staff, and public. Our team's communication specialists are dedicated to situations exactly like these. Public and staff engagement is a crucial element of this process to ensure we solicit the proper input needed to deliver the best plan for the area.

PROJECT UNDERSTANDING AND OBJECTIVES

This project consists of developing a comprehensive planning document to identify capital improvements that address BPU's current and future wastewater system needs. Bolton & Menk understands that a successful wastewater facility plan is the first step toward the future and serves as the blueprint for navigating the next 25 years of wastewater infrastructure improvements. Our team is excited to partner with BPU staff to explore alternatives and identify improvements that best address both the immediate and long-term needs of the community.

The objective of the wastewater facility plan is to provide a methodical approach for evaluating Brainerd/Baxter area needs, addressing the challenges, identifying the best solutions, and then working with staff and stakeholders to communicate and implement the plan. Bolton & Menk's approach is rooted in the principles of trust, collaboration, and communication. These principles are key to achieving the project objectives and addressing its unique challenges.

TASK 1: GATHER AND REVIEW BACKGROUND INFORMATION

Our team will make a data request for information that we do not already have. A review and evaluation of this information will take place prior to scheduling a project kickoff meeting with BPU staff. The data review prior to this meeting allows for a deeper conversation about the wastewater system and your ultimate goals. The kickoff meeting will also allow us to develop clear lines of communication between the city, utility, and our team.

Task 1 Deliverables: Data request; kickoff meeting agenda and minutes

TASK 2: WASTEWATER DESIGN CRITERIA

We will incorporate the information from Task 1 to develop 2050 design criteria for the proposed wastewater system improvements. This will include reviewing information from the area's feasibility studies and comprehensive plans to confirm population projections and future wastewater flow and loading conditions; these will be key in determining the eventual size and timing needs of new improvements. This step is critical for evaluating alternatives for new infrastructure in future steps. Brainerd/Baxter have multiple industrial users and future growth areas that will need to be considered in this evaluation. It is critical we work together on this step with both cities to ensure agreement with future demands, as the projections greatly impact the subsequent tasks. We will assist in developing an updated agreement between Brainerd, Baxter, and Brainerd Public Utilities.

Task 2 Deliverables: Draft and final 2050 wastewater flow and loading projections shared with staff to develop consensus

TASK 3: PERMITTING AND FUTURE CONSIDERATIONS

This task will include the submittal of a Preliminary Effluent Limits Review (PELR) request to the MPCA for identifying future permit requirements that need to be considered in subsequent tasks. This helps reduce the current uncertainty of BPU's future permitting requirements. This request will incorporate the design criteria in Task 2 and potential treatment options that will be explored further in Task 6. Based on the results received from the MPCA, we will summarize the preliminary effluent limits and assess the impact to BPU's future treatment needs.

Task 3 Deliverables: Submit a request to MPCA to receive preliminary effluent limits; summarize and assess the impact to BPU's future wastewater treatment needs

TASK 4: EVALUATION OF EXISTING WASTEWATER INFRASTRUCTURE (COMPLETE)

Our team will begin this task once we have all the information for Task 1, as it will be critical to first understand the extent of BPU's existing wastewater treatment. Based on the design criteria in Task 2 and permitting considerations in Task 3, we can determine the adequacy of the existing wastewater infrastructure and individual unit processes to meet BPU's long-term needs.

This evaluation will consider the age and condition of existing infrastructure, historical treatment performance, remaining useful life, and ability to meet future permit requirements.

Task 4 Deliverables: Refined summary of existing infrastructure, condition assessment, and ability to meet long-term needs and permitting requirements

TASK 5: SUMMARY OF SANITARY SEWER COLLECTION AND CONVEYANCE

This task will include a brief summary of the sanitary sewer collection and conveyance infrastructure to the wastewater treatment facility and coordination with the main lift station work being conducted for the City of Brainerd. Baxter's future needs and limits of existing infrastructure will also be considered and coordinated with the City of Baxter to ensure a comprehensive understanding of conveyance to the wastewater treatment facility.

Task 5 Deliverables: Summary of main lift station limits and when expected flows exceed capacity

TASK 6: EVALUATION OF WASTEWATER TREATMENT ALTERNATIVES

There are many different wastewater treatment technologies available the utility may consider; it is important to select and work with a consultant who has experience with all available treatment options. The Bolton & Menk team is the only team with this diverse wastewater treatment design background and will allow the city to explore all wastewater treatment options available, including activated sludge-based processes, nutrient removal technologies, and sequencing batch reactors (SBRs) technology. This is a critical step in the process of making sure the correct long-term improvements are implemented.

The proposed wastewater treatment improvements must be capable of phosphorus removal, future nitrogen removal, and meeting any new NPDES permit limits in the foreseeable future. Treatment for PFAS should also be considered pending future limits on liquid discharge limits. This evaluation will consider alternative treatment modifications at the existing site and the possibility of constructing full or partial treatment at a remote site identified by BPU. Special consideration will be given to addressing the current space and alternative concepts for biosolids management.

Task 6 Deliverables: Evaluation of all treatment alternatives, capital costs, and operation and maintenance costs

TASK 7: FINANCIAL CONSIDERATIONS

This task will incorporate the findings and cost estimates from Tasks 5 and 6 to develop an amortization schedule and estimated user rates for implementing the proposed wastewater system improvements. Bolton & Menk will then use this information to work with the city and utilities financial planning team to help create a plan for funding wastewater improvements over the next 25 years.

Task 7 Deliverables: Develop an amortization schedule and 2050 capital improvements plan for wastewater system needs

TASK 8: PROJECT PHASING AND SEQUENCING

Project phasing and sequencing is a critical component of implementing improvements in a manner that makes sense financially and in terms of constructability. Project phasing addresses the order in which projects are implemented and considers the criticality and delineation of projects that meet BPU's long-term goals. Project sequencing refers to the specific steps within an individual project that ensure it's constructed in a manner that accommodates site constraints and treatment goals. It's of utmost importance to implement improvements that allow the existing treatment facility to remain in service and continue to meet permit limits. This task will use the information in Tasks 1 through 7 to develop project phasing and sequencing for implementing the proposed improvements, including rehabilitation, replacement, and demolition of treatment processes.

Task 8 Deliverables: Develop project phasing and sequencing that considers BPU's priorities, long-term goals, and project-specific challenges

TASK 9: DRAFT REPORT

Information from Tasks 1 through 8 will be compiled into a report for review and comment by city and utility staff. The draft report will contain information from each of these tasks along with tables, capital and O&M costs, draft capital improvements plan, and alternative concept information for wastewater treatment, sanitary sewer collection, and conveyance. We will meet with city staff and the city councils (Brainerd and Baxter) to discuss the draft report.

Task 9 Deliverables: Draft copy of the wastewater facility plan (hard copies and digital copies will be provided)

TASK 10: PUBLIC ENGAGEMENT

Our engagement services and visual communications teams are dedicated to helping guide decisions for significant planning efforts like this. Our engagement specialists will work with you to tailor public engagement opportunities that meet the city's needs throughout the process, including public hearings, open houses, website updates, and graphics to help explain how the Brainerd/Baxter area will provide a high level of service for the community's wastewater needs now and into the future.

While it is listed toward the project's conclusion, engaging both councils, decision-makers, and the public with updates and input throughout the process is important. In fact, during the pandemic, our engagement team continued to engage the public with outreach programs using virtual technologies to allow public input using polls, interactive graphics, and many other tools to ensure the public has a chance to weigh in on these important decisions. We can modify the scope of work for communication assistance to meet the BPU's needs.

Task 10 Deliverables: Graphics, write-ups, handouts, and other materials needed for public engagement; poll results and summaries of public outreach events as needed/ desired by the city and utility

TASK 11: FINAL REPORT

We will incorporate comments from staff and public outreach on the draft report into a final report. We will present the final report to both city councils, joint management wastewater board, and the BPU Commission for final approval and resolution for adopting the facility plan in accordance with applicable funding requirements.

Task 11 Deliverables: Final copies of the report (electronic and hard copies); comprehensive study; an implementation plan for the next 25 years of capital improvements

TASK 12: SUBMITTALS AND FUNDING ASSISTANCE

The final report in Task 11 will be submitted to the MPCA for preliminary approval, including Project Priority List (PPL) application(s), scoring worksheet, and all necessary documentation to receive funding through the Minnesota PFA funding programs. An Intended Use Plan (IUP) request will be submitted to PFA for any projects the city plans to implement. Bolton & Menk will work with the financial planning team to assist with applications and documentation for any other relevant funding sources the utility decides to pursue.

Task 12 Deliverables: Submit the final report and documentation to MPCA for preliminary approval; work with financial planning team to submit any relevant funding applications and documentation

DELIVERABLES

Bolton & Menk will deliver a comprehensive Wastewater Facility Planning document that encompasses the scope of work, objectives, and tasks identified in this section. The facility planning document will meet all requirements of the MPCA, EPA, and applicable funding agencies, including the PFA's CWRF program and USDA Rural Development's Water & Waste Disposal Loan & Grant program, as applicable.

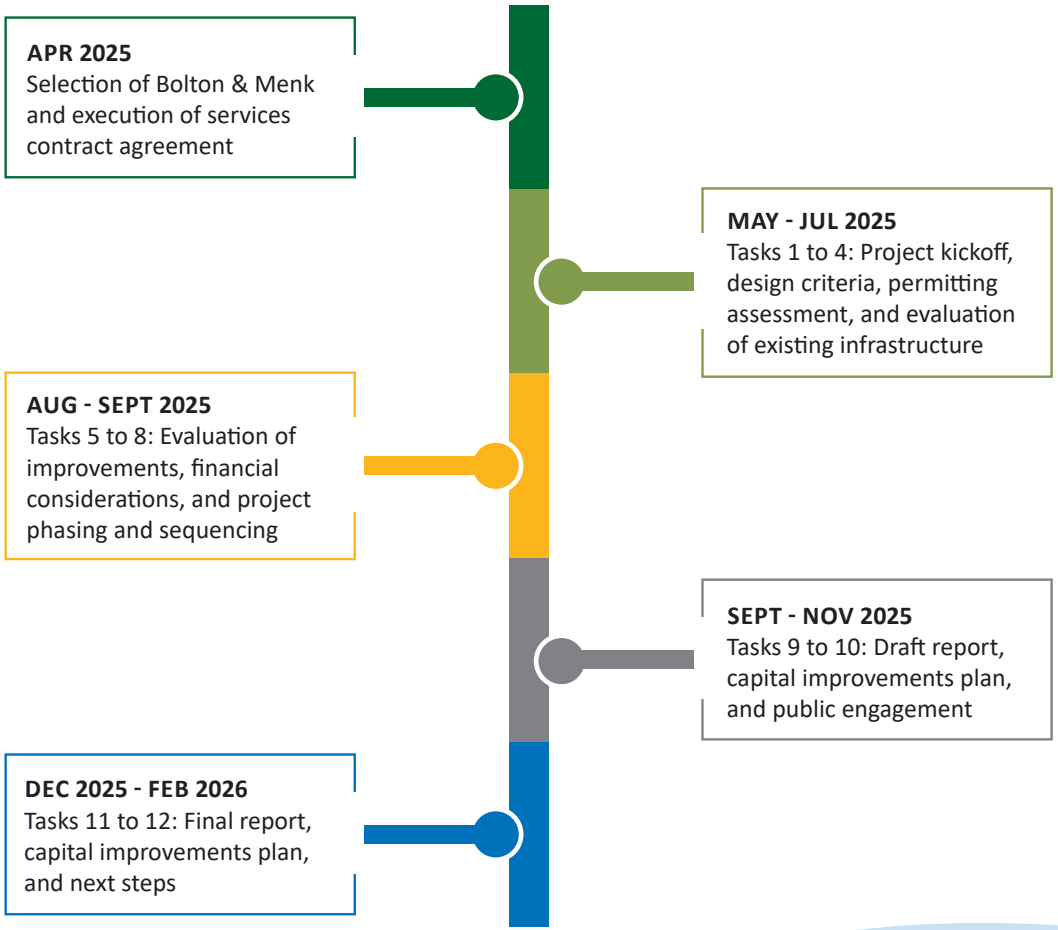
We acknowledge that even the best planning document is only valuable when coupled with effective communication and a sound strategy for implementation. A critical deliverable in the planning process is public engagement and soliciting the input necessary to develop the best plan for BPU. Our team will engage with city representatives and stakeholders throughout the facility planning process to generate consensus and understanding. Bolton & Menk will then present the findings to the city councils and the community.

Once the report is finalized, Bolton & Menk will then collaborate with utility staff and the financial planning team to create a strategy for implementing and funding the proposed improvements over the next 25 years, including submittal of relevant funding applications and correspondence with state and federal funding agencies.

Bolton & Menk is committed to a partnership with BPU and will use our expertise and resources to deliver the most sustainable long-term plan for the community. As a true partner in delivery, we repeatedly go above and beyond the contract requirements to ensure project success. We are structured to ensure constant collaboration and communication among work groups. We have identified a management team and task leaders with experience working together on a variety of projects with similar scopes. Their primary responsibility is to collaborate on decisions and ensure all team members are communicating throughout. Our team will engage their BPU counterparts via team meetings and informally during the facility planning process.

SCHEDULE

We have developed a schedule detailing the anticipated work tasks and time frames in conjunction with the final delivery of the Facility Plan. This schedule is based on our knowledge of the project background and our experience on other similar projects. Upon selection, Bolton & Menk will work with BPU staff and other project partners to revise and amend this schedule as needed to ensure the successful delivery of the project.



WORK PLAN

Bolton & Menk strives to be a trusted partner to the Brainerd Public Utilities in navigating the various challenges and tasks required for delivering a successful wastewater facility plan

PROJECT INITIATION & DATA COLLECTION
- Project kickoff meeting
- Introduce team
- Data request
- Develop communication lines

DESIGN CRITERIA ANALYSIS
- Population & growth analysis
- Historical wastewater data analysis
- Industrial user analysis
- Projected wastewater flows
- Projected wastewater loadings

PERMITTING
- Preliminary Effluent Limits Review (PELR) request to MPCA
- Permitting impact analysis
- Nutrient reduction
- PFAS biosolids managment
- Sulfate wild rice standards

EXISTING INFRASTRUCTURE EVALUATION (Complete)
- Condition assessment
- Criticality scoring & priorities
- Historical treatment performance
- Capacity analysis

EVALUATION OF IMPROVEMENTS
- Wastewater treatment alternatives
- Biosolids management
- Siting considerations
- Cost analysis

PROJECT PHASING & SEQUENCING
- Identify project phasing schedule & priorities
- Identify project-specific challenges
- Project sequencing evaluation

FINANCING ANALYSIS
- Amortization schedule
- Funding analysis
- Collaboration with city financial planning team

FACILITY PLAN REPORT & PUBLIC ENGAGEMENT
- Draft report & review
- City council review
- Public engagement
- Final report

NEXT STEPS
- Submittal to MPCA
- Funding applications
- Detailed design work

MINNESOTA PUBLIC FACILITIES AUTHORITY

MINNESOTA POLLUTION CONTROL AGENCY

TECHNICAL PROCESS AND CAPABILITIES

PROJECT APPROACH

The Bolton & Menk team approach is rooted in the principles of trust, collaboration, and communication. These principles are key to managing and delivering this project and its unique challenges. We will support BPU throughout the facility planning process and into the future as you implement these important capital improvements for the community.

As a true partner in delivery, we repeatedly go above and beyond the contract requirements to ensure project success. We are structured to ensure constant collaboration and communication among work groups. We have identified a management team and task leaders with specific expertise and experience working together on past projects with similar scopes. Their primary responsibility is to collaborate on decisions and ensure all team members are communicating throughout. Our team will engage with the BPU team via team meetings and informally during the facility planning process. Bolton & Menk will help navigate the utility throughout this process to develop a wastewater facility plan that addresses the immediate and long-term needs of the community.

PROJECT MANAGEMENT

Bolton & Menk evaluates each project to determine the staff and expertise required in relation to the complexity of the work and the completion schedule required by the client. All Bolton & Menk projects use a team approach that always maintains close coordination between the client and the team. By using this approach, BPU will receive the required expertise from the most experienced personnel in each major project area.

Morgan Salo will serve as project manager, providing overall project management and coordination with our entire team. Morgan has served in this capacity on numerous wastewater projects including for WLSSD, Albert Lea, Wadena, and Albertville. Our project team members are senior engineers that have worked together on similar wastewater projects for over 20 years. Our team understands each other's roles and responsibilities as well as the materials needed for this project. Because of our team's longevity and knowledge, a seamless project delivery will be provided to BPU. Our project management approach provides:

- A single point of contact
- An experienced team that understands the critical items to be evaluated, while completing the project in an efficient, cost-effective, and timely manner
- Continuous communication with team members and BPU staff on information gathered and the deliverable materials necessary for various tasks
- Personnel that will ensure project resources are available and project schedule is maintained

QA/QC PROGRAM

In addition to a strong project management structure, Bolton & Menk has developed and implemented a comprehensive quality assurance and quality control (QA/QC) plan that is designed to meet the particular needs of our clients. Our system has been designed to promote quality throughout project delivery at all personnel levels. We have been able to reduce the extent of project errors and problems before such conditions are integrated into the final product. Routine product reviews are an integral part of the quality control process, but these reviews can be targeted more effectively toward on going confirmation of appropriateness and validity of the planning process. Key focus points are:

- Comprehensive quality planning, quality maintenance, and training
- Project communications standards
- Technology evaluation processes
- Defined processes for contract administration by the designer
- Detailed project review procedures
- Performance feedback and client satisfaction
- Project team assignments, experience, and longevity of the proposed team

PROJECT COMMUNICATION

Engaging stakeholders early in the process is essential for a successful project and two-way communication of ideas is an essential and often overlooked element in the development and evaluation of engineering solutions. For this reason, Bolton & Menk continually welcomes our client's input throughout all project phases. Our project manager, Morgan Salo, is the communication link between Bolton & Menk and BPU. Actively involving the project manager in day-to-day tasks of the project streamlines the communication process and facilitates higher levels of project success, greater client satisfaction, and project effectiveness.

We have worked on wastewater treatment projects in numerous communities; our communication approach has contributed to the successful completion of these projects. Critical information will be communicated in a timely and proactive manner, including information related to progress status, schedule, technical findings, stakeholder contacts, and costs. We are committed to maintaining excellent communication with Brainerd Public Utilities.

All meetings will use appropriate and adequate consultant staffing, suitable graphics and presentation materials, meeting documentation such as notices and minutes, and distribution of information using alternative and multi-media tools and formats. Communication vehicles that can be used for this project include public presentations, meetings, workshops, newsletters, web pages, social media, and news articles.

Communication will be the responsibility of our project manager and emphasized and encouraged among project personnel. Our team will function as an extension of BPU staff, allowing open lines of communication throughout the course of the project.

OPERATIONS INSIGHT

Bolton & Menk employs engineering personnel that are knowledgeable with wastewater treatment operations. We also employ six licensed wastewater operators that hold Class A and B wastewater licenses. It is critical to have the input of the utility operations personnel early on in facility evaluations and design phases of a project. Utility operations personnel will be the individuals operating the new treatment facility day in and day out. We will facilitate input from staff in touch with the day-to-day operations and maintenance to help identify any issues or necessary changes.

Additionally, Bolton & Menk operations staff will be available to assist utility operations staff with any operational and maintenance questions. Our goal for a successfully planned and built project is to identify changes that will affect safe, cost-effective operations and efficient long-term maintenance. During project start-up and throughout planning and design, Bolton & Menk will share knowledge from engineers and suppliers with BPU staff for their use. Operations tools to evaluate various treatment plant processes are used by our operations personnel and we encourage both our engineers and operators to stay involved with important networking and educational groups in Minnesota, particularly MWOA involvement.

FACILITY & EQUIPMENT TOURS

Bolton & Menk recognizes the importance of visiting other wastewater treatment facilities with you and your operations staff to provide firsthand knowledge of potential treatment alternatives and equipment. This is an important part of the process and can be incorporated into the facility planning work to help BPU staff assess different types of technologies and equipment.

PERMITTING EXPERTISE

Our strong working relationship with the Minnesota Pollution Control Agency (MPCA) allows us to be an effective advocate for BPU in the planning and permitting process. This will help position the community for favorable permitting terms and associated funding eligibility.

We are technical leaders in our industry and have been commissioned by the MPCA to work on a variety of studies and grant research opportunities. In May 2018, the MPCA published the study entitled Analyzing Alternatives for Sulfate Treatment in Municipal Wastewater, which was co-authored by Bolton & Menk to evaluate the feasibility of removing sulfate from wastewater. Bolton & Menk was also invited to participate in the Chloride Work Group that helped establish the framework for addressing chlorides in wastewater. The MPCA has chosen to award grants to several of our clients, enabling them to conduct pilot studies on the costs and feasibility for removal of total nitrogen and phosphorus. This relationship with the MPCA will be available to BPU as we work through the facility planning process and advocate for your community.

We've also aided Minnesota Environmental Science and Economic Review Board (MESERB) member communities, such as Albert Lea, New Ulm, Northfield, Marshall, Redwood Falls, Osakis, Windom, and Mankato. This work includes helping negotiate and review National Pollutant Discharge Elimination System (NPDES) discharge permits to develop appropriate limits with reasonable compliance schedules. We understand the consequences of stringent limits placed on communities and will be a strong advocate for BPU throughout the permitting process.

INDUSTRIAL EXPERIENCE

We understand that BPU's industrial users are a vital partner to the community. Bolton & Menk has worked with a diverse list of industries and assisted communities with negotiating treatment agreements and fostering a healthy relationship with their industrial partners. A critical influence on the wastewater treatment facility planning process is the industrial contributions; not only the current flows and loadings, but how BPU's facilities could be used to accept additional loadings from both current and future industries.

FUNDING EXPERTISE

Bolton & Menk has secured more than $2 billion in funding for our clients from a variety of sources. We work diligently to identify and secure outside grants and low-interest loans from a variety of federal, state, and local agencies. Bolton & Menk will aggressively pursue funding to position BPU for potential eligible funding sources including the Clean Water Revolving Fund (CWRF) low-interest loan program, Point Source Implementation Grant (PSIG) program, Water Infrastructure Fund (WIF), and other eligible sources. We also work with Minnesota Legislators to pursue direct bond money from the State of Minnesota.

We are committed to providing real solutions that are technically feasible, publicly acceptable, environmentally compatible, and economically viable. Simply put, even the best-designed project is not sustainable if funding is not available.

Finding funding sources for municipal infrastructure projects can be a real challenge. Bolton & Menk has developed the expertise—knowledge of current programs, relationships with funding agencies, and understanding of application processes—to help.

BOLTON & MENK FUNDING SERVICES

- Identifying funding sources
- Positioning your project for success
- Assisting with grant writing, application process, and funding administration

Clean Water Revolving Fund

$216,186,807

Bolton & Menk clients represent **37.9%**
of the estimated **$570.9 million**
in loans to be issued in FY 2024

POSITIONING YOUR PROJECT FOR SUCCESS

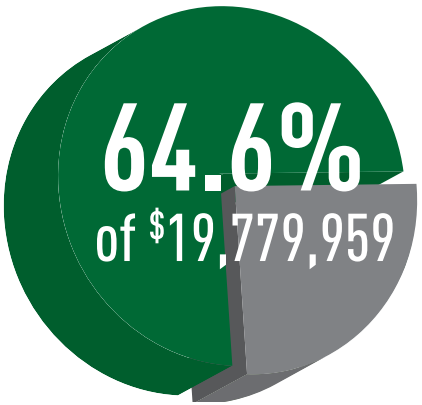
Many project funding opportunities have tight application deadlines and short project completion windows. We help position projects, so they are ready to go when the time is right. By creating a CIP and prioritizing needs and objectives, our clients are positioned to react quickly to new programs, a definite advantage in the competitive quest to secure funding.

GRANT WRITING, APPLICATION PROCESS, AND FUNDING ADMINISTRATION

Bolton & Menk has a thorough understanding of the application process and internal expertise to write effective grant proposals. We know what works and what doesn't. Our record of success speaks for itself.

Once funding is secured, we can assist you with the following administrative services:

- Project monitoring
- Progress reports
- Davis Bacon and State Prevailing Wage monitoring
- Track legislative mandates such as "Build America, Buy America (BABA)"
- Project finalization and closeout



Bolton & Menk clients were successful in securing 64.6% of the Point Source Implementation Grant Funding awarded in FY2023

Our funding team secured $30.3 million to assist Worthington Public Utilities to complete their wastewater treatment improvements.

Our funding team helped secure more than $6 million in funding ($2 million in grants) to assist the City of Albert Lea in their first phase project in upgrading their wastewater treatment improvements.

Our funding team helped secure more than $19 million in funding to assist the City of Northfield with their wastewater treatment improvements.

KEY PERSONNEL

The Bolton & Menk team serves as an extension of BPU staff, maintaining close coordination between BPU and the project team. The organizational chart illustrates the personnel associated with key issues facing the community.

Morgan Salo, PE
Project Manager

Paul Saffert, PE
Principal-in-Charge

Specialty Disciplines

Angie Knodel, AIA
Architect

Brian Salfer, PE
Structural Engineer

Mark Zeimer, PE
Electrical Engineer

Zack Thompson, PE
Mechanical Engineer

Civil Engineering

Bryan Drown, PE
Client Liaison & Civil Lead

Andrew Beadell, PE
Project Engineer

Over the past several years, our collaboration with LS Engineers, Barr Engineering, and KFI Engineers has been instrumental in the development of multiple wastewater facility plans, demonstrating our ongoing commitment to maintaining safe, sustainable, and beautiful communities.

Wastewater Permitting

Angie Saffert, EIT
Wastewater PFAS & Permitting Expert

Wastewater Treatment

Kris Swanson, PE
Wastewater Specialty Services Lead

QA/QC, Industrial, and Operational Specialists

Herman Dharmarajah, PhD, PE
Technical Expert & Advisor

Gregory Sindt, PE
QA/QC, Industrial Expert, & Technical Advisor

Kirk Yahnke
Construction Representative & Operator

Wastewater System Specialists

John Graupman, PE
Wastewater Expert

Mac Graupman, PE
Wastewater Project Engineer

Hannah Patenaude, EIT
Wastewater Treatment Project Engineer

Funding and Grants

Chelsea Alger
Funding Specialist

Communication and Visualization

Nicole Krause
Engagement Specialist

David Breiter
Visualization Specialist

Firm Key
- Bolton & Menk
- LS Engineers
- Barr Engineering
- KFI Engineers

Our proposed team provides the optimum combination of accessibility, community knowledge, and wastewater expertise. Our project manager, Morgan, will be supported by key individuals and support staff. Bolton & Menk can draw upon more than 1,000 other team members throughout our firm to meet your needs. Project team member bios are included below.

MORGAN SALO, PE

Project Manager

Morgan will provide overall project management and coordination with our team. He has the qualifications, experience, motivation, and work ethic to effectively manage each project phase. He will coordinate closely with BPU staff and will manage the design team, project schedule, and budget. Morgan is a water/wastewater project manager who began his career in 2015. He is responsible for design and construction management of municipal water and wastewater treatment facilities. His responsibilities include designing innovative water and wastewater treatment infrastructure, evaluating biosolids dewatering options, conducting pilot studies, facility planning, evaluating new treatment technologies, and creating standard operation procedures and operations and maintenance manuals. Morgan enjoys working on all types of projects and providing his expertise and the best service possible to each client and project.

PAUL SAFFERT, PE

Principal-in-Charge

Paul will serve as Bolton & Menk's authorized negotiator for this project and provide quality control checks, ensuring all technical deliverables and project communication meet BPU's standards. Since beginning his career in 2000, Paul has developed a reputation as one of the premier wastewater engineers in the state of Minnesota. As a water/wastewater group leader, Paul has provided design or quality control on more than 50 wastewater projects for Bolton & Menk. His expertise has been recognized by his industrial clients, who have used his talents in projects across the Upper Midwest. Paul's knowledge and attention to detail allow him to provide exceptional quality control on projects to ensure all decisions align with current and future treatment objectives.

BRYAN DROWN, PE

Client Liaison and Civil Lead

Bryan will serve as the client liaison and assist Morgan in communication with BPU staff. He will also serve as the civil engineering lead responsible for input on site selection, design considerations, accessibility, and sanitary sewer collection and conveyance.

Bryan is motivated by the company-wide expertise at Bolton & Menk and enjoys working as a team to meet client needs. He is a municipal project manager who has been in the civil engineering industry since 1998. He is experienced in municipal utility design, site design, stormwater management, highway and street design, and residential and commercial development. His background includes preparing preliminary and final construction documents, project specifications, administering the Statute 429 process, and contract administration.

KRIS SWANSON, PE

Wastewater Specialty Services Lead

Kris will support Morgan with coordination of technical staffing and in-house wastewater experts to successfully complete the project objectives and deliverables.

Since beginning as a water/wastewater engineer in 2000, Kris has been driven to be one of the best in the industry. Kris is the vice president of water at Bolton & Menk and has in-depth experience in all phases of wastewater system design and management. He has led some of the firm's most advanced and first-of-their-kind wastewater treatment projects. He enjoys getting to know his clients and implementing complex projects to bring their goals and visions to fruition. He recently has worked with Albert Lea, Saint Peter, New Ulm, Worthington, Glacial Lakes Sanitary Sewer District, Sioux Center Iowa, and Iowa Great Lakes Sewer District (Okoboji) on planning efforts for more than 20 years of solutions in their communities.

ANDREW BEADELL, PE

Civil Project Engineer

Andrew will support Bryan with the technical aspects of the site selection, design considerations, and accessibility of the wastewater system improvements, along with analysis of the sanitary sewer collection and conveyance improvements.

Andrew is a municipal project manager who started his engineering career with Bolton & Menk in 2015. He has experience with a range of projects related to highways and streets, municipal storm sewer systems, municipal water systems, and municipal sanitary sewer systems. His background includes in-depth final design on projects related to city utilities, highways, bike and pedestrian facilities, and urban streets. He uses the knowledge and experience he has gained to identify the needs of a project, work toward a solution, and communicate results to community and project stakeholders. He always makes the extra effort to ensure quality products for his clients and the communities he works in.

HERMAN DHARMARAJAH, PHD, PE

Technical Expert and Advisor

Herman will serve as an advisor, providing technical assistance throughout the planning process.

As a water/wastewater practice expert, Herman brings a background in innovation and education to water and wastewater projects for his clients. He is experienced with the management, design, and construction of water and wastewater treatment facilities, practicing in this area since 1982. He supervises and provides technical assistance to staff design engineers, and construction management personnel. Herman has conducted numerous pilot tests for various systems to reduce the level of contaminants in water. He was also a principal investigator for the national surface water study, which evaluated more than 40 water treatment plants throughout the United States.

CHELSEA ALGER
Funding Specialist

Chelsea will lead the development, positioning, and application for competitive funding. She will assist the team in aligning projects with funding programs and completing funding plans.

Chelsea is the funding director for Bolton & Menk, beginning her career in 2003. Prior to joining Bolton & Menk in 2019, she worked in city government as a planner and community development director, then as a non-profit resource development officer. She has expertise in a variety of public infrastructure and community development funding programs. One of her career highlights to date is managing a national ArtPlace America grant, exploring the use of arts and cultural strategies to create more sustainable, place-based impact in community development efforts. Her work with our environmental and civil project managers in the public facility programs has allowed Bolton & Menk to secure low interest loans and grant dollars to help serve our client's infrastructure needs. Chelsea is passionate about strategic thinking and working through challenges to come to workable solutions for all parties involved.

ANGIE SAFFERT, EIT
Wastewater PFAS and Permitting Expert

A leading expert on wastewater PFAS and NPDES permitting, Angie will provide insights on BPU's preliminary effluent limits and implications.

Angie is a water/wastewater practice expert who joined Bolton & Menk in 2011. She is responsible for the design of wastewater treatment facilities, facility plans for wastewater treatment, and NPDES permitting. Angie has also conducted PFAS treatment viability assessments and has been on the forefront of PFAS permitting and regulations. Angie is dedicated to leaving the environment in a better state for her children.

NICOLE KRAUSE
Engagement Lead

Nicole will lead the communication efforts related to public outreach and engagement. She will support the rest of the project team with public meetings, communication, and presentations.

Nicole is the engagement services group leader at Bolton & Menk. She began her career in 2017 and has a passion for making communities better through inclusive and creative public engagement. Her strategic engagement planning paired with innovative digital and in-person tools help create spaces that reflect each unique community. Nicole provides engagement expertise on a variety of projects from project conceptualization through construction.

JOHN GRAUPMAN, PE
Wastewater Expert

John will serve as an expert for evaluating BPU's wastewater treatment alternatives. He has extensive experience with nutrient removal technologies and has completed numerous projects in his career.

As a water/wasterwater project manager, John manages a range of water and wastewater projects in both the municipal and industrial fields. Joining Bolton & Menk in 1996, John has been part of an innovative water/wastewater team that has worked on several projects not previously done in the United States. His experience includes planning and feasibility studies; water storage, distribution, and treatment systems; and wastewater treatment facilities.

MAC GRAUPMAN, PE

Wastewater Project Engineer

Mac will assist with in all aspects of the wastewater facility planning process, including evaluation of treatment alternatives, lift station improvements, and conveyance.

Mac is a water/wastewater project engineer who started his career full time with Bolton & Menk in 2023 following a five-year internship. He has extensive experience with design and plan development for water and wastewater projects, ranging from facility planning to developing plans and specifications to construction management and observation. Additionally, Mac has obtained his Basic Coatings Inspector Certification from the Association for Materials Protection and Performance (AMPP) and has performed inspections on numerous projects including water towers, water treatment filters, and various wastewater components.

GREGORY SINDT, PE

QA/QC, Industrial Expert, and Technical Advisor

Greg will provide quality assurance and control for the facility planning efforts. He will be a valued technical advisor and has extensive experience with industrial wastewater treatment.

Greg has designed water and wastewater treatment processes and coordinated mechanical, structural, and control design activities since 1980. He has been involved in the planning and design of more than 100 municipal and industrial water and wastewater treatment facilities. Greg has been a member of several value engineering teams on water and wastewater treatment facilities throughout the United States. As a value engineering team member, he evaluates options for upgrading existing treatment facilities and alternative facility and process designs using life cycle cost analysis. Greg also works on negotiations with regulatory agency staff in the application of environmental regulations to develop reasonable wastewater discharge permits. Greg is active in professional and trade organizations including Iowa Water Environment Association Government Affairs and North American Meat Institute Environmental Committee.

KIRK YAHNKE

Senior Construction Representative and Operator

Kirk will provide expertise related to staging, constructability, and operations. He will make sure assumptions made early in the planning process are correct and incorporate an operator's perspective on the improvements.

Kirk is a water/wastewater senior construction project representative who began his profession in 1985. He is responsible for the inspection, start-up, and quality control of water and wastewater projects. His background includes inspection and start-up of municipal water and wastewater facilities, water pilot testing studies, and inspection of industrial pretreatment facilities. Kirk works closely with clients throughout the start-up phase of a project. He trains staff on how to operate and maintain their facilities and will support those staff until they are able to acquire necessary operations certification. In addition, Kirk works with clients to troubleshoot problems on existing facilities.

DAVE BREITER

Visualization Specialist

Dave will lead the visualization efforts throughout the facility planning process, including any video content, 3D animation, and graphic design needs.

Dave is the visual communications director at Bolton & Menk and oversees the design and production of all print, video, 3D animation, and web development for the firm. He started his graphic design career in 1996 and has a range of experience in graphic design, multimedia, and website production. Dave has a host of software capabilities, including Adobe Photoshop, Illustrator, InDesign, Premiere Pro, After Effects, Audition, Muse, and Dreamweaver, as well as SketchUp Pro, 3D Studio Max, and Microsoft Office suite. Dave's greatest passion lies in the challenge of taking the technical expertise of an engineer or planner and creating a visual output to better communicate with our clients and community members, whether that is through a printed brochure, full length video, website, or 3D animation.

HANNAH PATENAUDE, EIT

Wastewater Treatment Project Engineer

As a project engineer, Hannah will assist with all aspects of the facility planning process.

Hannah is a water/wastewater design engineer at Bolton & Menk who is responsible for water and wastewater design, studies, and improvements. She has experience working with Fergus Falls, Litchfield, and Le Sueur on wastewater planning and testing. She also has experience with construction observation. Hannah is passionate about implementing safe and sustainable solutions for our communities.

ANGIE KNODEL, AIA

Senior Architect

Angie will support the team with insight on architectural needs, code review, accessibility, and space considerations.

Angie takes a personal approach to design, establishing lasting relationships with her clients. In her role as senior architect, she is adept at developing ideas and solutions tailored to specific needs. Angie began her architecture career in 2001 and is a true visionary, able to take design concepts and turn them into tangible realities. Her experience and knowledge allow her to embrace each project challenge, tackling them head on and offering creative solutions without missing a beat.

BRIAN SALFER, PE | LS ENGINEERS

Structural Engineer

Brian will support the team with insight on structural design considerations for the proposed wastewater treatment alternatives.

Brian has more than 25 years of experience in structural engineering, collaborating with Bolton & Menk throughout his entire career. He is currently licensed to practice in 12 states including Minnesota. His experience includes investigations, analysis, and design of concrete, steel, masonry, and timber structures.

MARK ZIEMER, PE | BARR

Senior Electrical Engineer

Mark will provide support with insight on electrical design solutions, power distribution, and emergency generation.

With more than three decades of electrical and lighting design and project management experience, Mark specializes in the design of power, signal, lighting, process control systems, and instrumentation for commercial, municipal, and industrial buildings and facilities. Facilities include everything from city halls, corporate campuses, and administrative offices to regional airports, booster stations, and water and wastewater facilities.

ZACK THOMPSON, PE | KFI ENGINEERS

Mechanical Engineer

Zack will support the team with insight on mechanical design considerations, including plumbing and HVAC needs.

Zack is a licensed mechanical engineer with six years of experience. He has a wide range of building infrastructure experience including mechanical system design, drafting, and construction inspection. Zack performs heating and cooling load calculations, design, and drafting of plumbing, heating, ventilating, and air conditioning systems for a variety of facilities. Zack also provides multi-discipline design coordination as well as mechanical construction drawing preparation assistance.

QUALIFICATIONS AND EXPERIENCE

PROJECT EXPERIENCE LIST

Bolton & Menk specializes in providing infrastructure services for municipalities. Over our 75-year history, the firm has continued to grow and expand its expertise based on the unique needs and challenges of cities and municipalities. In addition to basic services such as infrastructure maintenance, reconstruction, and expansion, we offer specialized expertise in water and wastewater treatment, water resources, environmental services, traffic and transportation engineering, landscape architecture, airport planning and engineering, surveying and mapping, construction administration, and city planning. This range of municipal services enables our firm to easily accommodate the diverse needs of our clients.

BPU's goal is to partner with an experienced consultant in all aspects of wastewater treatment, sanitary sewer collection, and conveyance systems. Wastewater facility planning is a multi-faceted process that requires expertise in community engagement, permitting, planning, funding, modeling, wastewater design, construction, and operations. The Bolton & Menk team exemplifies these areas of expertise and is unmatched in our wastewater experience in the State of Minnesota.

We have highlighted several projects as examples of recent and related team experience. Client satisfaction remains a top priority for us as evidenced by quality deliverables, cost-effective rates, and timely project delivery. Please feel free to contact any of these references to evaluate our performance. Additional project information is available upon request.

WASTEWATER TREATMENT FACILITY IMPROVEMENTS

CITY OF NORTHFIELD, MINNESOTA

AWARD WINNING PROJECT

2003 Grand Award
American Council of Engineering Companies of America

Bolton & Menk has partnered with the City of Northfield for more than 25 years to perform the planning, design, construction management, and startup services for their various wastewater facility improvements. The existing facility was located on a small peninsula along the Cannon River and offered little space for facility expansion. In addition, the Cannon River is classified as an Outstanding Resource Value Water, placing strict discharge limits on the facility—limits that would not be attainable without a significant upgrade of the existing facility.

Starting in 1997, our team developed a plan to upgrade the facility employing advanced treatment technologies–BAFs and parallel plate clarifiers for wastewater treatment with lime heat stabilization for biosolids treatment.

By using the advanced BAF technology and parallel plates, Bolton & Menk creatively solved the city's problem while exceeding their expectations. Our plan was both practical and cost effective since it allowed for the reuse of the existing site and saved more than $5 million in capital expenditure. The environmentally proactive and sustainable plan included the added benefit of removing phosphorous, BOD, and ammonia to levels below the required standards. The treated biosolids meet the Class A standard and are sustainably reused by land application. The project met all of the deadlines.

From 2016 to 2017, Bolton & Menk completed a project to replace the city's existing UV disinfection system and building renovations. The design included consideration of multiple UV technologies and layouts that could be retrofitted into the existing channels. This allowed the facility to continue using a familiar technology to meet their long-term disinfection needs.

In 2018 to 2020, we also provided a biosolids replacement project after the city experienced a catastrophic fire in their biosolids treatment building. Bolton & Menk performed interim biosolids treatment options and designed a new replacement biosolids treatment facility. Our team expedited the evaluation of various interim biosolids treatment options to help the city during crisis mode. A temporary Class A biosolids treatment was designed and procured for the city for interim treatment. This temporary system was housed in one of the existing dry biosolids storage buildings not affected by the fire.

The fire completely damaged all equipment beyond repair, but the building could be reused. Bolton & Menk evaluated different biosolids treatment systems that would not only meet the city's requirements but also fit into the existing building. The City of Northfield's staff and Bolton & Menk design team selected Schwing Bioset Class A biosolids treatment process. The process included two dewatering screw presses and a Bioset Class A process. A new odor scrubber system was designed to avoid odor issues. Bolton & Menk also helped the city with the insurance claim process.

Following these upgrades, Bolton & Menk was again retained in 2022 to perform the design and construction management of the city's wastewater treatment facility improvements. These improvements included rehabilitation of the existing plant components, building renovations, and construction of a new aerated biosolids storage tank and blower building.

Our history with the City of Northfield exemplifies Bolton & Menk's dedication to our clients and ability to foster long-term relationships.

Reference: Justin Wagner | Utilities Manager| City of Northfield
507-645-3083 | justin.wagner@northfieldmn.gov | Project Dates: May 2022-Ongoing

WASTEWATER TREATMENT FACILITY IMPROVEMENTS

NEW ULM PUBLIC UTILITIES, MINNESOTA

The City of New Ulm retained Bolton & Menk to perform the planning, design, construction management, and start-up services for the city's wastewater treatment facility for multiple projects.

One of the major projects was improvements to the 4 MGD wastewater treatment facility that consisted of a new biosolids treatment and storage facility, upgrading the computer control system, treatment process improvements, and related work. This project included the first Autothermal Thermophilic Aerobic Digestion (ATAD) System in Minnesota. The New Ulm facility is unique in its ATAD design with all concrete reactors and a building situated between the reactors for housing the system's pumps, piping, and valves. This design limited, as much as possible, exposing any equipment to the elements.

The ATAD biosolids treatment process produces Class A biosolids. The design used the majority of the existing wastewater facility to reduce overall construction costs. The ATAD system consists of four reactors. Each reactor has a diameter of 29.5 feet with a side water depth of 11.5 feet. Each reactor has a volume of 58,798 gallons. The system has a hydraulic retention time of seven and a half days.

Another major project the city completed was improvements to their pretreatment and installing two new fine screens with screenings washing and compacting. In addition, the city received a phosphorous limit, and an anoxic/anaerobic selector basin was constructed to allow for biological phosphorous removal. The basin was constructed alongside the existing aeration basins. Chemical feed equipment was installed as part of this project in the event the city would need to polish the effluent to meet the phosphorous limit. However, the city has a significant industrial load high in BOD and the biological treatment process alone is able to meet the required phosphorous limit. With the assistance of Bolton & Menk, the city financed these improvements through the State Revolving Loan Program.

Another significant project completed for the City of New Ulm included improvements to the aeration and blower system. The existing blowers were three 900 hp centrifugal blowers with capacity of 13,000 scfm. Bolton & Menk evaluated the system and determined that more efficient blowers could be installed to produce significant energy savings. In addition, the existing fine bubble diffusers were more than 20 years old and only covered a portion of the aeration basin floors. While the existing diffusers did provide adequate air to the basins, there were dead zones in each of the four basins. It was determined that full floor coverage of the diffusers was the best option for the city and disc diffusers were installed in each of the four basins providing for full floor coverage. For the blowers, the city decided to replace one 900 hp blower with two 300 hp turbo blowers with Variable Frequency Drives. New dissolved oxygen probes were installed in the basins and typically only one of the turbo blowers operates to meet the operator set dissolved oxygen set point. By using new blower technology, new diffusers, and dissolved oxygen probes and controls, the City of New Ulm has reduced their energy costs by nearly $100,000 per year.

Reference: Dan O'Connor | Wastewater Treatment Plant Supervisor | New Ulm Public Utilities
507-217-6034 | dano@newulmmn.gov | Project Dates: January 2015-2017

WASTEWATER TREATMENT FACILITY IMPROVEMENTS

WORTHINGTON PUBLIC UTILITIES, MINNESOTA

Worthington Public Utilities (WPU) retained Bolton & Menk to complete the planning, design, construction management, and start-up services for their wastewater treatment facility improvements, including an asset management plan for their wastewater system. The existing 4 MGD plant was originally constructed in the 1960s and was facing numerous age-related issues. WPU wanted to be proactive in addressing their long-term needs and planning for the future, including considerations for future effluent limits, industrial contributions, and community growth.

The project included converting their existing trickling filter plant into an extended aeration activated sludge process that is designed for their 20-year needs and includes accommodations for future nitrogen removal. The plant uses aluminum sulfate for chemical removal of phosphorus in accordance with the facility's permit requirements. The project also included rehabilitation of existing plant components that could be incorporated into the new process, including the equalization basins, sludge lagoons, pretreatment system, influent pump station, disinfection system, and operations building. The biosolids processing system was converted from anaerobic digestion to new aerobic technology to be compatible with the new liquid-stream process.

The design included innovative technologies for the aerobic digestion process to help minimize energy costs. This included installation of a high efficiency compressed air mixing system that de-couples the requirements for dissolved oxygen and mixing. This system allowed for a 70 percent reduction in energy requirements and resulted in a payback of less than two years based on the energy savings.

Reference: Scott Hain | General Manager | Worthington Public Utilities
507-360-6724 | shain@worthingtonutilities.com | Project Dates: April 2020-On-going

WASTEWATER TREATMENT FACILITY IMPROVEMENTS

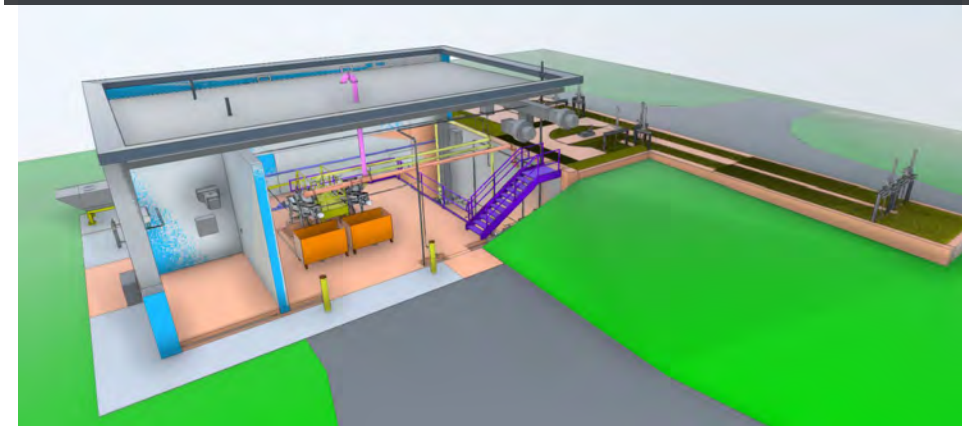
CITY OF ALBERT LEA, MINNESOTA

The City of Albert Lea retained Bolton & Menk to complete their wastewater facility plan to evaluate long-term wastewater treatment needs for the community and industrial users. The existing 12.5 MGD plant was originally constructed in 1981 and discharges treated effluent to the Shell Rock River. The treatment process includes grit removal, pre-aeration, primary treatment, secondary treatment (including nitrification), tertiary filtration, and disinfection.

The facility plan included a detailed evaluation of 20-year flow and loading projections, an asset criticality and condition assessment, permitting evaluation, and detailed analysis of treatment alternatives that best serve the long-term needs of the City of Albert Lea. The facility plan identified a phased approach for implementing the recommended improvements over a 20-year period, starting with the most critical infrastructure (0 to 5 years), near-term projects (5 to 10 years), and long-term projects (10 to 20 years). This approach allowed the city to develop a clear pathway for planning and budgeting for these significant improvements.

Bolton & Menk was then hired to complete the design and construction management for their initial pretreatment improvements project, which was identified in the facility plan as the most critical need. This project consists of constructing new Parshall flume metering and grit removal facilities. Once these improvements are completed, the existing facilities will be taken out of service and demolished. This project was bid in January 2024 with a construction price that came in under the city's budget. This project has an expected completion date of December 2025.

Albert Lea Pretreatment Facility - Started Construction in March 2024



WASTEWATER TREATMENT FACILITY IMPROVEMENTS

CITY OF LONG PRAIRIE, MINNESOTA

In 2004, the City of Long Prairie and Bolton & Menk completed the construction and start-up operations for a new wastewater treatment facility. More stringent limits and a large industrial load from multiple sources made the existing pond system unsustainable and led to the selection of an extended aeration activated sludge facility. The existing pond system was repurposed to provide flow equalization and flexibility in the operation. The facility included the following major items:

- Lift station upgrades
- Construction of grit and screenings removal
- Construction of aeration basins with biological phosphorous removal facilities
- Construction of new secondary clarifiers
- Construction of new chlorination and dechlorination facilities
- Construction of new aerobic biosolids treatment and storage facilities
- Construction of a blower/control building

In 2013, the City of Long Prairie and Bolton & Menk completed an expansion of the extended aeration activated sludge system to accommodate additional industrial flow that needed to meet more stringent effluent limits. The existing industrial pond system is used for pretreatment and the extended aeration activated sludge facility is used to polish the additional flow. The expansion of the mechanical facility included the following major items:

- New lift station and force main
- Metering and control vault
- Third secondary clarifier
- Expansion of the chlorination and dechlorination system
- Automation of the phosphorous control system
- Expanded aerobic biosolids storage
- Alkalinity addition for nitrification
- Stormwater improvements
- Construction of new pumping/blower building

For both projects, Bolton & Menk provided facility planning, design, construction engineering, and start-up/operations services and assisted the city in obtaining project funding from multiple sources. With continued industrial growth, the city and Bolton & Menk completed an additional expansion in 2021. These improvements included a new aeration basin structure, vacuum truck dump station, control structures, magnesium hydroxide chemical feed for alkalinity adjustment, and new control building. Due to the heavy industrial loads, the new plant expansion has the capacity to treat a population equivalence of 28,000 people (although the city population is only 3,700).

WASTEWATER TREATMENT FACILITY IMPROVEMENTS

CITY OF SAINT PETER, MINNESOTA

AWARD WINNING PROJECT

2004 Grand Award
American Council of Engineering Companies of America

The City of Saint Peter and Bolton & Menk worked together for more than 10 years to develop and implement plans for an advanced technology wastewater treatment system incorporated into a single structure that meets the needs of the City of Saint Peter for years to come. The city operated the largest stabilization pond treatment system in the state. This facility, located in the flood plain of the Minnesota River, was inundated with floodwaters on numerous occasions. Due to the environmental impacts of these flood events, the city began work to relocate the wastewater treatment operations. This planning was further accelerated by the 1998 tornado, which created the need for rebuilding much of the city's infrastructure.

A site within the city's industrial park was chosen for the wastewater treatment facility, maximizing the use of existing public infrastructure and city-owned property. Bolton & Menk developed a practical and cost-effective plan using new technology—Biological Aerated Filters (BAF) and parallel plate clarifiers for wastewater treatment, and lime heat stabilization for biosolids treatment. The compact size of the treatment processes allowed for the facility to be constructed within a single structure, meeting public expectations. The system removes BOD, ammonia, and phosphorous below standards. The lime/heat pasteurization process treats biosolids to a "Class A" level. This process reduces the amount of storage required for biosolids and increases the options for biosolids disposal and reuse. In addition, the following wastewater treatment process improvements were implemented:

- New lift station and forcemain
- New grit removal and screenings facilities
- New UV facilities
- New outfall
- New on-site dewatered biosolids storage facility
- New standby generator
- Odor control facility
- New computer control system

The project was completed on time and within budget. Saint Peter's new facility complies with the wastewater discharge limits for the Minnesota River. This facility serves as a successful new model for implementation of wastewater treatment technology.

ADDITIONAL WASTEWATER FACILITY PROJECT EXPERIENCE:

- Litchfield, MN
- Mankato, MN
- Annandale – Maple Lake
- Two Harbors, MN
- New Prague, MN
- **Marshall, MN**
- Windom, MN
- Western Lake Superior Sanitary District (WLSSD)
- Shakopee Mdewakanton Sioux Community (SMSC)
- Buffalo, MN
- Le Mars, IA
- **Sioux Center, IA**
- Blue Earth, MN
- Fairmont, MN
- Redwood Falls, MN
- Lanesboro, MN
- Lewiston, MN
- Spring Valley, MN
- Mazeppa, MN
- Iowa Great Lakes Sanitary District (IGLSD)

PARTICIPATION LEVEL OF BPU

TEAM APPROACH

Bolton & Menk believes in a collaborative team approach for wastewater system planning that incorporates input from all stakeholders—especially staff that will be responsible for the long-term operation, maintenance, and management of the system. As your consultant, we consider ourselves a trusted partner to BPU with a commitment to serve and support your staff within a team environment.

The knowledge that BPU's operations and management staff bring is invaluable to developing a successful wastewater facility plan—past knowledge has a significant impact on future considerations. We believe it is critical to solicit input throughout the planning process and will tailor our communication and collaboration to meet the expectations of the community.

Our goal is to integrate the Bolton & Menk team as an extension of your staff. We will support BPU staff to tailor your needs, including as a technical advisor, resource, and trusted partner for accomplishing your goals.

Detailed Cost Estimate

Client: Brainerd Public Utilities Project: Wastewater Treatment Facility Plan		Bolton & Menk, Inc.												
Task No.	Work Task Description	Principal-in-Charge	Project Manager	Project Engineer	Wastewater and Advanced Treatment Expert	Wastewater Expert	Planner	Wastewater Treatment Specialist	PFAS/Biosolids Expert	EIT/Technician	Clerical	Admin/ Coordination	Totals	Costs
1.0	**Gather and Review Background Information**													
1.1	Data Review	8	8	8	8		16		8	8	4		68	$14,680
1.2	Kick off Meeting	8	8	8			8			8			40	$8,504
1.3	System Goal Identification	8	16	24	4				4	24			80	$16,004
1.4	Technical Memorandum Summary of Task 1	2	4	4			40			40	8		98	$18,814
	Subtotal Hours - Task 1	26	36	44	12	0	64	0	12	80	12	0	**286**	$58,002
2.0	**Wastewater Design Criteria**													
2.1	Evaluate Existing Comprehensive Plans	2	2	2	4	4	20		2	8			44	$9,484
2.2	Current System Agreement Review	4	2	2					4				12	$2,794
2.3	Draft Future System Agreement	80	8	8					60				156	$38,512
2.4	Progress Meeting No. 1	8	5	5					8				26	$5,987
2.5	Technical Memorandum Summary of Task 2	6	8	8					16	40			78	$15,086
	Subtotal Hours - Task 2	100	25	25	4	4	20	0	90	48	0	0	**316**	$71,863
3.0	**Permitting and Future Considerations**													
3.1	MPCA Preliminary Effluent Review (PELR)	10	2	2					20	16			50	$10,728
3.2	Develop Compliance/Variance Strategies	6	4	4									14	$3,210
3.3	Future Permit Considerations								24	4			28	$6,180
3.4	MPCA Coordination and Permit Language Development	8	2						24	4			38	$8,740
	Subtotal Hours - Task 3	24	8	6	0	0	0	0	68	24	0	0	**130**	$28,858
4.0	**Evaluation of Existing Wastewater Infrastructure (Complete)**													
4.1	Integration of Information into Facility Plan			2		8				8			18	$3,190
4.2	Compare Existing Facility Capability to 2050 Requirements	2	4	4		16			2	16			44	$8,194
	Subtotal Hours - Task 4	2	4	6	0	24	0	0	2	24	0	0	**62**	$11,384
5.0	**Summary of Sanitary Sewer Collection and Conveyance**													
5.1	Review Lift Stations to WWTP			2		4				4			10	$1,790
5.2	Compare Lift Station Capacities to Growth		4	4		4				4			16	$2,996
5.3	Summarize Findings in Technical Memorandum		1	1		4				8			14	$2,459
	Subtotal Hours - Task 5	0	5	7	0	12	0	0	0	16	0	0	**40**	$7,245
6.0	**Evaluation of Wastewater Treatment Alternatives**													
6.1	Review SBRs/Existing Systems	16				16							32	$7,264
6.2	Develop Liquid Phase Treatment Alternatives	8		60	40	60				60			228	$45,132
6.3	Develop Biosolids Phase Treatment Alternatives	4	10	20	40				40	40			154	$33,096
6.4	Overall Evaluation Wastewater Treatment Alternatives	8	8	8	6	4			8	8			50	$10,786
6.5	Develop Capital Cost Opinions		10	4	2	4			2	32			54	$9,814
6.6	Develop Operational and Maintenance Cost Opinions		8	8					4	32			52	$9,392
6.7	Technical Memorandum Summary	2	4	4	2	8			2	16			38	$7,228
	Subtotal Hours - Task 6	38	40	104	90	92	0	0	56	188	0	0	**608**	$122,712
7.0	**Financial Considerations**													
7.1	Consider Funding Strategies	4	4									4	12	$2,652
7.2	Amortization Schedule			8						24			32	$5,520
7.3	Preliminary Rate Impacts	4		8						8		10	30	$5,856
7.4	Coordination with Utility Finance Team	16	16	4									36	$8,348
	Subtotal Hours - Task 7	24	20	20	0	0	0	0	0	32	0	14	**110**	$22,376
8.0	**Project Phasing and Sequencing**													
8.1	Criticality Evaluation	4	8	8	8				4	8			40	$8,564
8.2	Construction Phasing	4			4	4		40	4	8			64	$12,484
8.3	Finance Phasing	4	4							2		16	26	$5,262
8.4	Technical Memorandum Summary		4	4						16			24	$4,236
	Subtotal Hours - Task 8	12	16	12	12	4	0	40	8	34	0	16	**154**	$30,546
9.0	**Draft Report**													
9.1	Draft Report		40	40					20	80	40		220	$38,160
9.2	Graphics			24						16	40		80	$11,720
9.3	Appendix									80			80	$13,200
9.4	Review/QA-QC	8	16	16					8				48	$10,376
	Subtotal Hours - Task 9	8	56	80	0	0	0	0	28	176	80	0	**428**	$73,456
10.0	**Public Engagement**													
10.1	Presentation of Facility Plan	16	16	16					8	40			96	$19,128
	Subtotal Hours - Task 10	16	16	16	0	0	0	0	8	40	0	0	**96**	$19,128
11.0	**Final Report**													
11.1	Final Report									40			40	$6,600
11.2	QA-QC	4	16		16				8				44	$10,292
	Subtotal Hours - Task 11	4	16	0	16	0	0	0	8	40	0	0	**84**	$16,892
12.0	**Submittals and Funding Assistance**													
12.1	Final Report to the MPCA with Funding Application		2	2						4		24	32	$6,018
	Subtotal Hours - Task 12	0	2	2	0	0	0	0	0	4	0	24	**32**	$6,018
	Total Hours	**254**	**244**	**322**	**134**	**136**	**84**	**40**	**280**	**706**	**92**	**54**	**2346**	
	Average Hourly Rate	**$269**	**$204**	**$195**	**$257**	**$185**	**$230**	**$185**	**$230**	**$165**	**$110**	**$190**		
	Subtotal	**$68,326**	**$49,776**	**$62,790**	**$34,438**	**$25,160**	**$19,320**	**$7,400**	**$64,400**	**$116,490**	**$10,120**	**$10,260**		
	Total Fee													**$468,480**

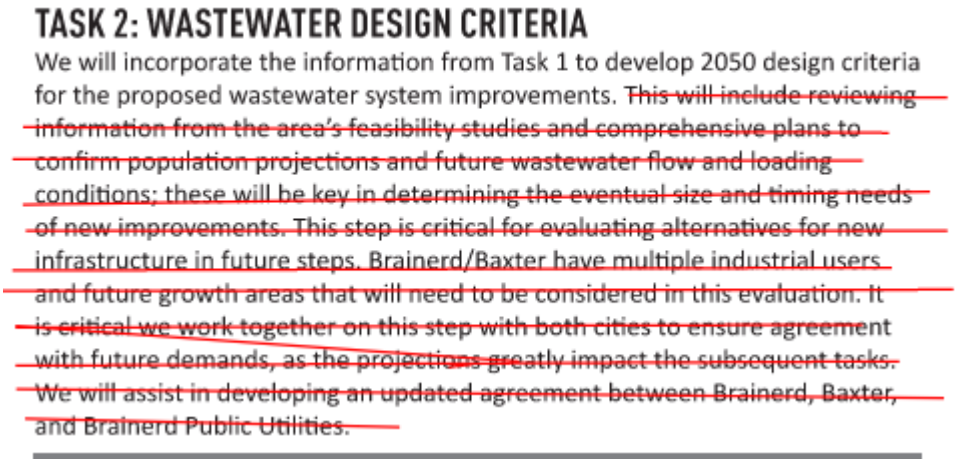
Daniel Loch

From: DLoch@bpu.org
Subject: FW: BPU Facility Plan REVISED Scope and Fee
Attachments: Fee.pdf

From: Morgan Salo <Morgan.Salo@bolton-menk.com>
Sent: Wednesday, April 16, 2025 4:35 PM
To: Daniel Loch <DLoch@bpu.org>; Charlie Gammon <cgammon@bpu.org>; Trent Hawkinson <THawkinson@bpu.org>
Cc: Paul Saffert <Paul.Saffert@bolton-menk.com>
Subject: BPU Facility Plan REVISED Scope and Fee

Danny, Charlie, and Trent,

Attached is our updated fee and revised scope for task 2 based on discussions we've had. Please let me know if you have any questions.



TASK 2: WASTEWATER DESIGN CRITERIA

We will incorporate the information from Task 1 to develop 2050 design criteria for the proposed wastewater system improvements. This will include reviewing information from the area's feasibility studies and comprehensive plans to confirm population projections and future wastewater flow and loading conditions; these will be key in determining the eventual size and timing needs of new improvements. This step is critical for evaluating alternatives for new infrastructure in future steps. Brainerd/Baxter have multiple industrial users and future growth areas that will need to be considered in this evaluation. It is critical we work together on this step with both cities to ensure agreement with future demands, as the projections greatly impact the subsequent tasks. We will assist in developing an updated agreement between Brainerd, Baxter, and Brainerd Public Utilities.

Thank you,

BOLTON & MENK
Real People. Real Solutions.

Morgan Salo, PE (MN)
Water/Wastewater Project Manager | Principal
Bolton & Menk, Inc.

7656 Design Road Suite 200, Baxter, Minnesota, 56425-8676
(218) 297-8384
(218) 839-2303
morgan.salo@bolton-menk.com
www.Bolton-Menk.com

Detailed Cost Estimate

Client: Brainerd Public Utilities Project: Wastewater Treatment Facility Plan		Bolton & Menk, Inc.												
Task No.	Work Task Description	Principal-in-Charge	Project Manager	Project Engineer	Wastewater and Advanced Treatment Expert	Wastewater Expert	Planner	Wastewater Treatment Specialist	PFAS/Biosolids Expert	EIT/Technician	Clerical	Admin/ Coordination	Totals	Costs
1.0	**Gather and Review Background Information**													
1.1	Data Review	8	8	8	8		16		8	8	4		68	$14,680
1.2	Kick off Meeting	8	8	8			8			8			40	$8,504
1.3	System Goal Identification	8	16	24	4				4	24			80	$16,004
1.4	Technical Memorandum Summary of Task 1	2	4	4			20			40	8		78	$14,214
	Subtotal Hours - Task 1	26	36	44	12	0	44	0	12	80	12	0	**266**	$53,402
2.0	**Wastewater Design Criteria**													
2.1	Develop Design Criteria		2	2						6			10	$1,788
	Subtotal Hours - Task 2	0	2	2	0	0	0	0	0	6	0	0	**10**	$1,788
3.0	**Permitting and Future Considerations**													
3.1	MPCA Preliminary Effluent Review (PELR)	10	2	2					20	16			50	$10,728
3.2	Develop Compliance/Variance Strategies	6	4	4									14	$3,210
3.3	Future Permit Considerations								24	4			28	$6,180
3.4	MPCA Coordination and Permit Language Development	8	2						24	4			38	$8,740
3.5	Progress Meeting No. 1	8	5	5					8				26	$5,987
	Subtotal Hours - Task 3	32	13	11	0	0	0	0	76	24	0	0	**156**	$34,845
4.0	**Evaluation of Existing Wastewater Infrastructure (Complete)**													
4.1	Integration of Information into Facility Plan			2		8				8			18	$3,190
4.2	Compare Existing Facility Capability to 2050 Requirements	2	4	4		16			2	16			44	$8,194
	Subtotal Hours - Task 4	2	4	6	0	24	0	0	2	24	0	0	**62**	$11,384
5.0	**Summary of Sanitary Sewer Collection and Conveyance**													
5.1	Review Lift Stations to WWTP			2		4				4			10	$1,790
5.2	Compare Lift Station Capacities to Growth		4	4		4				4			16	$2,996
5.3	Summarize Findings in Technical Memorandum		1	1		4				8			14	$2,459
	Subtotal Hours - Task 5	0	5	7	0	12	0	0	0	16	0	0	**40**	$7,245
6.0	**Evaluation of Wastewater Treatment Alternatives**													
6.1	Review SBRs/Existing Systems	16				16							32	$7,264
6.2	Develop Liquid Phase Treatment Alternatives	8		60	40	60				60			228	$45,132
6.3	Develop Biosolids Phase Treatment Alternatives	4	10	20	40				40	40			154	$33,096
6.4	Overall Evaluation Wastewater Treatment Alternatives	8	8	8	6	4			8	8			50	$10,786
6.5	Develop Capital Cost Opinions		10	4	2	4			2	32			54	$9,814
6.6	Develop Operational and Maintenance Cost Opinions		8	8					4	32			52	$9,392
6.7	Technical Memorandum Summary	2	4	4	2	8			2	16			38	$7,228
	Subtotal Hours - Task 6	38	40	104	90	92	0	0	56	188	0	0	**608**	$122,712
7.0	**Financial Considerations**													
7.1	Consider Funding Strategies	4	4									4	12	$2,652
7.2	Amortization Schedule			8						24			32	$5,520
7.3	Preliminary Rate Impacts	4		8						8		10	30	$5,856
7.4	Coordination with Utility Finance Team	16	16	4									36	$8,348
	Subtotal Hours - Task 7	24	20	20	0	0	0	0	0	32	0	14	**110**	$22,376
8.0	**Project Phasing and Sequencing**													
8.1	Criticality Evaluation	4	8	8	8				4	8			40	$8,564
8.2	Construction Phasing	4			4	4		40	4	8			64	$12,484
8.3	Finance Phasing	4	4							2		16	26	$5,262
8.4	Technical Memorandum Summary		4	4						16			24	$4,236
	Subtotal Hours - Task 8	12	16	12	12	4	0	40	8	34	0	16	**154**	$30,546
9.0	**Draft Report**													
9.1	Draft Report		40	40					20	80	40		220	$38,160
9.2	Graphics			24						16	40		80	$11,720
9.3	Appendix									80			80	$13,200
9.4	Review/QA-QC	8	16	16					8				48	$10,376
	Subtotal Hours - Task 9	8	56	80	0	0	0	0	28	176	80	0	**428**	$73,456
10.0	**Public Engagement**													
10.1	Presentation of Facility Plan	16	16	16					8	40			96	$19,128
	Subtotal Hours - Task 10	16	16	16	0	0	0	0	8	40	0	0	**96**	$19,128
11.0	**Final Report**													
11.1	Final Report									40			40	$6,600
11.2	QA-QC	4	16		16				8				44	$10,292
	Subtotal Hours - Task 11	4	16	0	16	0	0	0	8	40	0	0	**84**	$16,892
12.0	**Submittals and Funding Assistance**													
12.1	Final Report to the MPCA with Funding Application		2	2						4		24	32	$6,018
	Subtotal Hours - Task 12	0	2	2	0	0	0	0	0	4	0	24	**32**	$6,018
	Total Hours	**162**	**226**	**304**	**130**	**132**	**44**	**40**	**198**	**664**	**92**	**54**	**2046**	
	Average Hourly Rate	**$269**	**$204**	**$195**	**$257**	**$185**	**$230**	**$185**	**$230**	**$165**	**$110**	**$190**		
	Subtotal	**$43,578**	**$46,104**	**$59,280**	**$33,410**	**$24,420**	**$10,120**	**$7,400**	**$45,540**	**$109,560**	**$10,120**	**$10,260**		
	Total Fee													**$399,792**

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve Dying to Film Quote - $3,200 Hydro tour video

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 5

SUBMITTED BY: Danny Loch, Finance Manager

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

SUMMARY OF ISSUE: During the 2025 budget process, the Commission set aside $5,000 for promotional materials and videos. The attached quote is presented for approval in the amount of $3,200 for 1, 5-minute hydro dam tour video, and 3, 1-minute promotional or educational videos to supplement the dam tour videos.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the quote from dying to film for hydro tour videos as part of the $5,000 promotional video budget.

FINANCIAL IMPACT: 3,500.00

Brainerd Public Utilities
2025 Dam Content Estimate:

Deliverables:

3-5 min Dam Tour:

This video will give BPU Customers and Brainerd Locals a unique look into one of our many historical sites in Brainerd. Viewers will be shown an inside look at dam operations and will learn about current capabilities and the historical purpose of the dam. The video will present as a virtual tour incorporating Voiceover + B roll.

(3) 30 second – 1 min shorts

These short videos will be based upon different topics associated with the dam.

1 How the dam works
2 Future of the dam
3 Dam facts

On Site:

1 day

$1,000.00 per day

Total On site = $1,000.00

Post Production:

3 days

$800.00 per day

$2,400.00

Music Licensure

$100.00

Travel Cost:

-

Total Post Production = 2,500.00

Grand Total = $3,500.00

Down payment required to commence production = $1,750.00

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve Credit Card Transaction Fee

ACTION REQUESTED: Approve/Deny Motion **ESTIMATED TIME (MIN):** 4

SUBMITTED BY: Danny Loch, Finance Manager **PRESENTER:** Danny Loch, Finance Manager

SUMMARY OF ISSUE: During the implementation of the approved 4.75% transaction fee that was previously approved, staff were notified that Minnesota State Statutes allow up to 5% of a transaction fee. However, Visa and MasterCard will not allow use of their products if you charge over 3% and 4% respectively. For this reason, staff have re-evaluated the discussion that was previously had and are asking for approval to amend the 4.75% previously approved to charging $1.25/transaction and 3%. This allows the utility to pass on the direct charges for Credit Card processing from Tyler Incode and allows the maximum from Visa.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: A second option to consider was to pass all transaction fees and processing fees onto the customer. Tyler informed us that our customers would see multiple transactions if this were set up that way. Staff feel that customers would appreciate only seeing one bill from BPU when utilizing a credit card, and therefore suggested the other option.

RECOMMENDED ACTION/MOTION: Staff recommend amending the previously approved 4.75% transaction percentage fee on credit card payments to $1.25 incode fee and 3% transaction fee to all customers utilizing credit card payments, online and in-person.

FINANCIAL IMPACT:

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

April 29, 2025

Mr. Todd Johnson
Minnesota Department of Health
DWRF Program
P.O. Box 64975
St. Paul, MN 55164-0975

Submitted via email to health.dwrfapplication@state.mn.us

Submitted via email to todd.johnson@state.mn.us

Dear Mr. Johnson,

Please consider this letter and the enclosed City of Brainerd's proposal to replace the existing water plant with a new RO and gravity filtration water treatment plant, two (2) new wells, and addition of a backwash reclamation tank and be placed on the fiscal year 2026 Drinking Water Revolving Fund Project Priority List. A separate application for the replacement of lead and galvanized service lines will also be submitted to MDH. A separate letter requesting placement on the Intended Use Plan will be submitted to the Public Facilities Authority for inclusion on the IUP list.

Project Description:
The proposed project consists of a new water treatment plant (WTP) and two (2) new supply wells. The new WTP will likely be a combination of softening technology (Reverse Osmosis or Lime/Soda Ash softening) and gravity filtration. The project design will also review ion exchange vessels as well as other technologies to meet the goals of the utility. The new facility will consist of aeration, detention, softening, filtration, chemical feed systems, iron and manganese removal, new high service pumps, flow metering/monitoring, new controls and integration, and demolition of the existing facility. It is likely that the existing 2 MG reservoir will be used as the new clearwell/reservoir. The most likely location for the new facility and two new wells is on recently purchased property that is above the Mississippi River flood plain. The goal is to provide redundancy and mitigation against flooding and other disasters. The new treatment plant will be constructed to soften the water and treat for iron and manganese. Additional consideration for future PFAS treatment will be considered during design.

To provide adequate water supply, it is proposed to drill two new wells with this project. Both wells will be drilled next to the proposed WTP on city owned property. Currently, all the wells except 1 are in the flood plain and are lined up approximately 100 – 200 feet apart. The wells are highly vulnerable to contamination and susceptible to surface water influence (as described in the Wellhead Protection Plans Parts I and II). The new wells will provide a sustainable water supply of exceptional quality and move wells out of the flood plain to protect the source water for the city.

In addition, the utility will construct a new backwash reclaim tank. The tank will be 600,000 gallons (two tanks each 300,000 gallons) and have the capacity to hold several backwashes. The proposed backwash reclamation system will allow the facility to operate a pumped backwash using filtered water and then reclaim the backwash waste back through the treatment facility rather than sending it to the seepage

basin. WTP currently backwashes using a combination of wells and a raw water ground storage tank. The tank is above the filters and uses gravity to provide supplemental flow to the beds for backwash in conjunction with the flow provided from the wells. A modulating valve and flow meter is used to maintain a desired backwash rate. There are three treatment processes that must be backwashed: the pyrolusite catalyzers, the coke filters, and the sand filters. The three treatment processes are in series starting with the pyrolusite catalyzers. The new structure will also house the backwash pumps, reclaim pumps, and a new chemical room for disinfection of the reclaim water.

Historically, the city of Brainerd has experienced copper levels exceeding the action level for almost 30 years and the utility has experienced total coliform positives which has led to boil orders for the entire city. In 2024, the city added chlorination and a corrosion inhibitor system to address these concerns. To ensure continued operation and operational flexibility to meet all state and federal water quality standards, a new facility is recommended.

The existing facility is aging is the treatment technology is obsolete. The facility includes infrastructure from 1918, 1932, 1946, and 1964 and has had minor improvements over the year. The existing coke filtration media has not been replaced, and the media is obsolete. The age of the facility along with vulnerable wells (as identified in the WHPP Part II) drives the need to construct a brand new WTP and add 2 new wells for redundancy and for a better water quality. The utility currently discharges the backwash waste to a seepage basin. This creates a significant volume of water that is not recycled. A new backwash reclaim tank is needed to provide a more sustainable solution for treating and handling backwash waters at the treatment plant.

Project Schedule:

<u>New RO/Gravity Filtration WTP</u>

The city's planning and implementation schedule for this project include these elements

1.	Preliminary Engineering/Planning	June 2025 – December 2026
2.	Preparation of Plans and Specifications	January 2027 – January 2028
3.	Advertise for Bids	February – March 2028
4.	Bid and Award Construction Contract	April – May 2028
5.	Construction Period	June 2028 – December 2031

<u>New Wells</u>

The city's planning and implementation schedule for this project include these elements:

1.	Preliminary Engineering/Planning	June 2025 – December 2026
2.	Preparation of Plans and Specifications	January 2027 – January 2028
3.	Advertise for Bids	February – March 2028
4.	Bid and Award Construction Contract	April – May 2028
5.	Construction Period	June 2028 – December 2031

<u>New Backwash Reclaim Tank</u>

The city's planning and implementation schedule for this project include these elements:

1.	Preliminary Engineering/Planning	June – September 2025
2.	Preparation of Plans and Specifications	September 2025 – March 2026
3.	Advertise for Bids	March – May 2026
4.	Bid and Award Construction Contract	June – July 2026
5.	Construction Period	August 2026 – December 2028

Project Cost Estimate:

- The estimated WTP project cost is $85,800,000.
- The estimated Well Construction project cost is $11,200,000.
- The estimated Backwash Reclaim construction project cost is $13,300,000.

Approximate Monthly Distribution Schedule for WTP

Month/Year	**Amount**
July 2027 – December 2030	$2,681,250/month

Approximate Monthly Distribution Schedule for Wells

Month/Year	**Amount**
July 2027 – December 2030	$350,000/month

Approximate Monthly Distribution Schedule for Backwash Reclaim Tank

Month/Year	**Amount**
August 2026 – December 2028	$475,000/month

We look forward to working with the Department of Health and Public Facilities Authority on this very important water project for the City of Brainerd.

If you have any questions please contact our engineer, Morgan Salo, P.E., at Bolton & Menk, Inc. at 218-839-2303 or via email at morgan.salo@bolton-menk.com.

Thank you for your consideration.

Sincerely,

Mike Angland
Brainerd Public Utilities Commission President

Enclosures:

cc: Mary Jane Schultz, PFA Loan Officer
Morgan Salo, BMI Project Engineer

Drinking Water Revolving Fund Application

Project Priority List

Project Owner

Brainerd Public Utilities
City of Brainerd

Project Name

New RO/Gravity Filtration Water Treatment Plant (softening)
New Wells (2)
Backwash Reclamation Tank

Contacts

City Representative
Charlie Gammon
Water/Wastewater Manager
City of Brainerd
8027 Highland Scenic Road
Brainerd, MN 56401
Phone: 218-825-3237
cgammon@bpu.org

Proposal Writer
Morgan Salo, P.E.
Bolton & Menk, Inc.
7656 Design Road
Baxter, MN 56425
Phone: 218-839-2303
morgan.salo@bolton-menk.com

Community Statistics & Population

Brainerd is located in Crow Wing County, Minnesota.

Data obtained from US Census Bureau, American Community Survey 2023 5-Year Estimates

Current Population: 14,395 (2019-2023 ACS 5-Year Est.)
Current Households: 6,327 (2019-2023 ACS 5-Year Est.)
Median Household Income: $53,705 (2019-2023 ACS 5-Year Est.)

Projected 2045 Population: 15,700

System Description

General

The City of Brainerd's public water system consists of 6 municipal groundwater wells, a water treatment facility, 3 elevated storage tanks, and a distribution system that serves the majority of developed properties within the corporate city limits. All service connections are metered. The city has an average daily demand of 1.75 MGD with a maximum daily demand of approximately 3.81 MGD during summer months. The water system is operated and maintained by Brainerd Public Utilities (BPU).

Supply

The city currently has 6 supply wells, Wells No. 3-8. A summary of the wells is shown below as well as influent concentrations for important influent parameters. Existing daily demand is 1.75 MGD or 1,215 gpm, with peak demands around 3.8 MGD or 2,640 gpm in summer months. The firm capacity of the wells is 7.48 MGD which is the capacity of the wells with the largest well out of service. BPU also sells water to the City of Baxter in times of high demand for Baxter (i.e. summer months). The wells still have adequate capacity when providing Baxter with water.

Well Information

Groundwater Well	MN Unique Well #	Constructed	Depth	Capacity
#3	232347	1938	121 ft	1,000 gpm
#4	232348	1944	120 ft	900 gpm
#5	232349	1947	150 ft	1,000 gpm
#6	232350	1947	145 ft	1,200 gpm
#7	232352	1955	150 ft	2,300 gpm
#8	403973	1983	187 ft	1,100 gpm

Well	Iron (mg/L)	Manganese (mg/L)	TOC (mg/L)
#3	1.50	1.10	2.99
#4	0.84	0.81	2.56
#5	2.70	0.66	2.68
#6	0.84	0.75	2.04
#7	2.60	0.07	6.67
#8	<0.01	0.05	1.07

Treatment

The existing pump house at the water treatment facility was built in 1918 and houses high service pumps and the electrical and controls room. In 1932, the filtration building was constructed for iron and manganese removal. In 1946, a second filter train was added to the plant. In 1964, another addition was added to the plant with filter trains 3 and 4 and a backwash supply ground storage tank.

The water treatment plant now has 4 treatment trains, each consisting of oxidation via pyrolusite catalyst bed, two aerated coke filters, and two tertiary gravity sand filters. The pyrolusite media is clogged, and coke and sand filter media have not been replaced in over 20 years which all reduces treatment efficiency. The design peak flow for the plant is 7.3 MGD, but based on plant condition, the current attainable peak flow is approximately 3.0 MGD. Water is stored in a 2 MG clearwell and then pumped to the distribution system with high service pumps.

Chemical feed consists of fluoride to meet MDH regulations and caustic soda to raise the pH to provide corrosion protection in the system. Both fluoride and caustic soda are fed in the pump house prior to flow entering the distribution system. BPU began chlorinating the water supply in 2023 following a total coliform outbreak and as recommended by MDH for reducing contaminants. Corrosion inhibitors have not historically been used as the caustic soda is intended to provide corrosion protection. Recent studies have indicated that the pH is not being raised enough to provide proper chemistry to meet corrosion treatment goals using caustic alone. Thus, in 2024, the utility started feeding a phosphate-based corrosion inhibitor to stabilize the water and prevent copper corrosion.

Storage

Water is first stored in a 2 MG concrete water reservoir at the facility and is then pumped to the elevated storage tank by four high service pumps. The elevated storage tanks store 2.5 MG. The distribution system is broken into two pressure zones, high-pressure and low-pressure. The water tank and elevated storage tank provide adequate capacity for current demands.

Distribution

The City of Brainerd is served by approximately 107 miles of watermain ranging in size from 4” to 16” watermains. The city continues to make improvements to the watermains in conjunction with street projects. A separate letter requesting placement on the PPL application for service lines and service laterals will be submitted to MDH for placement on the LSL PPL.

Need for Improvements

Water Treatment Facility Needs

Extensive rehabilitation of the water treatment plant is needed to get the building up to code, get the plant operating at the designed capacity, and effectively treat water. The plant has many building code deficiencies that need to be addressed to make the plant safe for its operators. Given the age of the plant, there’s likely asbestos throughout the buildings. Chlorine is stored onsite and in 2024 the utility installed a chlorine gas feed shelter to separate the chlorine from other chemicals. Fluoride and caustic soda are currently stored in the same room which is not allowed by the MDH.

The pyrolusite media is plugged and does not allow for normal operation but cannot be bypassed which means water must be delivered to the top of the pyrolusite beds causing splashing and resulting in uneven flow distribution to the coke filters. Splashing from the open

tanks puts staff at an increased risk for radon exposure. Open filter beds also pose risk of contamination in various areas of the treatment process. The filters that are covered have passive ventilation systems which are not adequate for containment of radon gas or humidity. Constricted pipes throughout the facility combined with clogged media greatly reduce plant capacity.

There is no dehumidification system in the portion of the plant constructed in 1964 which results in significant condensation on pipes leading to premature aging and failure of paint, insulation, and equipment. The water/glycol heating system has piping that extends over filtration beds posing an increased risk for contamination from leaks or breaks in the pipe. There are several other mechanical issues that don't meet code and are potential hazards to plant operation and for the plant staff.

Much of the electrical and controls equipment throughout the plant is obsolete, and the plant requires manual operation. Due to the manual operation and issues associated with the aging facility, the plant requires 3-shift, 24-hour-a-day operation. However, recent controls have allowed staff to be present at the plant 8 hours per day. The controls do provide for partial automatic operation, but backwashing is still a manual process that occurs once a month for each filter train.

Well Needs:

The existing wellhouses have no air conditioning and often exceed the VFDs' operating temperature ranges causing equipment failure. When the pumps are stressed during events like high flow demand or drought, the electrical demand exceeds capacity which causes the well pumps to trip off requiring operators to continuously monitor the pumps to ensure flow to the facility and causing supply issues during times of high demand. It was also found that the well water chemistry was contributing to excessive copper levels found in the distribution system.

All of the wells, except for well 8, are in the Mississippi River floodplain and are highly vulnerable to flooding and contamination. Recent tests have indicated that detectable levels of PFOA and PFOS have been found in some of the wells. The wells are all located in a line along the river and an adjacent wetland. The well log reports and information from the Wellhead Protection Plan parts I and II indicate that the aquifers are highly vulnerable to contamination and surface water influence. There are no confining layers in the upper levels of the aquifer and the water age is relatively new in the aquifer (found due to the presence of Tridium in water supplies). It is recommended to drill two new wells to provide additional firm capacity out of the flood plain and in a different aquifer. This will ensure continued water supply if the current wells are contaminated, or the aquifer becomes unusable.

The average estimated system losses from 2020-2023 are 15.6% which exceeds the 10% threshold set by AWWA. This discrepancy is likely due to the missing and uncalibrated flow meters on the wells along with aging infrastructure in the city's distribution system. Watermains need to be replaced. New mixers are also needed for the tower to prevent freezing.

Backwash Reclaim Needs:

The current backwash tank that is used for backwashing of all filters is a ground storage tank which is fed by raw water and provides a declining-rate backwash due to the hydraulics of the tank. In combination with the wells, the tank provides backwash water for the pyrolusite catalyzers, coke filters, and sand filters. The pyrolusite beds have no true backwash or backwash drain. To clean the media, influent water is fed at a high rate in short-burst intervals and the dirty water flows directly to the coke filters which must be backwashed simultaneously with the pyrolusite bed, or the coke filters will clog. Two of the four trains have simultaneous air and water backwash while the other two utilize water only. The utility currently uses 350,000-500,000 gallons to backwash one treatment train which is about three times the volume used to backwash a modern filter. All of the backwash waste currently drains to a seepage basin/wetland. The utility is currently working on a project to add a backwash reclaim tank to reclaim water and dispose of backwash waste sludge to the sanitary system.

Alternatives

Treatment

The following alternatives were evaluated for the existing treatment plant and proposed new plant:

#1 – Do Nothing
The city will eventually need to make the proposed improvements. A condition assessment was completed in 2024 and indicated that the facility is past its useful life and improvements are recommended. Delaying the needed work will result in failure of the facility to meet high demand and produce efficiently treated water. Many components of the existing treatment plant are inoperable or failing. The system must be modified due to copper levels significantly above the EPA action level which were discovered through routine monitoring. Components of the treatment process and building code issues are dangerous to BPU staff.

#2 – Rehabilitation of the Existing Water Treatment Facility
Under this alternative, the existing water treatment will be rehabilitated. This would involve addressing numerous code compliance issues throughout the facility which would require significant redesign and overhaul to the existing buildings. Asbestos abatement would also be very invasive and would require significant modifications and rehabilitation to the structures. There would also need to be a building expansion for a chlorine room for appropriate chemical storage. The pyrolusite media and coke media are becoming obsolete which makes them increasingly harder to find and more expensive. In the coming years, these media will likely become completely unavailable. Extensive piping modifications, facility painting, insulation and equipment replacements, electrical and controls upgrades, and a new backwash tank and system would be necessary as part of a rehabilitation.

Rehabilitation of the existing facility has been determined to be economically and practically unfeasible, so it is not further developed as a possible alternative.

#3 – New Reverse Osmosis Softening Water Treatment Facility
This option includes building a new reverse osmosis (RO) softening and gravity filtration blending facility. A full RO softening and gravity blending facility would require additional land and has high capital and operations costs to treat the city's maximum daily demand. The utility has recently purchased new land a couple of blocks away from the existing facility which could serve as a new WTP site. A new RO treatment facility would replace the existing treatment facility. This option would soften water for the community. The treatment processes would include gravity filtration for iron and manganese removal and RO skids for softening. The RO membranes will also remove other metals and dissolved solids from the water. The water that does not pass through the membrane is the reject water. The reject water typically has higher concentrations of metals, salts, and other contaminants which can be sent to the wastewater treatment facility.

Additional chemical feed systems are required for membrane cleaning and backwashing in addition to the phosphate and disinfection chemicals required. The difference in operational costs between RO and other softening solutions is that RO requires additional pumps and equipment and uses more energy to treat water. The higher capital and operations expenses of a new RO facility would be able to provide water with lower copper corrosion potential and is potentially necessary for tertiary PFAS treatment.

#4 – New Lime and Soda Ash Softening Water Treatment Facility
This option would be to construct a new lime and soda ash softening facility to replace the existing water treatment facility. The new facility would include lime and soda addition for softening and gravity filtration for iron and manganese removal. Lime and soda ash softening is a proven technology which can reduce the hardness to create a centralized soft water treatment system. The advantages are customers in the system would be able to reduce salt usage for in-home water softeners, reduction in chlorides discharged from the wastewater treatment facility, improved treatment efficiency for iron and manganese removal, and lower energy used to treat water. A new lime softening facility utilizes carbon dioxide to adjust the pH of the water to a stable chemistry for lower possibility of corrosion. Phosphate addition is included to further prevent the water from corroding metals in the distribution system.

Source Evaluation Options

The following alternatives were evaluated for the wells:

#1 – Continue City's Standard Practice
The system must be modified due to copper levels significantly above the EPA action level which were discovered through routine monitoring. Studies revealed that existing water chemistry is causing copper corrosion in the city's distribution system. With the addition of a corrosion inhibitor, the utility has been in compliance for copper concentration since fall 2024. However, the water quality in the existing wells creates problems for a balanced chemistry. High levels of TOC in the wells creates an increased risk for DBP formation. All of the wells, except well 8, are in the flood plain of the river and are all about 100 feet apart. The WHPP Part I and Part II have identified that the wells are vulnerable to contamination. There is also evidence to support the fact that the wells are vulnerable to surface water influence from the

river. Maintaining the current operation does not allow for protection of the current well heads and increases the risk of well contamination.

#2 – Revise Well Matrix

This option would involve modifying the well matrix to blend the water from specific wells at specific flow rates to balance the chemistry more effectively. The four wells that have been found to have low CCPP (calcium carbonate precipitation potential) and two that have negative LSI (Langelier Saturation Index) need to be blended with the two remaining wells to increase the CCPP and LSI to a level where calcium precipitation is possible. This option would require constant water quality monitoring, multiple chemical feed points, and would have relatively low reliability in reducing the copper corrosion potential of treated water. However, to meet peak demands the utility will have to pump specific wells with poor water quality. This can cause an imbalance in water quality leading to quality control issues along with taste and odor complaints.

#3 – Drill New Wells and Blend with Existing Wells

The third option is to drill two new wells in a new area where the raw water quality has less corrosion potential and a stable aquifer has been identified. The two proposed wells would be in the new property that has been purchased by the utility. The wells would need high enough capacities to allow the blending of the new well water with existing wells. This option also includes new wellhouses complete with security fence, electrical and SCADA controls, HVAC, and other ancillary components for a fully functional well house.

Backwash Reclamation Options

The following alternatives were evaluated for the backwash reclamation treatment:

#1 – Continue City's Standard Practice (Do Nothing)

This alternative includes maintaining the existing operation. The WTP currently wastes backwash water to a seepage basin onsite. The WTP also currently backwashes using a ground storage tank fed by raw water which provides a declining rate backwash with un-filtered (raw) water. The declining rate is due to the hydraulics of the ground storage tank. Over 40 million gallons of water is discharged to the seepage basin per year of which none of that water is reclaimed. Discharging to the nearby wetland also increases the risk of contamination to the existing aquifer and groundwater supply. Maintaining the current operation does not achieve the goals and objectives of BPU for sustainability, water conservation, and enhanced treatment of the drinking water supply. It is not recommended to maintain the current operation.

#2 – Construct a new 600,000-gallon backwash reclaim tank

The second option evaluated is to construct a new 600,000 gallon reclaim tank. The tank will be constructed in two 300,000-gallon sides to allow for operational flexibility. Ultimately, depending on the future treatment technology selected for design and the timeline for constructing a new treatment facility, the final volume of reclaim tank will be determined in conjunction with the selected treatment alternative. The proposed tank will be located next to the existing 2 MG clearwell and will consist of a water bearing tank, pump room, mechanical room, and new chemical room. The chemical room will house a disinfectant to disinfect the

reclaim water. New backwash pumps are proposed to pump water from the clearwell to backwash the filters.

New reclaim pumps will be housed in the pump room and will recycle water back to the head of the treatment facility to be blended with raw water. A backwash waste pump in each side of the tank will pump the solids and excess water to the sanitary sewer system. The process will be controlled automatically with a PLC and will be connected to the treatment facility with fiber optic cable.

Alternative Selected

New Reverse Osmosis Softening and Gravity Filtration Water Treatment Facility – Alterative 3

Rehabilitation of the existing facility was determined to be infeasible, so a new water treatment facility is the best option. A new RO softening plant with gravity filtration was selected as the best option for its reliability in decreasing the copper corrosion potential and the treatment capability for tertiary PFAS removal to meet anticipated future requirements. This project would also include modifications to existing well houses to better monitor flow and keep pumps and VFDs from tripping off or failing during operation.

Drill New Wells and Blend with Existing Wells – Alterative 3

Drilling two new wells will provide blended water quality that reduces the possibility of copper corrosion and provides redundancy in supply wells. It also allows for wells to be constructed outside of the flood plain and away from the other well heads. It also requires significantly less monitoring than the other options. The new wells will be constructed with new wellhouses completed with HVAC and electrical controls to allow for control of the wells with SCADA.

Construct New Backwash Reclamation System – Alterative 2

Constructing a new backwash reclaim tank and pumping system will provide operator flexibility and allow the utility to backwash the filters at optimum backwashing rates. It also eliminates the need of the seepage basin and allow the utility to recycle and re-treat backwash waste water rather than discharging all of it to the seepage basin. This project will also provide redundancy for backwashing and backwash storage to meet MDH treatment requirements. It also reduces the risk for well contamination from the seepage basin since the basin would be eliminated under this alternative.

Cost Summary

The cost opinions for the three proposed projects are presented in the tables below.

New RO/Gravity Filtration Water Treatment Facility - $85,800,000

Opinion of Capital Cost - Water Treatment Facility		
Item No.	**Item Description**	**Cost**
1	Mobilization, Bonds, & Insurance	$2,115,000
2	Aerator and Blower	$480,000
3	Gravity Filter, Media, and Blower	$1,295,000
4	RO Skids and Pumps	$3,175,000
5	New High Service Pumps	$395,000
6	New Backwash Pumps	$165,000
7	Painting and Coatings	$750,000
8	Chemical Feed Equipment	$350,000
9	HVAC and Plumbing	$3,500,000
10	New Building and WTP	$16,290,000
11	Paving, Sidewalks, Roads	$750,000
12	Site Utilities and Site Piping	$3,850,000
13	Site Work, Excavation, Backfill, and Landscaping	$8,100,000
14	Process Piping, Valves, Fittings	$5,000,000
15	Instrumentation, Electrical, & Controls	$8,820,000
	Construction Cost Estimate	$55,000,000
	Contingencies (30%)	$16,500,000
	Construction Subtotal	$71,500,000
	Administration, Engineering and Legal (20%)	$14,300,000
	Total Project Cost	**$85,800,000**

New Wells (2) - $11,200,000

Opinion of Capital Cost - Construct New Wells

Item No.	Item Description	Cost
1	Mobilization, Bonds, & Insurance	$515,000
2	Site Work and security	$250,000
3	Site Utilities and Site Piping	$350,000
4	Two New Well House (masonry construction)	$2,020,000
5	Two new well pumps (vertical turbine)	$500,000
6	Two new wells (drilled)	$1,030,000
7	Painting	$100,000
8	HVAC and Plumbing	$250,000
9	Process Piping, Valves, Fittings	$650,000
10	Instrumentation, Electrical, & Controls	$2,000,000
	Construction Cost Estimate	$7,700,000
	Contingencies (20%)	$1,550,000
	Construction Subtotal	$9,300,000
	Administration, Engineering and Legal (20%)	$1,900,000
	Total Project Cost	**$11,200,000**

New Backwash Reclaim Tank: $13,300,000

Opinion of Capital Cost - Construct New Backwash Reclaim System		
Item No.	**Item Description**	**Cost**
1	General Conditions/Mobilization	$955,000
2	Reclaim Tank (with decorative stamping)	$2,650,000
3	Excavation/Earthwork for Tank Construction	$650,000
4	Backwash Supply Pumps - High Rate	$390,000
5	Reclaim Pumps	$100,000
6	New Manholes	$50,000
7	Backwash Waste Pumps	$75,000
8	Building for Pumps	$625,000
9	Site Work and Yard Piping	$1,900,000
10	Piping and Valves	$1,000,000
11	Plumbing/HVAC	$270,000
12	Electrical, Instrumentation, and Control	$1,820,000
	Construction Cost Estimate	$10,500,000
	Contingencies (5%)	$550,000
	Construction Subtotal	$11,100,000
	Administration, Engineering and Legal (20%)	$2,200,000
	Total Project Cost	**$13,300,000**

Project Schedule

New RO/Gravity Filtration WTP

The city's planning and implementation schedule for this project include these elements

1. Preliminary Engineering — June – December 2026
2. Preparation of Plans and Specifications — January 2027 – January 2028
3. Advertise for Bids — February – March 2028
4. Bid and Award Construction Contract — April – May 2028
5. Construction Period — June 2028 – December 2031

New Wells

The city's planning and implementation schedule for this project include these elements:

1. Preliminary Engineering — June – December 2026
2. Preparation of Plans and Specifications — January 2027 – January 2028
3. Advertise for Bids — February – March 2028
4. Bid and Award Construction Contract — April – May 2028

5.	Construction Period	June 2028 – December 2031

New Backwash Reclaim Tank

The city's planning and implementation schedule for this project include these elements:

1.	Preliminary Engineering	June – September 2025
2.	Preparation of Plans and Specifications	September 2025 – March 2026
3.	Advertise for Bids	March – May 2026
4.	Bid and Award Construction Contract	June – July 2026
5.	Construction Period	August 2026 – December 2028

Water Supply Plan

In 1993, the State of Minnesota passed legislation that required every public water supplier serving more than 1,000 people to submit a Water Emergency and Conservation Plan, also known as a Water Supply Plan. Water Supply Plans require updates every 10 years. Brainerd's most recent water supply plan was submitted to the DNR in 2017.

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Approve Budget Amendment - Evergreen Liftstation Pumps

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager, Charlie Gammon, WWTP Supervisor

SUMMARY OF ISSUE: In review of our capital budgeting plan, we have designated, over the next three years, $100,000 each year to replace the submersible pumps at the evergreen liftstation. Two quotes were received for the submersible pumps and are attached for your review. Quality Flow Systems pump costs $58,250 per pump and has a 7-year warranty. Electric Pump quoted a Flygt pump at $81,980 with a 5-year warranty. Quality Flow, the lowest quote, offered a 10% discount if more than one pump was purchased, we need 3.

Additionally, Rice Lake obtained quotes for the replacement and improvement of the evergreen liftstation valve and gate valve replacements, the quote is attached. One quote was to not exceed $102,867 for Pratt Equipment and the second, DeZurik for $78,452.

Lowest Cost to install and procure 3 pumps in 2025: $235,727. A savings of $64,273 over the three-year budget.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Staff feel we are able to cashflow the changes through current year's operations.

RECOMMENDED ACTION/MOTION: Staff recommendation coming out of committee is to amend the 2025 budget, and move forward with the lowest quotes from Quality Flow for the pumps and DeZurik equipment for gate valve and check valve replacement, increasing the capital budget for 2025 in the amount of $135,727, and reducing the budgets in 2026 and 2027 by $100,000, respectively.

FINANCIAL IMPACT: An increase of $135,727 in 2025 and a reduction of $100,000 in 2026 and 2027 for a savings of $64,273 over 3 years.

RICE LAKE
A WRG COMPANY

22360 County Road 12
PO Box 517
Deerwood, MN 56444
218-546-5519
ricelake.org

DEERWOOD | MONTICELLO

March 14th, 2025

Charlie Gammon

Brainerd Public Utilities

8207 Highland Scenic Drive

Baxter, MN 56425

RE: Evergreen Lift Station- Force Main Valve and Check Valve Replacements

Mr. Charlie Gammon,

Rice Lake Construction has put together pricing to remove and replace on the force main at Evergreen the Knife Gate Valves with Plug Valves, and the Check Valves with Air Cushion Weighted Handle Check Valves, including new Galvanized Pipe Supports and all Stainless-Steel Hardware. We will also remove the obsolete 12" X 4" Tees and Drill and Tap Valved Air Inlets in the piping.

We have (2) different price options depending on Mfgr of your preference.

For Pratt equipment the firm lump sum cost would be $102,867.00

For DeZurik equipment the firm lump sum cost would be $78,452.00

Any questions or concerns please reach out to me directly.

Mark Montgomery

Rice Lake Construction Group.

ELECTRIC PUMP

4280 E. 14th St.
Des Moines, IA 50313
Office: 515-265-2222
Toll Free: 800-383-7867
Fax: 515-265-8079

201 4th Ave SW
New Prague, MN 56071
Office: 952-758-6600
Toll Free: 800-536-5394
Fax: 952-758-7778

TO: Brainerd Public Utilities / Charlie Gammon

REF: Evergreen Lift Station Pump Replacement

DATE: March 7, 2025

Electric Pump is pleased to submit this budgetary proposal for the following equipment:

Submersible Pump

Based on a design of 3100gpm @ 68' TDH

One (1) Flygt NP3301-636MT submersible pump. Pump to be furnished with the following:

- 70hp, 460V, 3phase, 60Hz
- Hard Iron Impeller
- 50' Power cable

One (1) Lot of freight and startup services included

Total Budgetary Price: $81,980.00 plus tax

Note the following:

- Controls, Concrete, Guide Rail, Cranes, Hoists, Anchor bolts, Junction Box, Reducers, Valves, Piping, Conduit, and anything that's not specifically mentioned in this proposal are the responsibility of others

Thank you for your consideration,

Adam Thoreson (612) 803-2154
cc: Justin Kirby (515) 265-2222

800 6th Street
New Prague, MN 56071 USA
Tel: (952) 758-9445
Cell: (651) 434-5878

Quotation

Company Name:	City of Brainerd, MN	**Prepared By:**	Matt Yorks
Contact:	Charlie Gammon (218) 330-8485	**Quotation Date:** **Lead Time:**	3/14/2025 12-14 weeks

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

Evergreen LS Replacement Pump Estimate:

To Include,

Item	Description:	Qty
1	**KSB KRT K200-402/556XEG Heavy Duty Submersible Pump** - Direct Replacement of Existing Flygt Pumps (heads/flows) - 74hp, 1180rpm, Inverter Duty Rated, 460/3 Explosion Proof Motor - K-max Impeller - Double Mechanical Seals - Lifting Handle - 50' Power Cord - Overtemp/Seal Fail Sensors Built into Pump - 7 Year Warranty	1
2	**New Flygt Guide Claw**	1
3	**Installation, Startup and Training**	3
4	**Freight to Jobsite**	1
	Total Installed Selling Price: $58,250.00	

Notes:
If the city were to purchase (3) new KSB pumps QFS would offer a 10% discount on the total selling price of (3) units.
Cost of (3) pumps before discount- $174,750.00
Cost of (3) pumps after discount- $157,275.00. Price per pump- $52,425.00

Terms:
Quotation is valid for 30 days. Based upon Quality Flow Systems standard terms and conditions of sale; copy provided upon request.

If you have any other questions or concerns please give me a call.

Thanks for the opportunity,
Matt Yorks
(651) 434-5878
Matt@qfsi.net

Brainerd Public Utilities
BPU Commission Unfinished Business
April 29, 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.
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 has stalled at this time. See additional direction requested in attached agenda request (4/24/2025).

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 have 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, no additional action has been noted since 3/18/2025.

E. Lead Service Line (LSL) Inventory Assessment (9/26/23)
Work continues on 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. Staff presented the project priority list application ratification in the consent calendar for the meeting.

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 is presenting a 6-month extension at the April 29th meeting.

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 the last meeting and staff are continuing to review the potential lease, met with the Finance/Operations committee 2/14/25, and staff continues work on the draft of the lease. The lease agreement has been provided to Attorney Langel for review 03/04/2025. Staff are working with Attorney Langel, and KLM Engineering on verbiage for a contract/lease agreement. Additionally, staff are working on securing easement from the State of Mn for access allowing ClimaVision a location for their equipment as suggested by Langel (4/16/2025).

J. Strategic Planning (04/24/2025)
Director Evans began and presented a strategic planning session and documentation. During the integration conversations the strategic planning was paused in order to align all City departments under one plan.

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: April 29, 2025

TITLE OF ITEM: Direction Requested on Hydro Generation Project Funding

ACTION REQUESTED: Direction Requested

ESTIMATED TIME (MIN): 8

SUBMITTED BY: Danny Loch, Finance Manager

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

SUMMARY OF ISSUE: Marty Siefert provided an update on the hydro generator upgrades and funding noting, " Our item was laid over and could be considered in Conference Committee potentially, but looks like they shelved all the spending bills, at least temporarily in the Energy area on the House side. The House and Senate will have to decide if they want to spend money at all, whether through RDA or General Fund once they pass the initial bills after Easter." As the session was closed through Monday's Easter break additional information is not available at this time. It is staff's understanding that funds are not available in the near term and staff would like direction moving forward with the project. The latest Commission action was to move forward with procuring two generators. As the grant funding for this project appears no longer applicable, staff see three avenues forward. Move forward with a phased, and scaled down project and pursue debt for the generation which would require City Council approval, halt the project completely, or pause and wait on future funding decisions.

Note, there are infrastructure needs that need attending to sooner than funding is available. Primary infrastructure need is repair of the roof.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: See attachments of the Barr estimated costs for consideration.

RECOMMENDED ACTION/MOTION: Direction requested on the future of the hydro dam generation project.

FINANCIAL IMPACT:

Memorandum

To: Trent Hawkinson, Brainerd Public Utilities
From: Bill Forsmark, Brigham Erickson, Paul Kaeding, Ryan Olds, Tyler Fincher, and Zach Nesler
Subject: Phase III Generation Capacity Alternative Review
Date: April 24, 2025
Project: Brainerd Hydroelectric Project Powerhouse Generation Upgrades (23/18-1016.08)

DRAFT

Barr Engineering Co. (Barr) is currently evaluating the feasibility of increasing generation capacity at the Brainerd Hydroelectric Project for Brainerd Public Utilities (BPU). This evaluation is being completed in a phased approach. This memo summarizes the third phase, selected by BPU due to funding limitations. This memo is to define the scope of the third phase alternative with the potential to begin procurement of generation equipment in 2025. Further information is needed from manufactures and installers before a budgetary estimate can be obtained. The previous phase reviewed potential options to address long-term facility needs, development of preliminary layouts for the various options and add-ons, and a high-level cost estimate of those options and add-ons. The intent of this phase of the work and this summary is to provide BPU with the information needed to determine the most appropriate approach for the utility and facility long-term needs. It is anticipated that the next phase of this work will include development of detailed design drawings and long lead equipment specifications suitable for procurement and construction bidding. The scope of the next phase would be defined based on based on the option and potential add-ons selected by BPU.

1 Purpose

The intent of this evaluation is to further develop design options to utilize the existing Bay 6 at Brainerd's Hydro Facility for hydroelectric power generation. Maximizing the potential power production while utilizing the existing infrastructure for a reasonable cost is the primary objective of the design options.

The design development for this project phase also considered long-term facility needs based on dialog with BPU staff. Portions of existing infrastructure within the hydro facility will require near-term maintenance or replacement. While considering integration of design for a new turbine unit, options were included to address the following facility needs:

- Aging turbine-generator units. Barr and BPU have identified units in the existing powerhouse that will require major maintenance or replacement. Design options were included to accommodate additional unit replacement.

- Generator room roof replacement. The generator room roof will require repairs to fix the aging roof system. The Phase III design does not include the building modifications necessary to address the aging roof.

- Unit automation. Turbine unit automation has been an objective for BPU since the facility was acquired 10 years ago. The Phase III design includes an additional unit that is set up for automation when integrated with the facility SCADA system and can include future plans for more comprehensive automation within the facility.

2 Design Options Evaluation

The Phase III work includes an alternative design option based on the direction provided by BPU as a means to move forward with procuring the necessary generation equipment while additional funding sources are being pursued. The description of the design alternative and the related requirements are outlined below.

Option 1A: Flygt Turbine/Generator

Option 1 consists of a packaged turbine/generator unit to be placed in the existing flume (Bay 6). The packaged generator would be mounted to the turbine unit with a gearbox and is completely submersible. Barr has been working with the equipment manufacturer to develop preliminary turbine performance specifications and size an appropriate unit. The maximum recommended size that was selected for this application was a 690-kW unit, with an estimated average output of approximately 500 kW during average flow and head periods.

This type of unit is intended to be a packaged piece of equipment (approximately 12 tons) that is installed as an assembly after any facility modifications are completed, requiring few interface connections and little alignment work. The majority of the testing, setup, connections, and alignment would be completed at the factory as part of the assembly process. The equipment requires monitoring via an included turbine module to identify any operating concerns but requires little other maintenance. Any major maintenance or repair work would typically be done offsite at the manufacturer's facility in Wisconsin after disconnecting and removing the assembled unit with a crane. The manufacturer recommends bearing replacement after approximately 100,000 hours, but the need for that service will likely depend on the overall usage. A more significant overhaul may be expected after 25 years of service.

This type of unit does not include any wicket gates or any other means to shut off water flow completely. The turbine blades can be angled sufficiently to limit flow through the turbine and limit speed to prevent an overspeed condition in the event the generator trips offline. The manufacturer offers an optional cylinder gate to shut off flow to the unit, but that would likely protrude above the deck, potentially reducing access to the rest of the deck. Bay 6 has an existing headgate, and based on BPU staff experience, the existing headgate was designed to cut off flow to the previously installed Amjet turbine. This will need to be verified during detailed design but is assumed sufficient to isolate the unit and allow dewatering in the event the unit needs to be stopped completely.

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This option requires various structural modifications. First, the forebay deck will require partial or complete removal to provide a sufficient opening for installation. A replacement deck with metal grating is included in the design. A non-shrink grout fill will be required for the space between the existing turbine opening and the Flygt draft tube. This grout would terminate at the upstream vertical face of the tailrace. Flygt calls for the draft tube to extend further into the downstream tailwater requiring ancillary steel support.

Electrical improvements include new 480-volt generator switchgear that operates in conjunction with a new turbine control panel. The switchgear includes generator protection. The turbine control panel functions will include pond level measurement and display. The panel components include a programmable logic controller to operate the existing gate operator, the turbine control vanes, and the switchgear. The panel will start and stop the turbine-generator and control the switchgear and peripherals. The panel will include the turbine-generator provided control module so the turbine control panel can monitor operation of the turbine and generator. It is expected that the hydro-generator can connect to the new switchgear, then to the existing plant power distribution system, and will export power via the existing transformer.

Phase II work includes major design components associated with this option. The primary design components expected to be required for operation and maintenance are included as the Option 1A. General arrangement (GA) drawings for this design option are included in Attachment A. The primary design components for Option 1 Base Case consist of the following:

- New Flygt submersible turbine/generator
- 480 volt generator switchgear with programmable logic controller (PLC) control panel
- Prefabricated elbow-style metal draft tube and associated structural modifications

The expected power generation was not updated since the Phase II study which included manufacturer-provided specifications for each turbine unit. The total power generation was calculated by summing the incremental generation for the associated discharge and duration increments and the associated head for each discharge increment. Flows below the minimum generation curve for each unit would not generate any energy. For convenience, the flow duration was broken down into 2% increments. Each increment was assigned an effective head based on headwater and tailwater associated with that flow band. The total annual power was computed by adding the incremental power for each 2% flow band. The analysis was made based on the following specific assumptions:

- Average unit efficiency of 65% was used for existing turbine/generators
- Minimum of 14 feet of head required to operate existing units at full capacity
- Existing units can pass approximately 500 cfs of water at nominal head pressures
- The present condition estimated annual generation was reduced slightly from Phase 1 to account for the reduced operating capacity of Unit 4 (limited to roughly 80% capacity)

The expected power generation and cost summary for Option 1A are included in Table 1.

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3 Costs

An Opinion of Probable Cost (OPC) was developed for the common components of the project with the different raceway options. This feasibility-level (Class 5) cost estimate is based on average 5% designs, alignments, quantities, and unit prices. A detailed breakdown of the cost estimate is included in Attachment B. A summary of the OPC for each of the options is shown in Table 2 below.

Table 1 Power Generation Summary

	Existing Plant [2]	Option 1 New Unit #6 (Excl. Add-ons)
Plant Generating Capacity (kWh/yr)[1]	14,127,000 - 17,659,000	16,611,000 – 20,763,000
Added Capacity (above current generation capacity, kWh/yr[1])	NA	2,484,000 – 3,105,000
Total Additional Revenue ($/yr[3])	NA	$178,000.00 – $223,000.00

1 Low-level generation capacity is based on 80% of nominal capacity to account for unit downtime and possible low-flow periods that are outside of the average river flow. High-level plant generating capacity assumes all units are running at 100% rated capacity using average river flow data detailed above.

2 Assumes Unit #4 is no longer operational and thus a lower generation capacity that previously identified.

3 The value of generation was based on an average rate for sale of power from 2021 (7.2 cents/kWh, from data provided by BPU).

Table 2 Summary of Opinion of Probable Constructed Cost

Project Costs [1]	Option 1 (Base) Flygt Unit
Turbine Costs (Equipment Only)	$900,000
Electrical Equipment Costs	$975,000
Total Construction Costs	$1,600,000
Professional Services (12%)	$600,000
Contingency (30%)	$850,000
Anticipated Tariffs (20%)	$200,000
Class V Median Cost Estimate	**$5,125,000**
Estimate Low Cost Range (-20%)	$4,300,000
Estimate High Cost Range (+60%)	$7,700,000

1 Opinion of probable cost summary table provides a Class V estimate of the three options evaluated for equipment, total construction, professional services, contingency and overall costs with a range of -20% and +60%. Additional costs related to international tariffs are subject to change and could drastically adjust the feasibility of the project.

The OPC and associated information in this section are intended to provide background information to understand the basis for the development of the OPC. Quantity takeoffs were performed using the existing site layout. Where quantities were not yet designed, allowances or estimates were made based on

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the available information. Unit pricing was derived from past project pricing, RS Means, quotes from suppliers, and Barr's professional experience. The following assumptions were made while developing the OPC:

- The OPC provided has been developed on the basis of Barr's experience and qualifications and represents our best judgment as experienced and qualified professionals familiar with the project. OPC is based on current maturity level of the design and costs will change with further design.
- Contingency was included as an allowance for the net sum of costs that will be in the final total project cost at the time of the completion of design but are not included at this level of project definition.
- Professional services were estimated as a percent of construction for remaining design, bidding, and construction support. Percentage is based on previous experience from similar projects and will change based on the level of requested services and more detailed work scope development.
- Since Barr has no control over the cost of labor, materials, equipment, or services furnished by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions, Barr cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this opinion of probable construction cost. The cost estimates presented in this report are for current 2024 costs and do not represent the escalation costs for future years of construction.
- A detailed construction schedule was not developed at this time and would affect the OPC.
- Operation and maintenance costs are not included.

Attachments

Attachment A General Arrangement Drawings
Attachment B Opinion of Probable Cost

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Attachment A General Arrangement Drawings

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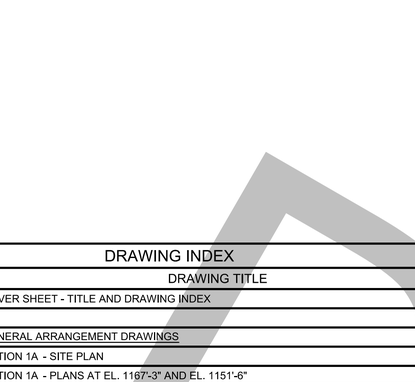
PHASE III GENERATION STUDY - UNIT 6 OPTION

BRAINERD DAM - BRAINERD PUBLIC UTILITIES - BRAINERD, MN

DRAWING INDEX	
DRAWING No.	DRAWING TITLE
CS-000	COVER SHEET - TITLE AND DRAWING INDEX
	GENERAL ARRANGEMENT DRAWINGS
GA-110	OPTION 1A - SITE PLAN
GA-111	OPTION 1A - PLANS AT EL. 1167'-3" AND EL. 1151'-6"
GA-112	OPTION 1A - SECTION LOOKING WEST



STATE MAP
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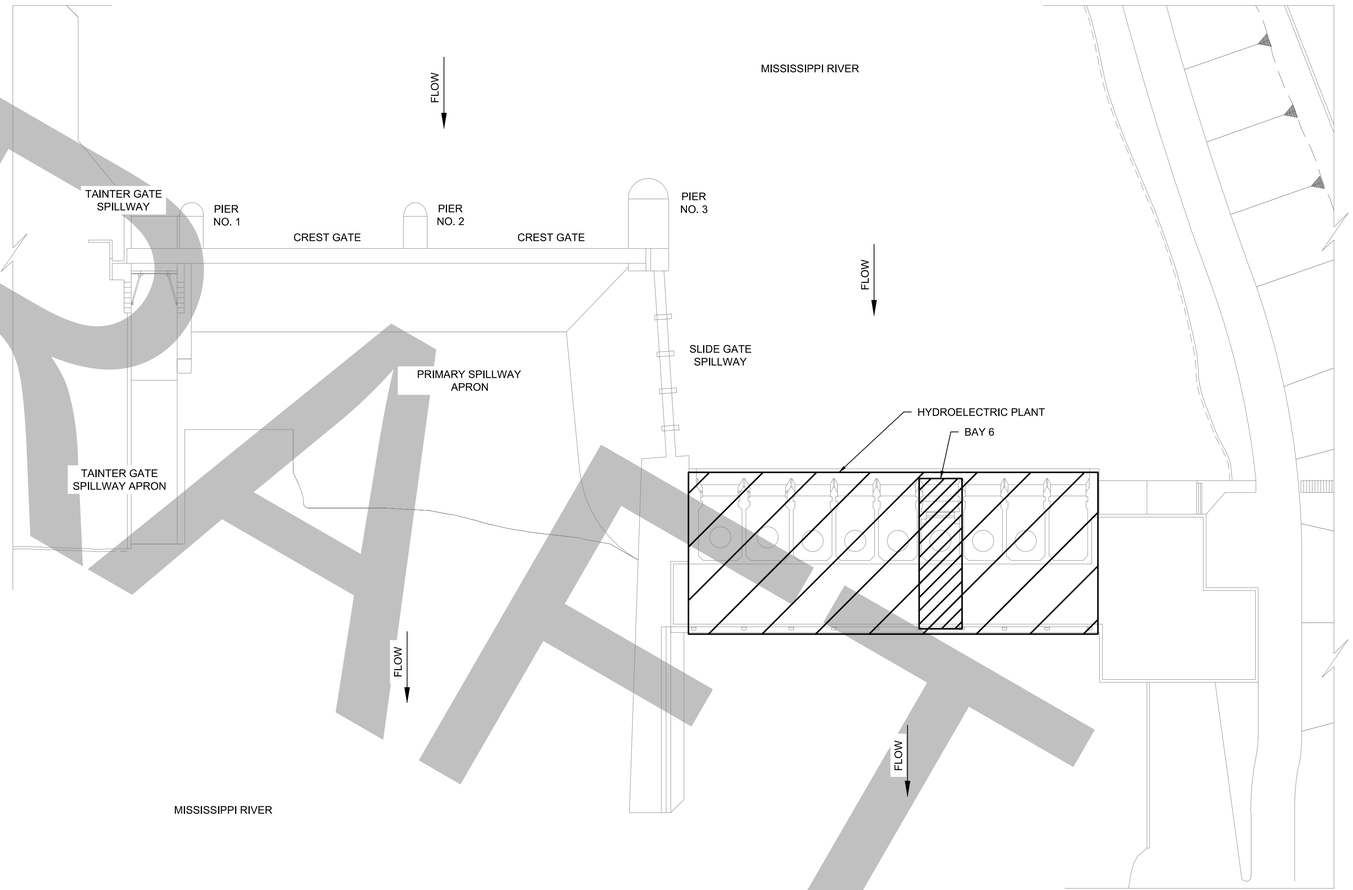

PROJECT LOCATION
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ISSUED FOR REVIEW
NOT FOR CONSTRUCTION

NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION

RELEASED TO/FOR: CLIENT 01/26/24; BID; CONSTRUCTION

DATE RELEASED: A B C 0 1 2 3

BARR
Corporate Headquarters:
Minneapolis, Minnesota
Ph: 1-800-632-2277

Project Office:
BARR ENGINEERING CO.
4300 MARKETPOINTE DRIVE
Suite 200
MINNEAPOLIS, MN 55435
Ph: 1-800-632-2277
Fax: (952) 832-2601
www.barr.com

Scale	AS SHOWN
Date	04/18/2025
Drawn	EMC2
Checked	RJO2
Designed	EMC2 / RJO2
Approved	---

BRAINERD PUBLIC UTILITIES
BRAINERD, MINNESOTA

PHASE III GENERATION STUDY
BRAINERD DAM

COVER SHEET
TITLE AND DRAWING INDEX

BARR PROJECT No. 23/18-1016.08
CLIENT PROJECT No.
DWG. No. CS-000
REV. No. A

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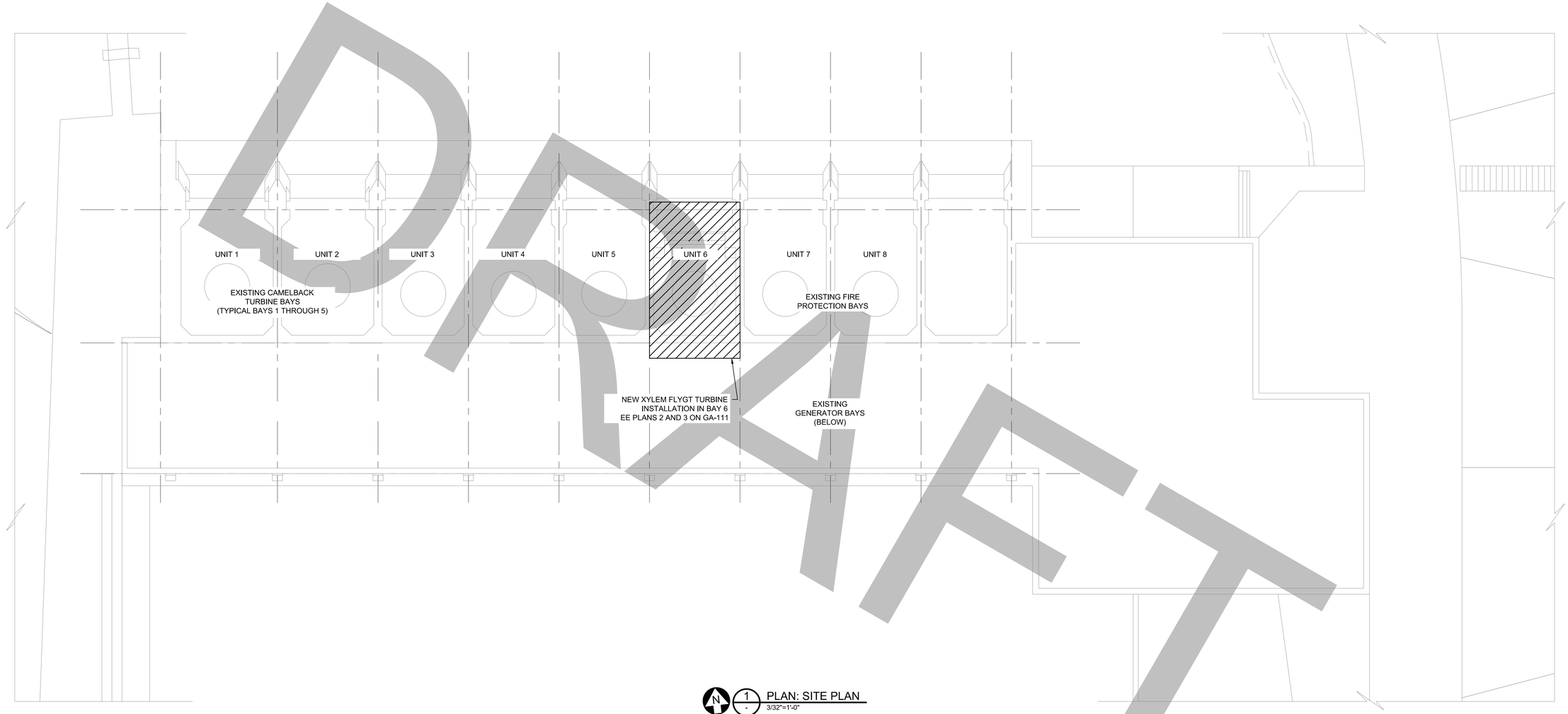

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Ph: 1-800-632-2277

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4300 MARKETPOINTE DRIVE
SUITE 200
MINNEAPOLIS, MN 55435
Ph: 1-800-632-2277
Fax: (952) 832-2601
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Scale	AS SHOWN
Date	04/18/2025
Drawn	EMC2
Checked	RJO2
Designed	RJO2 / EMC2
Approved	---

BRAINERD PUBLIC UTILITIES
BRAINERD, MINNESOTA

PHASE III GENERATION STUDY
BRAINERD DAM

GENERAL ARRANGEMENT
OPTION 1A - SITE PLAN

BARR PROJECT No. 23/18-1016.08
CLIENT PROJECT No.
DWG. No. GA-110
REV. No. A

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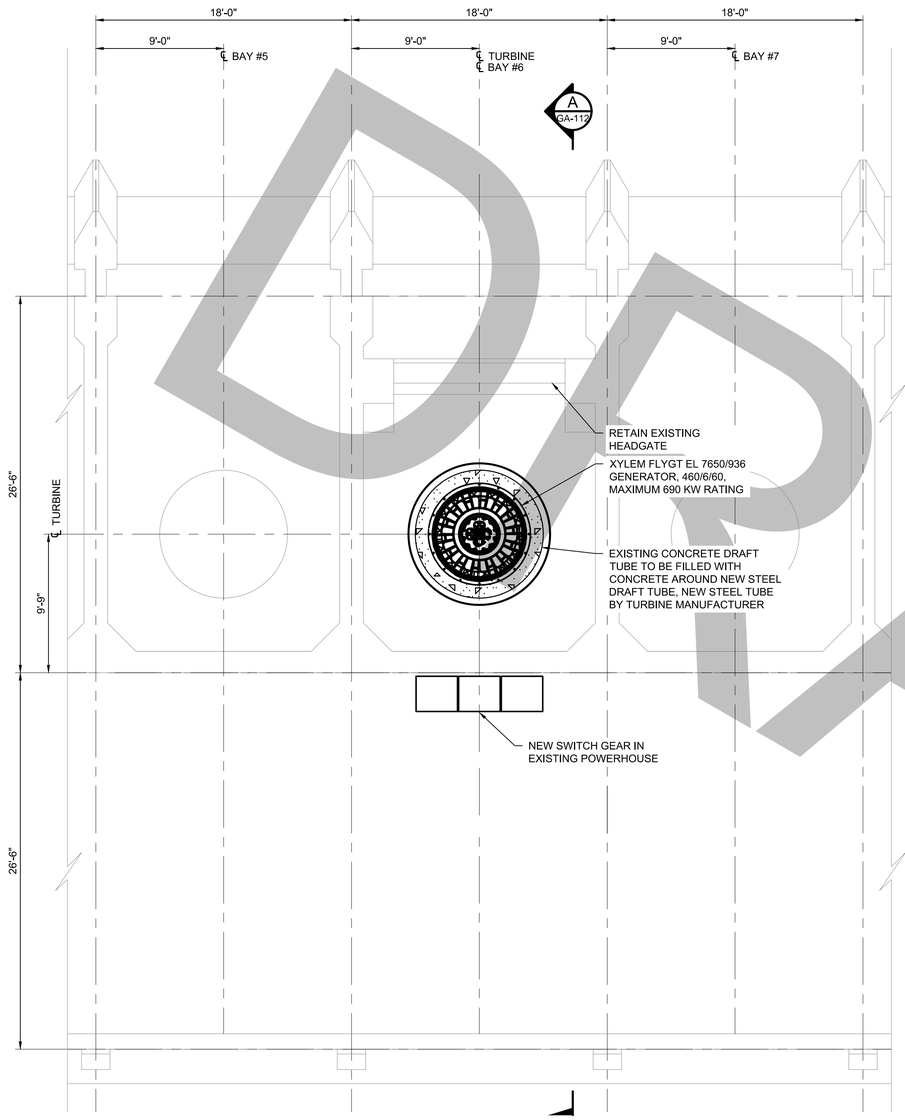

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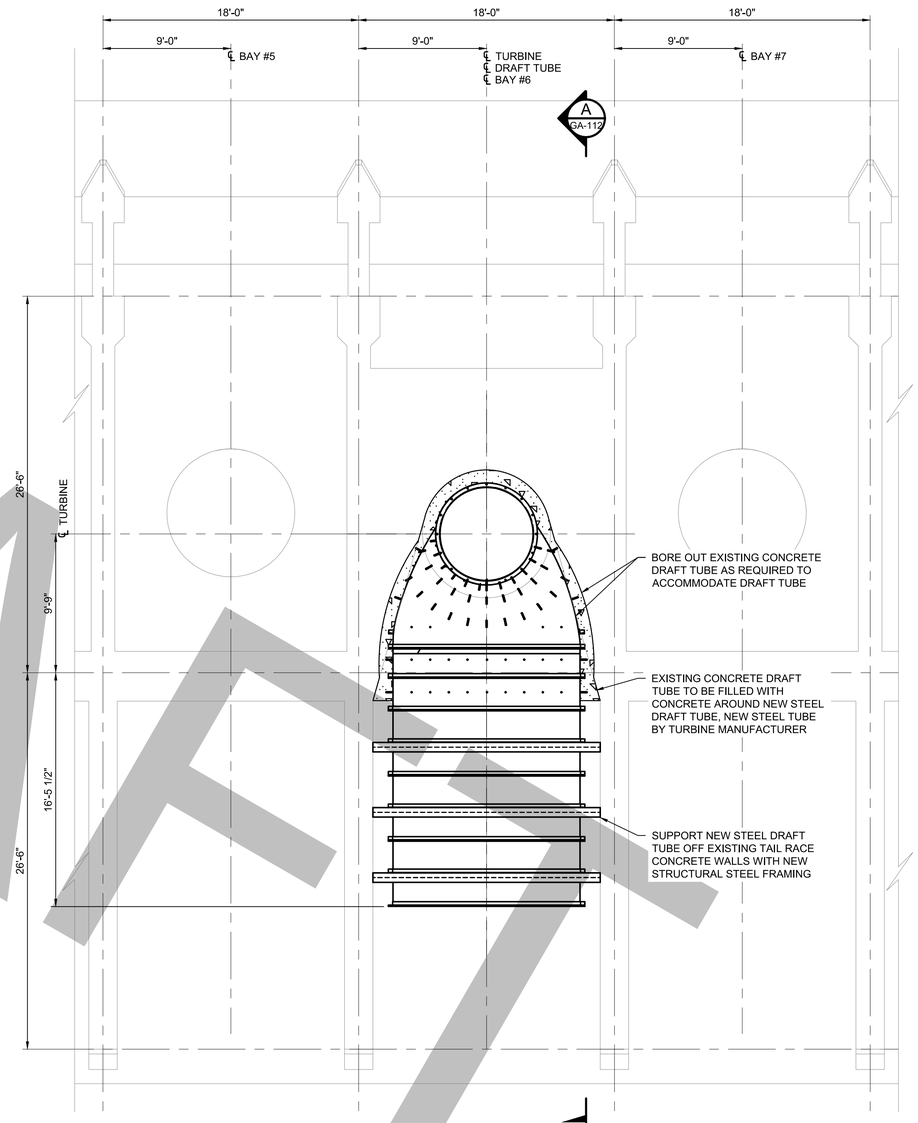

N 3 GA-110 PLAN: EL. 1151'-6"
3/16"=1'-0"

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NOT FOR CONSTRUCTION

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SUITE 200
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Ph: 1-800-632-2277
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Scale	AS SHOWN
Date	04/18/2025
Drawn	EMC2
Checked	RJO2
Designed	RJO2 / EMC2
Approved	---

BRAINERD PUBLIC UTILITIES
BRAINERD, MINNESOTA

PHASE III GENERATION STUDY
BRAINERD DAM

GENERAL ARRANGEMENT
OPTION 1A - PLANS AT EL. 1167'-3" AND EL. 1151'-6"

BARR PROJECT No. 23/18-1016.08
CLIENT PROJECT No.
DWG. No. GA-111
REV. No. A

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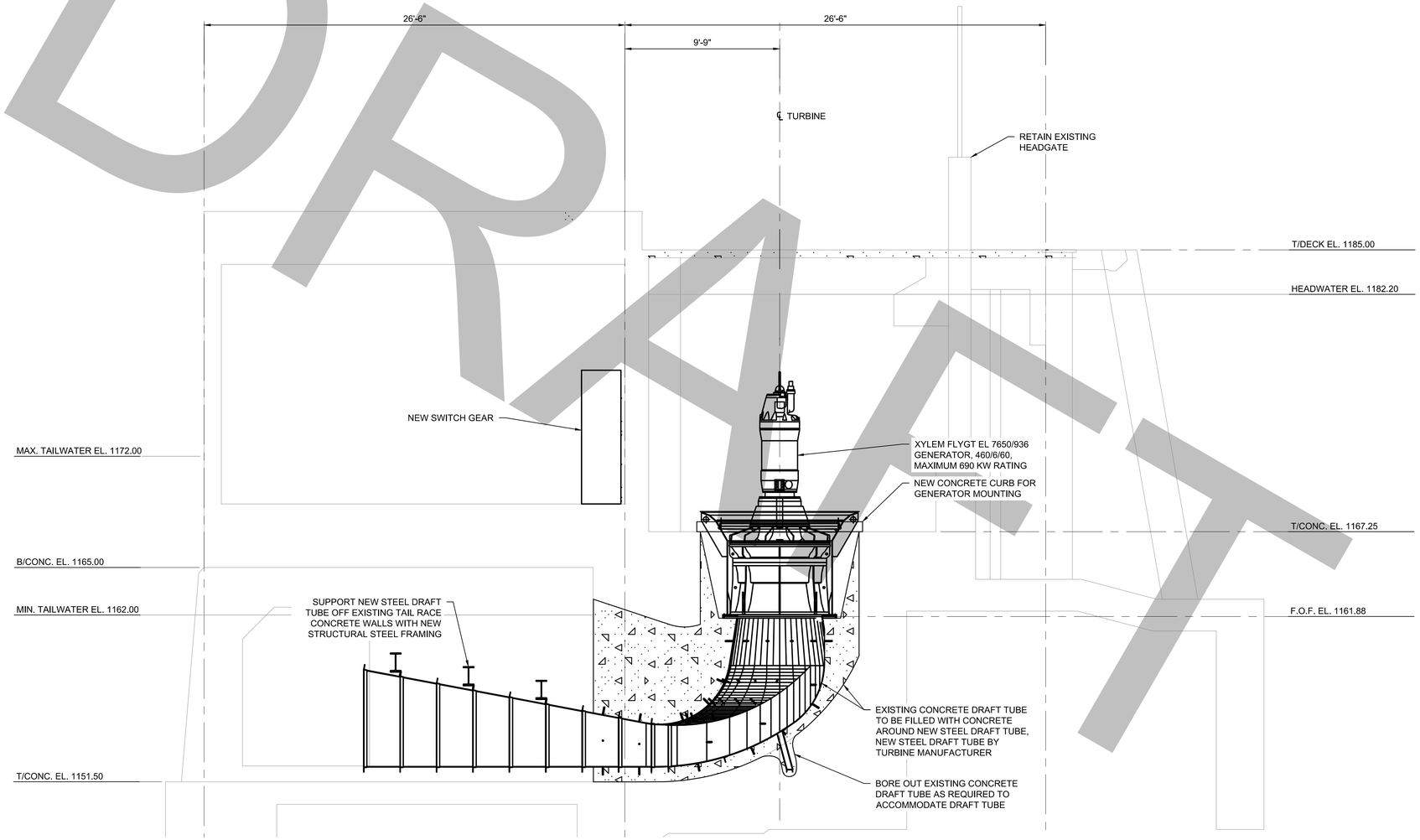

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ISSUED FOR REVIEW
NOT FOR CONSTRUCTION

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DATE RELEASED: A B C 0 1 2 3

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Ph: 1-800-632-2277

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4300 MARKETPOINTE DRIVE
SUITE 200
MINNEAPOLIS, MN 55435
Ph: 1-800-632-2277
Fax: (952) 832-2601
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Scale	AS SHOWN
Date	04/18/2025
Drawn	EMC2
Checked	RJO2
Designed	RJO2 / EMC2
Approved	---

BRAINERD PUBLIC UTILITIES
BRAINERD, MINNESOTA

PHASE III GENERATION STUDY
BRAINERD DAM

GENERAL ARRANGEMENT
OPTION 1A - SECTION LOOKING WEST

BARR PROJECT No. 23/18-1016.08
CLIENT PROJECT No.
DWG. No. GA-112
REV. No. A

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Attachment B Opinion of Probable Cost

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PREPARED BY: BARR ENGINEERING CO. **DATE: Apr 24, 2025**

ENGINEER'S OPINION OF PROBABLE COST (OPC) SUMMARY TABLE - CONCEPT LEVEL - CLASS 5 **REV 0**

PROJECT: BRAINERD HYDROELECTIRC PROJECT PHASE II GENERATION CAPACITY STUDY

PREPARED FOR: BRAINERD PUBLIC UTILITIES BY: TWF - 04/24/2025

LOCATION: BRAINERD HYDROELECTIRC PROJECT CHECKED BY: WJF - 02/19/2023

PROJECT OPC FOR UNIT 6 GENERATION Barr Project Number: 23/18-1016.08

Project Costs	Option 1A Flygt Unit
Turbine Costs (Equipment Only)	$900,000
Electrical Equipment Costs	$975,000
Total Construction Costs	$1,600,000
Professional Services (12%)	$600,000
Contingency (30%)	$850,000
Anticipated Tariffs (20%)	$200,000
Class V Median Cost Estimate	**$5,125,000**
Estimate Low Cost Range (-20%)	$4,300,000
Estimate High Cost Range (+60%)	$7,700,000

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Notes:

1 The opinion of probable construction cost provided in this table has been developed on the basis of Barr's experience and qualifications and represents our best judgment as experienced and qualified professionals familiar with the project. OPC is based on current maturity level of the design and costs will change with further design.

2 OPC is based upon estimated concept level design quantities and unit prices obtained from the published sources or contractor projects costs of similar size and scope. This concept-level Class 5 OPC was prepared referencing AACE International Recommended Practice No. 17R-97, 2011.

3 This concept-level cost estimate is based on preliminary designs, alignments, quantities and unit prices. Time value-of-money escalation costs are not included. The estimated accuracy range for the Total Project Cost as the project is defined above. The accuracy range is based on professional judgement considering the level of design completed, the complexity of the project and the uncertainties in the project as scoped. The accuracy range are not intended to include costs for future scope changes that are not part of the project as currently scoped or costs for risk contingency.

4 Contingency is an allowance for the net sum of costs that will be in the final total project cost at the time of the completion of design, but are not included at this level of project definition.

5 Since Barr has no control over the cost of labor, materials, equipment, or services furnished by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions, Barr cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this opinion of probable construction cost.

Public Utilities Commission
Agenda Request

MEETING DATE: April 29, 2025

TITLE OF ITEM: Discuss Draft 10-Year-CIP- 2026-2035

ACTION REQUESTED: Discussion Item

ESTIMATED TIME (MIN): 10 Minutes

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

PRESENTER: Jessie Dehn, City Engineer

SUMMARY OF ISSUE: Attached to this item is a draft of the 10-Year Capital Improvement Plan for the 2026-2035 period. Staff has been meeting over the winter to discuss upcoming projects and priorities as well as scope of work. The attached draft is a result of those discussions as well as adjustments based on new information received following the lead/galvanized service line inventory. Based on the timing needed to meet the EPA/MDH deadlines, staff has prioritized areas where large groups of service lines can be addressed in coordination with a street construction project. Staff is requesting discussion from the PUC on the draft CIP prior to presentation to the City Council.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: While staff has made effort to address areas with concentrated lead/galvanized service lines that can be addressed during construction, more work remains to be completed in 2025 to collect more information on unknown service line materials. Thus, it may be possible that more adjustments will be needed next year to address newly clarified areas. However, based on the current information, staff has put together a recommendation of the most appropriate plan to address what is known as of now.

Other areas that staff is planning to request guidance and input from City Council is the possibility to begin annual investment into CIPP lining of gravity sanitary sewer main. There are areas of significantly aged sanitary sewer main in locations where replacement will be very difficult. Trenchless solutions, such as lining, would be appropriate measures to address these.

RECOMMENDED ACTION/MOTION: Staff is requesting discussion by the PUC on the draft CIP and input or recommendation(s) that can be provided to the City Council when presented.

FINANCIAL IMPACT: N/A

10-YEAR CAPITAL IMPROVEMENT PLAN -- UPDATED 1-23-2025
2026-2035 - CITY OF BRAINERD

YEAR	PROJ. NO.	PROJECT DESCRIPTION	TOTAL	CONSTRUCTION FUND	SPECIAL ASSESSMENTS	MUNICIPAL STATE AID	SANITARY SEWER FUND	STORM WATER UTILITY	WATER FUND (BPU)	OTHER SOURCES	COMMENTS
2026	26-01	2026 Seal Coat	$195,000	$195,000	$0	$0	$0	$0	$0	$0	North Brainerd - Juniper, N. 3rd, N. 6th, N. 7th, South Brainerd - S. 7th/Tamarac/Sycamore/Rosewood, Vine, Todd, Paul St/Paul Cir/S. 7th/S. 8th, S. 7th/Madison
2026	26-02	2026 Street Patching	$55,000	$55,000	$0	$0	$0	$0	$0	$0	
2026	26-03	2026 Street Striping	$20,000	$20,000	$0	$0	$0	$0	$0	$0	
2026		TH 210/Washington Street Reconstruction Project (MnDOT)	$3,775,000	$0	$0	$1,250,000	$25,000	$0	$2,500,000	$0	
2026		Southeast Brainerd Reconstruction Project	$2,854,143	$772,984	$581,279	$0	$460,308	$209,833	$829,739	$0	Maple Street (17th to 19th), Norwood Street (17th to 19th), 18th Street SE (Oak to Laurel), 19th Street SE (Oak to Laurel)
2026		South Brainerd Resurfacing Project	$275,460	$137,730	$137,730	$0	$0	$0	$0	$0	Spruce Drive, Birchridge Drive (S. Leg Graydon to Spruce), Graydon Avenue (Woodcrest to S. Leg Birchridge), Hillcrest Drive
2026		Pine Street Resurfacing Project	$213,657	$106,828	$106,828	$0	$0	$0	$0	$0	Pine Street (14th to Walnut)
2026		Dal-Mar Resurfacing Project	$155,779	$77,890	$77,890	$0	$0	$0	$0	$0	Dal-Mar Drive from end of curb to dead end
2026		S. 11th Street Resurfacing Project	$213,199	$106,599	$106,599	$0	$0	$0	$0	$0	S. 11th Street (Industrial Park to Thiesse)
		TOTAL 2026	$7,757,238	$1,472,031	$1,010,326	$1,250,000	$485,308	$209,833	$3,329,739	$0	
2027	27-01	2027 Seal Coat	$170,000	$170,000	$0	$0	$0	$0	$0	$0	
2027	27-02	2027 Street Patching	$60,000	$60,000	$0	$0	$0	$0	$0	$0	
2027	27-03	2027 Street Striping	$15,000	$15,000	$0	$0	$0	$0	$0	$0	
2027		TH 210/Washington Street Reconstruction Project (MnDOT)	$3,775,000	$0	$0	$1,250,000	$25,000	$0	$2,500,000	$0	
2027		South Brainerd Reconstruction Project	$2,653,721	$484,803	$484,803	$0	$344,100	$166,228	$1,173,787	$0	Graydon Avenue (S. Leg Birchridge to S. 6th), Birchridge Drive (S. Leg Graydon to S. 6th), Linden Lane
2027		East River Road Sanitary Sewer Interceptor Lining Project	$1,400,000	$0	$0	$0	$1,400,000	$0	$0	$0	Sanitary Sewer Main CIPP Lining - College Drive to Main Lift
2027		2027 Storm Sewer Outfall Replacement Project	$50,000	$0	$0	$0	$0	$50,000	$0	$0	
		TOTAL 2027	$8,123,721	$729,803	$484,803	$1,250,000	$1,769,100	$216,228	$3,673,787	$0	

YEAR	PROJ. NO.	PROJECT DESCRIPTION	TOTAL	CONSTRUCTION FUND	SPECIAL ASSESSMENTS	MUNICIPAL STATE AID	SANITARY SEWER FUND	STORM WATER UTILITY	WATER FUND (BPU)	OTHER SOURCES	COMMENTS
2028	28-01	2028 Seal Coat	$170,000	$170,000	$0	$0	$0	$0	$0	$0	
2028	28-02	2028 Street Patching	$60,000	$60,000	$0	$0	$0	$0	$0	$0	
2028	28-03	2028 Street Striping	$21,000	$21,000	$0	$0	$0	$0	$0	$0	
2028		Northeast Brainerd Reconstruction Project	$2,475,739	$661,366	$420,525	$0	$308,385	$284,463	$801,000	$0	14th Avenue NE (L to O), 15th Avenue NE (Lum Park Rd to L), J Street NE (13th to 15th), K Street NE (13th to 15th), L Street NE (13th to 14th), M Street NE (13th to 14th)
2028		Southeast Brainerd Reconstruction Project	$3,080,602	$1,047,253	$600,750	$0	$252,315	$379,284	$801,000	$0	Quince Street (11th to 15th), 11th Street SE (Quince to Oak), 12th Street SE (Quince to Oak), 14th Street SE (Quince to Oak)
2028		Northeast Brainerd Resurfacing Project	$357,924	$178,962	$178,962	$0	$0	$0	$0	$0	C Street NE (1st to 3rd), D Street NE (Gillis to 3rd), F Street NE (1st to 3rd), G Street NE (1st to 3rd)
2028		2028 Storm Sewer Outfall Replacement Project	$50,000	$0	$0	$0	$0	$50,000	$0	$0	
		TOTAL 2028	$6,215,265	$2,138,581	$1,200,237	$0	$560,700	$713,747	$1,602,000	$0	
2029	29-01	2029 Seal Coat	$180,000	$180,000	$0	$0	$0	$0	$0	$0	
2029	29-02	2029 Street Patching	$65,000	$65,000	$0	$0	$0	$0	$0	$0	
2029	29-03	2029 Street Striping	$16,000	$16,000	$0	$0	$0	$0	$0	$0	
2029		Oak Street Reconstruction	$3,197,673	$0	$591,235	$0	$54,100	$0	$1,552,338	$1,000,000	Oak Street (19th St SE to TH 18/25) - STBGP Grant (Federal)
2029		Northeast Brainerd Reconstruction Project	$2,564,117	$712,132	$408,510	$0	$514,722	$193,435	$735,318	$0	6th Avenue NE (E to H), 7th Avenue NE (E to H), F Street NE (6th to 8th), G Street NE (6th to 8th)
2029		Laurel Street Patching Project	$50,000	$0	$0	$50,000	$0	$0	$0	$0	Laurel Street (SW 4th St to S 6th St)
		TOTAL 2029	$6,072,790	$973,132	$999,745	$50,000	$568,822	$193,435	$2,287,655	$1,000,000	
2030	30-01	2030 Seal Coat	$180,000	$180,000	$0	$0	$0	$0	$0	$0	
2030	30-02	2030 Street Patching	$65,000	$65,000	$0	$0	$0	$0	$0	$0	
2030	30-03	2030 Street Striping	$22,000	$22,000	$0	$0	$0	$0	$0	$0	
2030		Northeast Brainerd Reconstruction Project	$2,073,715	$726,375	$416,680	$0	$233,341	$197,304	$500,016	$0	8th Avenue NE (O to Q), 9th Avenue NE (L to Q), O Street NE (Mill to 9th)
2030		Woodland Park/Shady Brook Reconstruction Project	$3,713,392	$991,565	$740,990	$0	$694,939	$152,989	$1,132,909	$0	Cedar Street, Emma Avenue, Pennsylvania Avenue, Mary Street
2030		28th Street Resurfacing Project	$300,685	$150,343	$150,343	$0	$0	$0	$0	$0	Oakridge Road to Oak Street
		TOTAL 2030	$6,354,793	$2,135,282	$1,308,013	$0	$928,280	$350,293	$1,632,925	$0	
		TOTALS 2026-2030	$34,523,807	$7,448,830	$5,003,124	$2,550,000	$4,312,210	$1,683,536	$12,526,106	$1,000,000	
		% PARTICIPATION	100.0%	21.6%	14.5%	7.4%	12.5%	4.9%	36.3%	2.9%	

YEAR	PROJ. NO.	PROJECT DESCRIPTION	TOTAL	CONSTRUCTION FUND	SPECIAL ASSESSMENTS	MUNICIPAL STATE AID	SANITARY SEWER FUND	STORM WATER UTILITY	WATER FUND (BPU)	OTHER SOURCES	COMMENTS
2031	31-01	2031 Seal Coat	$190,000	$190,000	$0	$0	$0	$0	$0	$0	
2031	31-02	2031 Street Patching	$70,000	$70,000	$0	$0	$0	$0	$0	$0	
2031	31-03	2031 Street Striping	$17,000	$17,000	$0	$0	$0	$0	$0	$0	
2031		Southeast Brainerd Reconstruction Project	$3,959,405	$1,037,263	$595,019	$0	$684,272	$452,812	$1,190,038	$0	Maple Street (15th to 17th), Norwood Street (15th to 17th), 15th Street SE (Maple to Laurel), 16th Street SE (Norwood to Laurel)
2031		15th Street SE Resurfacing Project	$66,233	$33,117	$33,117	$0	$0	$0	$0	$0	Oak Street to Maple Street
2031		Pine/Quince Reconstruction Project	$2,337,920	$0	$382,512	$666,812	$357,012	$251,562	$680,022	$0	Pine Street (S. 6th to S. 10th), Quince Street (S. 6th to S. 11th)
		TOTAL 2031	$6,640,558	$1,347,380	$1,010,648	$666,812	$1,041,284	$704,374	$1,870,060	$0	
2032	32-01	2032 Seal Coat	$190,000	$190,000	$0	$0	$0	$0	$0	$0	
2032	32-02	2032 Street Patching	$70,000	$70,000	$0	$0	$0	$0	$0	$0	
2032	32-03	2032 Street Striping	$23,000	$23,000	$0	$0	$0	$0	$0	$0	
2032		Northeast Brainerd Reconstruction Project	$3,119,309	$906,864	$520,217	$0	$576,574	$205,275	$910,379	$0	12th Avenue NE (J to M), 13th Avenue NE (J to M), K Street NE (11th to 13th), L Street NE (11th to 13th), M Street NE (11th to 13th)
2032		Wright/Thiesse Extensions Resurfacing Project	$657,691	$328,846	$328,846	$0	$0	$0	$0	$0	Wright Street (13th to End), Thiesse Drive (West End to East End)
		TOTAL 2032	$4,060,000	$1,518,710	$849,062	$0	$576,574	$205,275	$910,379	$0	
2033	33-01	2033 Seal Coat	$200,000	$200,000	$0	$0	$0	$0	$0	$0	
2033	33-02	2033 Street Patching	$75,000	$75,000	$0	$0	$0	$0	$0	$0	
2033	33-03	2033 Street Striping	$18,000	$18,000	$0	$0	$0	$0	$0	$0	
2033		Oak Street/TH 18/TH 25 Roundabout Project	$1,075,000	$0	$0	$1,000,000	$0	$0	$75,000	$0	
2033		Southeast Brainerd Reconstruction Project	$3,921,368	$1,171,366	$671,947	$0	$485,536	$205,275	$1,387,245	$0	11th Street SE (Willow to Quince), 12th Street SE (Willow to Quince), Rosewood Street (11th to 15th), 14th Street SE (Rosewood to Quince)
2033		South Brainerd Sanitary Sewer Rehabilitation Project	$500,000	$0	$0	$0	$500,000	$0	$0	$0	
		TOTAL 2033	$5,789,368	$1,464,366	$671,947	$1,000,000	$985,536	$205,275	$1,462,245	$0	

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2034	34-01	2034 Seal Coat	$200,000	$200,000	$0	$0	$0	$0	$0	$0	
2034	34-02	2034 Street Patching	$75,000	$75,000	$0	$0	$0	$0	$0	$0	
2034	34-03	2034 Street Striping	$24,000	$24,000	$0	$0	$0	$0	$0	$0	
2034		North Brainerd Reconstruction Project	$3,974,547	$1,382,843	$1,038,088	$0	$270,414	$172,081	$1,111,121	$0	Bluff Avenue (3rd to 8th), Grove Street (3rd to 8th), 3rd Street (Holly to Bluff), 6th Street (Holly to Bluff), 7th Street (Holly to Bluff)
2034		Northeast Brainerd Resurfacing Project	$821,831	$410,916	$410,916	$0	$0	$0	$0	$0	H Street NE (1st to Mill), I Street NE (1st to Mill), J Street NE (2nd to Mill), 3rd Avenue NE (H to K), 4th Avenue NE (H to M)
		TOTAL 2034	$5,095,378	$2,092,759	$1,449,004	$0	$270,414	$172,081	$1,111,121	$0	
2035	35-01	2035 Seal Coat	$210,000	$210,000	$0	$0	$0	$0	$0	$0	
2035	35-02	2035 Street Patching	$80,000	$80,000	$0	$0	$0	$0	$0	$0	
2035	35-03	2035 Street Striping	$19,000	$19,000	$0	$0	$0	$0	$0	$0	
2035		Northeast Brainerd Reconstruction Project	$4,775,082	$1,184,854	$846,836	$0	$463,791	$1,093,029	$1,186,572	$0	Gillis Avenue, 1st Avenue NE, C Street NE (Gillis to 2nd), D Street NE (Gillis to 2nd)
2035		Front/Maple/Norwood Resurfacing Project	$371,540	$196,452	$175,088	$0	$0	$0	$0	$0	Front Street (4th to 6th), Maple Street (5th to End), Norwood Street (5th to 8th)
		TOTAL 2035	$5,455,622	$1,690,306	$1,021,924	$0	$463,791	$1,093,029	$1,186,572	$0	
		TOTALS 2031-2035	$27,040,927	$8,113,520	$5,002,586	$1,666,812	$3,337,597	$2,380,034	$6,540,377	$0	
		% PARTICIPATION	100.0%	30.0%	18.5%	6.2%	12.3%	8.8%	24.2%	0.0%	
		TOTALS 2026-2035	$61,564,734	$15,562,351	$10,005,710	$4,216,812	$7,649,808	$4,063,570	$19,066,483	$1,000,000	
		% PARTICIPATION	100.0%	25.3%	16.3%	6.9%	12.4%	6.6%	31.0%	1.6%	

HR Director's Report to Public Utilities Commission

April 24, 2025

Personnel:

- Three Public Utilities Department employees were off work intermittently this past month with two of them for a work-related medical issue.
- On April 7th, the Council authorized Staff to begin the hiring process for a full-time Laborer position. The job posting will close on April 29th at 4:30 pm.
- On April 7th, the Council approved the voluntary demotion of Mitch Lachelt to Journeyman Lineworker. With this reclassification, the Council also approved backfilling the Electric Distribution Supervisor position. We did not receive any internal applications. The external job posting will close on April 29th at 4:30 pm.
- On April 21st, the Council approved the updated Meter Serviceworker Job Description and to internally backfill the position. The internal job posting will close on April 30th at 4:30 pm.
- Interviews were conducted for the Network Administrator, Technology Specialist, and GIS Specialist over the last couple of weeks. Conditional job offers were extended and accepted for all three positions. The three individuals are now going through the pre-employment hiring process.
- We are currently advertising for multiple temporary Public Utilities Department positions including Seasonal Laborer, Wastewater/Water Intern, and Water Distribution Intern.
- Business Office Intern Chris Gratke will be returning in 2025 with May 7th as his tentative start date. Sourcewell recently updated its Internship Reimbursement Program requirements so it now allows interns to have two placements; therefore, Chris will qualify for the Sourcewell Internship Reimbursement Program in 2025.

Public Utilities Director Update:

Public Utilities Director Chris Evans's last working day was April 4th. On April 7th, the City Council accepted his resignation and also directed Staff to hire an Interim Public Utilities Director. The position has been posted with first review of applications scheduled for April 28th.

Integration Update:

On April 7th, the Council directed to cease and desist discussions of utility services being included in the Public Works Department that would require a Charter change. The Council also decided not to conduct a workshop or move forward with the integration of the Finance Departments.

Wellness Committee:

Our annual Biometric Screening was held on April 17, 2025, in the Fire Department Training Room. We had 33 timeslots available with 31 of them being filled. This was a great turnout and the Wellness Committee wants to thank all employees that participated.

The Wellness Committee will be doing a walk in the park Lunch 'N Learn sometime in May. More information to come!

BRAINERD PUBLIC UTILITIES
8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401
Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193
www.bpu.org

Brainerd Public Utilities
Finance Managers Report
April 27, 2025

Financial Reports
December unaudited financial statements are attached. Once the final audit numbers are known the 2025 statements will be completed and presented as in past years. See attached budget to actual report for first quarter of 2025.

2024 Audit
We continue our work with CliftonLarsonAllen (CLA) on the audit. The audit fieldwork is complete, and staff are in the process of reviewing the draft reports from CLA. CLA will be presenting the audit at the May meeting.

Streetlighting/Water/Wastewater Cost Studies
The cost studies for streetlighting/water/wastewater are on-going. Meetings with Utility Financial Solutions (UFS) have continued to determine their data needs and requests for the cost studies. UFS is awaiting staff response with the updated audited numbers to perform the cost studies and perform their work.

Communities Local Energy Action Program:
The National Renewable Energy Laboratory (NREL) is in the process of finalizing the scope of phase four of their project. This phase four with the help of the coalition is being drafted to assist in the determination of purchasing the two solar projects from AEP when the term of the contract expires, and the option is available. The baseline energy profile is almost complete and the other phases (Residential Housing Stock Analysis, Cost estimation for energy efficiency) are ongoing.

Hydro Funding:
Chris Evans, Trent Hawkinson, and I attended a public hearing with the Minnesota House of Representatives Energy Finance and Policy Committee April 3, 2025. Evans and Hawkinson presented with Representative Heintzeman on the hydro dam generator project. The hearing appeared positive and our bill that was presented was carried over and is still in consideration. To view the hearing you can see it at: https://www.house.mn.gov/hjvid/94/899349. With Senator Eichorn's resignation there was not a similar bill in the Senate, and we do not anticipate a hearing occurring before close of session even with the special election. See the additional direction request in the agenda packet for additional information.

Galvanized Service Line Replacement Funding:
Chelsey and I will be attending a funding conference in Nisswa held by Minnesota Rural Water Association to determine funding avenues for galvanized service lines requiring replacement. Additionally, the one-day conference is scheduled to assist with additional other funding sources for water related projects.

Retro Payments/ Contract Settlement:
With the contract settlement, staff are working on backpay calculations, and retro payments for all IBEW staff. 2024 adjustments are in process and 2025 payments are being calculated in conjunction with employee performance reviews.

Monthly Financial Report

December 2024

UNAUDITED

BRAINERD PUBLIC UTILTIES
COMPARISON OF OPERATING RESULTS
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2024 AND 2023

	2024		2023	
	Amount	Percent of Sales	Amount	Percent of Sales
OPERATING REVENUE				
Department				
Electric	$ 28,132,281	79.7%	$ 24,433,386	78.8%
Water	3,729,936	10.6%	3,352,456	10.8%
Wastewater	3,437,697	9.7%	3,237,262	10.4%
Total Operating Revenue	35,299,914	100.0%	31,023,104	100.0%
OPERATING EXPENSES				
Salaries and Wages	4,347,174	12.3%	4,700,710	15.2%
Purchased Power	18,666,503	52.9%	13,781,295	44.4%
Operations and Maintenance	3,215,163	9.1%	3,350,523	10.8%
Other Charges	1,061,763	3.0%	816,161	2.6%
Employee Benefits	1,374,584	3.9%	1,877,790	6.1%
Insurance and Bonds	396,368	1.1%	380,324	1.2%
Depreciation and Amortization	5,419,199	15.4%	5,293,604	17.1%
Total Operating Expenses	34,480,754	97.7%	30,200,407	97.3%
OPERATING INCOME	819,160	2.3%	822,697	2.7%
NONOPERATING REVENUE				
Interest Revenue - Investments	568,535	1.6%	395,523	1.3%
Sale of Renewable Energy Credits	-	0.0%	-	0.0%
Interest Revenue - Notes Receivable	104,659	0.3%	103,570	0.3%
Bond Premium	155,656	0.4%	170,829	0.6%
Interest Expense - Bonds	(819,509)	-2.3%	(827,164)	-2.7%
Local Option Sales Tax	1,880,157	5.3%	1,861,975	6.0%
Pera Aid Revenue	95,174	0.3%	-	0.0%
Other	91,927	0.3%	52,567	0.2%
Total Nonoperating Revenue	2,076,599	5.9%	1,757,300	5.7%
INCOME BEFORE OPERATING TRANSFERS TO THE CITY	2,895,759	8.2%	2,579,997	8.3%
CAPITAL CONTRIBUTIONS	-	0.0%	-	0.0%
TRANSFERS TO THE CITY	(765,151)	-2.2%	(783,245)	-2.5%
CHANGE IN NET ASSETS	$ 2,130,608	6.0%	$ 1,796,752	5.8%

BRAINERD PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION BY DEPARTMENT
DECEMBER 31, 2024 AND 2023

	Electric	Water	Wastewater Treatment	Totals 2024	Totals 2023
ASSETS					
UTILITY PLANT					
Construction in Progress	$ 1,298,879	$ 576,611	$ 921,721	$ 2,797,211	$ 11,937,143
Right-to-Use	416,455	18,402	18,402	453,259	461,978
In Service	51,414,512	40,040,121	42,789,848	134,244,481	116,438,391
Total Investment in Utility Plant	53,129,846	40,635,134	43,729,971	137,494,951	128,837,512
Less: Accumulated Depreciation	(27,836,329)	(16,903,097)	(22,818,173)	(67,557,599)	(61,611,097)
Net Utility Plant	25,293,517	23,732,037	20,911,798	69,937,352	67,226,415
CASH AND INVESTMENTS					
Nonrestricted	3,911,272	(2,712,105)	5,210,585	6,409,752	7,708,869
Restricted					
Customer Deposits	595,816	-	-	595,816	478,852
City of Brainerd Contribution	84,070	-	-	84,070	56,667
Conservation Incentive Program	569,589	-	-	569,589	393,876
Water and Sewer Accessiblity Charges	-	621,024	7,138	628,162	559,102
Construction Bond Proceeds	-	-	-	-	-
Debt Service Reserve	1,117,250	1,449,702	2,139,099	4,706,051	4,799,578
Total Restricted Cash and Investments	2,366,725	2,070,726	2,146,237	6,583,688	6,288,075
Total Cash and Investments	6,277,997	(641,379)	7,356,822	12,993,440	13,996,944
CURRENT ASSETS					
Accounts Receivable	4,120,347	426,407	3,266,430	7,813,184	4,262,028
Interest Receivable	14,727	2,421	10,381	27,529	31,749
Inventory	2,105,987	121,328	-	2,227,315	2,014,688
Prepaid Expenses	156,072	49,493	29,914	235,479	211,001
Total Current Assets	6,397,133	599,649	3,306,725	10,303,507	6,519,466
OTHER ASSETS					
Bonds and Notes Receivable	-	-	-	-	3,818,334
Interest Receivable - Notes Receivable	-	-	30,442	30,442	26,700
Service Territory Acquisitions, Net of Accumulated Amortization	176,083 (73,706)	-	-	(73,706)	215,483
Deferred Outflows of Resources	287,943	95,980	95,980	479,903	1,647,319
Investment in Solar Generation Facility	662,073	-	-	662,073	567,000
Total Other Assets	1,052,393	95,980	126,422	1,098,712	6,274,836
Total Assets	39,021,040	23,786,287	31,701,767	94,333,011	94,017,661
LIABILITIES AND NET ASSETS					
NET POSITION					
Net Investment in Capital Assets	20,891,453	11,947,201	11,352,398	44,191,052	41,899,437
Restricted	-	1,552,792	2,050,711	3,603,503	7,519,712
Unrestricted	6,869,899	(2,757,537)	7,417,010	11,529,373	8,386,850
Total Net Position	27,761,352	10,742,456	20,820,119	59,323,927	57,805,999
LONG-TERM LIABILITIES					
Revenue Bonds Payable	3,310,000	11,035,000	2,408,200	16,753,200	14,172,400
PFA Construction Loan Payable	-	-	5,285,000	5,285,000	6,870,000
Compensated Absences	314,197	119,576	97,281	531,054	1,127,720
Other Postemployment Benefit Obligation	199,330	66,443	66,443	332,216	384,493
Net Pension Liability	1,241,138	413,713	413,713	2,068,564	4,926,260
Deferred Inflows of Resources	1,104,249	368,082	368,082	1,840,413	169,995
Capital Lease Payable	369,705	4,188	4,188	378,081	388,283
Revenue Bond Premium	33,889	667,580	97,463	798,932	734,108
Total Long-Term Liabilities	6,572,508	12,674,582	8,740,370	27,987,460	28,773,259
CURRENT LIABILITIES					
Accounts Payable	2,168,175	41,714	40,054	2,249,943	2,170,908
Revenue Bonds Payable	1,120,000	75,000	79,200	1,274,200	1,924,200
PFA Construction Loan Payable	-	-	1,585,000	1,585,000	1,585,000
Capital Lease Payable	11,470	3,068	3,068	17,606	28,790
Payable to City of Brainerd	84,070	19,550	242,642	346,262	275,282
Conservation Incentive Program Payable	569,589	-	-	569,589	393,876
Accrued Expenses					
Salaries and Withholding Taxes	194,431	130,286	72,484	397,201	298,583
Sales Taxes	(68,434)	(3,459)	-	(71,893)	136,962
Bond Interest	12,063	103,090	118,830	233,983	145,950
Customer Deposits	595,816	-	-	595,816	478,852
Total Current Liabilities	4,687,180	369,249	2,141,278	7,197,707	7,438,403
Total Liabilities	11,259,688	13,043,831	10,881,648	35,185,167	36,211,662
Total Liabilities and Net Position	$ 39,021,040	$ 23,786,287	$ 31,701,767	$ 94,509,094	$ 94,017,661

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

	December 31, 2024				Totals December 31,	
	Electric	Water	Wastewater Treatment	Total	2023	2022
OPERATING REVENUES						
Utility Revenues	$ 27,526,913	$ 3,501,461	$ 2,561,897	$ 33,590,270	$ 27,119,736	$ 24,860,424
Other Operating Revenue	605,368	228,475	875,800	1,709,643	1,364,013	1,038,387
Total Operating Revenue	28,132,281	3,729,936	3,437,697	35,299,914	28,483,749	25,898,811
OPERATING EXPENSES						
Purchased Power	18,666,503	-	-	18,666,503	12,457,717	11,289,372
Production/Generation						
Salaries and Wages	251,743	412,797	392,488	1,057,028	1,254,905	1,176,130
Operations and Maintenance	21,625	298,474	904,365	1,224,464	1,281,322	1,001,292
Employee Benefits	97,194	143,605	143,514	384,313	396,322	386,803
Other Charges	339	566	14,636	15,541	29,132	73,013
Total Generation/Production Expenses	370,901	855,442	1,455,003	2,681,346	2,961,681	2,637,238
Distribution						
Salaries and Wages	1,386,770	564,275	91,061	2,042,106	1,902,528	1,810,367
Operations and Maintenance	446,309	282,879	161,621	890,809	812,684	846,712
Employee Benefits	442,015	152,479	38,467	632,961	552,317	541,698
Other Charges	53,876	17,806	51	71,733	88,140	50,860
Total Distribution Expenses	2,328,970	1,017,439	291,200	3,637,609	3,355,669	3,249,637
General and Administrative						
Salaries and Wages	741,099	262,594	244,347	1,248,040	1,184,897	1,229,604
Operations and Maintenance	680,429	251,148	168,313	1,099,890	917,000	799,530
Insurance and Bonds	233,166	68,602	94,600	396,368	347,467	277,279
Employee Benefits	194,108	88,085	75,117	357,310	623,969	482,000
Other Charges	619,643	168,664	186,182	974,489	582,104	500,905
Total Gen. and Admin. Expenses	2,468,445	839,093	768,559	4,076,097	3,655,437	3,289,318
Depreciation and Amortization	2,390,909	1,333,638	1,694,652	5,419,199	4,616,691	4,794,500
Total Operating Expenses	26,225,728	4,045,612	4,209,414	34,480,754	27,047,195	25,260,065
NET OPERATING INCOME (LOSS)	1,906,553	(315,677)	(771,717)	819,160	1,436,554	638,746
NONOPERATING REVENUE (EXPENSE)						
Interest Revenue - Investments	137,804	32,004	398,727	568,535	250,396	(802,367)
Sale of Renewable Energy Credits	-	-	-	-		482,463
Bond Premium	12,096	129,822	13,738	155,656	156,620	368,251
Interest Revenue - Notes Receivable	-	-	104,659	104,659	95,470	108,405
Local Option Sales Tax	-	366,513	1,513,644	1,880,157	1,750,434	1,696,475
Interest Expense - Bonds	(153,260)	(307,393)	(358,856)	(819,509)	(733,380)	(871,773)
PERA Aid Revenue	57,104	19,035	19,035	95,174	-	-
Other	-	832	91,095	91,927	47,467	116,569
Total Nonoperating Revenue (Expense)	53,744	240,813	1,782,042	2,076,599	1,567,007	1,098,023
INCOME BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	1,960,297	(74,864)	1,010,325	2,895,759	3,003,561	1,736,769
TRANSFERS TO THE CITY	(765,151)	-	-	(765,151)	(724,300)	(695,787)
CHANGE IN NET POSITION	$ 1,195,146	$ (74,864)	$ 1,010,325	$ 2,130,608	$ 2,279,261	$ 1,040,982

BRAINERD PUBLIC UTILITIES
COMBINING STATEMENT OF NET POSITION FOR ELECTRIC DEPARTMENT
DECEMBER 31, 2024 AND 2023

	December 31, 2024			
	Generation	Distribution	Total	2023
ASSETS				
UTILITY PLANT				
Construction in Progress	$ 803,913	$ 494,966	$ 1,298,879	$ 2,967,995
Right-to-Use	-	416,455	416,455	421,686
In Service	8,082,042	43,332,470	51,414,512	47,147,901
Total Investment in Utility Plant	8,885,955	44,243,891	53,129,846	50,537,582
Less: Accumulated Depreciation	(2,883,479)	(24,952,850)	(27,836,329)	(25,328,854)
Net Utility Plant	6,002,476	19,291,041	25,293,517	25,208,728
CASH AND INVESTMENTS				
Nonrestricted	(5,017,430)	8,928,702	3,911,272	5,627,290
Restricted				
Customer Deposits	-	595,816	595,816	478,852
City of Brainerd Contribution	-	84,070	84,070	56,667
Conservation Incentive Program	-	569,589	569,589	393,876
Debt Service Reserve	686,750	430,500	1,117,250	1,117,250
Total Restricted Cash and Investments	686,750	1,679,975	2,366,725	2,046,645
Total Cash and Investments	(4,330,680)	10,608,677	6,277,997	7,673,935
CURRENT ASSETS				
Accounts Receivable	-	4,120,347	4,120,347	3,096,151
Interest Receivable	-	14,727	14,727	14,040
Inventory	-	2,105,987	2,105,987	1,852,629
Prepaid Expenses	18,415	137,657	156,072	176,619
Total Current Assets	18,415	6,378,718	6,397,133	5,139,439
OTHER ASSETS				
Service Territory Acquisitions, Net of Accumulated	-	176,083	176,083	-
Amortization	-	(73,706)	(73,706)	215,483
Deferred Outflows of Resources	47,991	239,952	287,943	988,391
Investment in Solar Generation Facility	-	662,073	662,073	567,000
Total Other Assets	47,991	1,004,402	1,052,393	1,770,874
Total Assets	1,738,202	37,282,838	39,021,040	39,792,976
LIABILITIES AND NET ASSETS				
Net Investment in Capital Assets	3,237,087	17,654,366	20,891,453	19,780,218
Unrestricted	(5,060,610)	11,930,509	6,869,899	6,886,900
Total Net Position	(1,823,523)	29,584,875	27,761,352	26,667,118
LONG-TERM LIABILITIES				
Revenue Bonds Payable	2,370,000	940,000	3,310,000	4,500,000
Compensated Absences	39,142	275,055	314,197	672,185
Other Postemployment Benefit Obligation	33,222	166,108	199,330	230,697
Net Pension Liability	206,856	1,034,282	1,241,138	2,955,756
Deferred Inflows of Resources	184,042	920,207	1,104,249	101,997
Capital Lease Payable	-	369,705	369,705	377,430
Revenue Bond Premium	33,889	-	33,889	47,143
Total Long-Term Liabilities	2,867,151	3,705,357	6,572,508	8,885,208
CURRENT LIABILITIES				
Accounts Payable	810	2,167,365	2,168,175	1,943,971
Revenue Bonds Payable	665,000	455,000	1,120,000	1,040,000
Capital Lease Payable	-	11,470	11,470	17,937
Payable to City of Brainerd	-	84,070	84,070	56,667
Conservation Incentive Program Payable	-	569,589	569,589	393,876
Accrued Expenses				
Salaries and Withholding Taxes	19,550	174,881	194,431	175,275
Sales Taxes	(263)	(68,171)	(68,434)	134,072
Bond Interest	9,477	2,586	12,063	-
Customer Deposits	-	595,816	595,816	478,852
Total Current Liabilities	694,574	3,992,606	4,687,180	4,240,650
Total Liabilities	3,561,725	7,697,963	11,259,688	13,125,858
Total Liabilities and Net Position	$ 1,738,202	$ 37,282,838	$ 39,021,040	$ 39,792,976

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

	December 31, 2024			Variance With Budget - Positive	Year to Date December 31,	
	Current Month	Year to Date	Budget	(Negative)	2023	2022
OPERATING REVENUES						
Utility Revenues						
Residential	$ 548,561	$ 6,342,941	$ 6,960,000	$ (617,059)	$ 6,323,422	$ 5,986,717
Commercial	778,448	10,019,998	10,620,000	(600,002)	9,787,858	9,285,877
Medium/Large Commercial	159,329	2,359,671	2,748,000	(388,329)	2,505,371	3,038,960
Industrial	928,216	7,706,570	3,600,000	4,106,570	2,303,157	506,095
City of Brainerd	29,421	346,350	362,400	(16,050)	331,455	317,809
BPU	73,336	751,383	780,000	(28,617)	745,149	684,205
Total Utility Revenue	2,517,311	27,526,913	25,070,400	2,456,513	21,996,412	19,819,663
Other Operating Revenue						
Penalties	15,824	142,491	102,000	40,491	123,672	101,478
Other	59,834	462,877	98,400	364,477	260,484	229,051
Total Other Operating Revenue	75,658	605,368	200,400	404,968	384,156	330,529
Total Operating Revenue	2,592,969	28,132,281	25,270,800	2,861,481	22,380,568	20,150,192
OPERATING EXPENSES						
Purchased Power						
All Other Customers	981,469	11,016,530	8,445,600	(2,570,930)	9,635,039	10,809,596
Solar Generation - Airport	11,764	683,447	720,000	36,553	702,937	
Crypto Mining Customers	819,836	6,966,526	6,110,400	(856,126)	2,119,741	479,776
Total Purchased Power Expense	1,813,069	18,666,503	15,276,000	(3,390,503)	12,457,717	11,289,372
Generation						
Salaries and Wages	(8,552)	251,743	153,600	(98,143)	425,473	464,237
Operations and Maintenance	893	21,625	39,600	17,975	39,336	20,566
Employee Benefits	7,853	97,194	51,600	(45,594)	121,715	143,050
Other Charges	-	339	6,000	5,661	1,038	32,395
Depreciation	25,806	327,206	326,400	(806)	299,200	296,000
Total Generation Expenses	26,000	698,107	577,200	(120,907)	886,762	956,248
Distribution						
Salaries and Wages	(20,745)	1,386,770	1,610,400	223,630	1,291,410	1,274,944
Operations and Maintenance	25,785	446,309	458,400	12,091	330,120	428,078
Employee Benefits	35,589	442,015	468,000	25,985	369,688	365,738
Other Charges	2,137	53,876	56,400	2,524	61,082	35,943
Depreciation and Amortization	232,624	1,855,124	1,712,400	(142,724)	1,567,500	1,584,400
Total Distribution Expenses	275,390	4,184,094	4,305,600	121,506	3,619,800	3,689,103
General and Administrative						
Salaries and Wages	27,469	741,099	862,800	121,701	696,369	719,110
Operations and Maintenance	110,032	680,429	508,800	(171,629)	535,929	473,655
Insurance and Bonds	19,899	233,166	226,800	(6,366)	215,767	169,909
Employee Benefits	(129,252)	194,108	442,800	248,692	370,910	293,605
Other Charges	110,474	619,643	396,000	(223,643)	376,198	328,296
Depreciation and Amortization	41,225	208,579	169,200	(39,379)	152,453	162,000
Total Gen. and Admin. Expenses	179,848	2,677,024	2,606,400	(70,624)	2,347,626	2,146,575
Total Operating Expenses	2,294,307	26,225,728	22,765,200	(3,460,528)	19,311,905	18,081,298
NET OPERATING INCOME	298,662	1,906,553	2,505,600	(599,047)	3,068,663	2,068,894
NONOPERATING REVENUE						
Interest Revenue - Investments	9,214	137,804	9,600	128,204	40,074	(281,881)
Interest Expense - Bonds	(12,043)	(153,260)	(156,800)	3,540	(169,798)	(195,083)
Sale of Renewable Energy Credits	-	-	-	-	-	482,463
Bond Premium	1,008	12,096	13,200	(1,104)	13,067	55,532
PERA Aid Revenue	57,104	57,104	-	57,104	-	-
Gain on Disposal of Capital Assets	-	-	1,200	(1,200)	-	33,954
Total Nonoperating Revenue	55,284	53,744	(132,800)	186,544	(116,657)	94,985
INCOME BEFORE TRANSFERS TO THE CITY	353,946	1,960,297	2,372,800	(412,503)	2,952,006	2,163,879
TRANSFERS TO THE CITY	(62,435)	(765,151)	(816,000)	50,849	(724,300)	(695,787)
CHANGE IN NET POSITION	$ 291,511	$ 1,195,146	$ 1,556,800	$ (361,654)	$ 2,227,706	$ 1,468,092

BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - ELECTRIC DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2024, 2023, AND 2022

	KWH SOLD			REVENUE			AVERAGE REVENUE PER KWH		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	52,217,524	47,597,633	50,082,504	$ 6,342,941	$ 5,794,380	$ 6,323,422	$ 0.1215	$ 0.1217	$ 0.1263
Commercial	38,645,068	35,437,949	36,577,980	10,019,998	9,241,550	9,787,858	0.2593	0.2608	0.2676
Medium/Large Commercial	69,221,643	64,052,760	65,138,652	2,359,671	2,200,342	2,505,371	0.0341	0.0344	0.0385
Industrial	161,401,350	146,870,888	38,372,795	7,706,570	6,778,354	2,303,157	0.0477	-	-
City of Brainerd	1,972,859	1,797,043	1,802,851	346,350	316,929	331,455	0.1756	0.1764	0.1839
BPU	7,083,619	6,404,213	6,665,075	751,383	678,047	745,149	0.1061	0.1059	0.1118
Total	330,542,063	155,289,598	160,267,062	27,526,913	18,231,248	19,693,255	$ 0.0833	$ 0.1174	$ 0.1229
% Change From Previous Year	112.86%	-3.11%	NA	50.99%	-7.42%	NA	-29.07%	-4.46%	NA

	% TO TOTAL - KWH			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	15.80%	30.65%	31.25%	23.04%	31.78%	32.11%	6,956	6,955	6,943
Commercial	11.69%	22.82%	22.82%	36.40%	50.69%	49.70%	1,239	1,231	1,198
Medium/Large Commercial	20.94%	41.25%	40.64%	8.57%	12.07%	12.72%	67	67	65
Industrial	48.83%	94.58%	23.94%	28.00%	37.18%	11.70%	1	1	1
City of Brainerd	0.60%	1.16%	1.12%	1.26%	1.74%	1.68%	42	42	37
BPU	2.14%	4.12%	4.16%	2.73%	3.72%	3.78%	39	39	39
Total	100.00%	194.58%	123.94%	100.00%	137.18%	111.70%	8,344	8,335	8,283
% Change From Previous Year							0.11%	0.63%	NA

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

	December 31, 2024			Variance With Budget -	Year to Date December 31,	
	Current Month	Year to Date	Budget	Positive (Negative)	2023	2022
OPERATING REVENUES						
Utility Revenues						
Residential	$ 127,875	$ 1,612,863	$ 1,682,400	$ (69,538)	$ 1,525,198	$ 1,436,788
Commercial	130,303	1,668,074	1,470,000	198,074	1,294,936	1,435,236
City of Brainerd	7,495	126,041	138,000	(11,959)	131,253	117,092
BPU	5,915	94,483	96,000	(1,517)	100,668	82,793
Total Utility Revenue	271,588	3,501,461	3,386,400	115,061	3,052,055	3,071,909
Other Operating Revenue						
Penalties	2,629	27,918	20,400	7,518	23,185	18,870
Other	47,271	200,557	22,200	178,357	29,213	25,032
Total Other Operating Revenue	49,900	228,475	42,600	185,875	52,398	43,902
Total Operating Revenue	321,488	3,729,936	3,429,000	300,936	3,104,453	3,115,811
OPERATING EXPENSES						
Production						
Salaries and Wages	(30,785)	412,797	542,400	129,603	430,929	269,966
Operations and Maintenance	(3,946)	298,474	273,600	(24,874)	303,025	241,967
Employee Benefits	10,401	143,605	176,400	32,795	156,608	119,367
Other Charges	30	566	600	34	592	-
Depreciation	42,080	209,280	267,600	58,320	244,200	252,600
Total Production Expenses	17,780	1,064,722	1,260,600	195,878	1,135,354	883,900
Distribution						
Salaries and Wages	17,733	564,275	597,600	33,325	531,486	410,653
Operations and Maintenance	43,019	282,879	299,400	16,521	316,534	259,712
Employee Benefits	12,701	152,479	199,200	46,721	152,832	134,040
Other Charges	-	17,806	16,200	(1,606)	23,574	13,304
Depreciation	124,451	1,063,851	828,000	(235,851)	746,900	759,800
Total Distribution Expenses	197,904	2,081,290	1,940,400	(140,890)	1,771,326	1,577,509
General and Administrative						
Salaries and Wages	10,059	262,594	302,400	39,806	249,611	260,174
Operations and Maintenance	80,242	251,148	203,400	(47,748)	243,490	189,312
Insurance and Bonds	6,070	68,602	68,400	(202)	61,988	47,222
Employee Benefits	(28,412)	88,085	159,600	71,515	130,438	96,825
Other Charges	34,008	168,664	94,200	(74,464)	99,185	88,165
Depreciation	10,242	60,507	48,000	(12,507)	43,670	58,000
Total Gen. and Admin. Expenses	112,209	899,600	876,000	(23,600)	828,382	739,698
Total Operating Expenses	327,893	4,045,612	4,077,000	31,388	3,735,062	3,201,107
NET OPERATING INCOME (LOSS)	(6,404)	(315,677)	(648,000)	332,324	(630,609)	(85,296)
NONOPERATING REVENUE						
Interest Revenue - Investments	2,389	32,004	9,600	22,404	25,023	(32,730)
Local Option Sales Tax - Baxter	366,513	366,513	349,200	17,313	348,693	323,758
Bond Premium	14,430	129,822	147,600	(17,778)	135,497	275,682
Bond Issuance Costs	-	-	-			-
Interest Expense - Bonds	(26,211)	(307,393)	(302,400)	(4,993)	(263,499)	(326,630)
PERA Aid Revenue	19,035	19,035	-	19,035	-	-
Gain on Disposal of Capital Assets	-	832	-	832	-	11,157
Total Nonoperating Revenue	376,156	240,813	204,000	36,813	245,714	251,237
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS	369,752	(74,864)	(444,000)	369,137	(384,895)	165,941
CAPITAL CONTRIBUTIONS	-	-	-	-	-	-
CHANGE IN NET POSITION	$ 369,752	$ (74,864)	$ (444,000)	$ 369,137	$ (384,895)	$ 165,941

BRAINERD PUBLIC UTILITIES
OPERATING STATISTICS - WATER DEPARTMENT
FOR THE TWELVE MONTH PERIOD ENDED DECEMBER 31, 2024, 2023, AND 2022

	GALLONS SOLD			REVENUE			AVERAGE PER 1,000 GALLONS		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	160,415,814	148,689,296	167,363,585	$ 1,612,863	$ 1,484,988	$1,525,198	$ 10.05	$ 9.99	$ 9.11
Commercial	222,512,849	208,766,972	226,112,492	1,673,823	1,530,772	1,517,831	7.52	7.33	6.71
City of Baxter	50,537,000	50,537,000	1,545,000	214,775	214,113	9,026	4.25	4.24	-
Total	433,465,663	407,993,268	395,021,077	$ 3,501,461	$ 3,229,873	$3,052,055	$ 8.08	$ 7.92	$ 7.73
% Change From Previous Year	6.24%	3.28%	NA	8.41%	5.83%	NA	2.04%	2.46%	NA

	% TO TOTAL - GALLONS			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	37.01%	36.44%	42.37%	46.06%	45.98%	49.97%	4,079	4,080	4,061
Commercial	51.33%	51.17%	57.24%	47.80%	47.39%	49.73%	856	856	853
City of Baxter	11.66%	12.39%	0.39%	6.13%	6.63%	0.30%	1	1	1
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	4,936	4,937	4,915
% Change From Previous Year							-0.02%	0.45%	NA

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

	December 31, 2024			Variance With Budget - Positive	Year to Date December 31,	
	Current Month	Year to Date	Budget	(Negative)	2023	2022
OPERATING REVENUES						
Utility Revenues						
Residential	$ 145,364	$ 1,555,022	$ 1,506,000	$ 49,022	$ 1,333,892	$ 1,289,135
Commercial	69,552	1,006,875	820,200	186,675	737,377	679,716
Total Utility Revenue	214,916	2,561,897	2,326,200	235,697	2,071,269	1,968,851
Other Operating Revenue						
Penalties	3,822	37,770	27,600	10,170	28,475	24,785
Reimbursement of Expenses - Baxter	58,325	788,995	744,000	44,995	716,313	631,889
Other	41,894	49,035	6,000	43,035	182,671	7,283
Total Other Operating Revenue	104,041	875,800	777,600	98,200	927,459	663,957
Total Operating Revenue	318,957	3,437,697	3,103,800	333,897	2,998,728	2,632,808
OPERATING EXPENSES						
Treatment						
Salaries and Wages	(11,976)	392,488	412,800	20,312	398,503	441,927
Operations and Maintenance	141,707	904,365	967,800	63,435	938,961	738,759
Employee Benefits	11,925	143,514	145,200	1,686	117,999	124,386
Other Charges	3,293	14,636	39,600	24,964	27,502	40,618
Depreciation	119,200	1,430,400	1,416,000	(14,400)	1,287,000	1,386,300
Total Treatment Expenses	264,149	2,885,403	2,981,400	95,997	2,769,965	2,731,990
Lift Stations						
Salaries and Wages	(5,024)	91,061	145,200	54,139	79,632	124,770
Operations and Maintenance	20,459	161,621	189,600	27,979	166,030	158,922
Employee Benefits	3,199	38,467	52,800	14,333	29,797	41,920
Other Charges	-	51	2,400	2,349	3,484	1,613
Depreciation	(36,862)	216,138	268,800	52,662	244,200	254,100
Total Collection Expenses	(18,228)	507,338	658,800	151,462	523,143	581,325
General and Administrative						
Salaries and Wages	9,364	244,347	283,200	38,853	238,917	250,320
Operations and Maintenance	13,741	168,313	134,400	(33,913)	137,581	136,563
Insurance and Bonds	7,900	94,600	76,800	(17,800)	69,712	60,148
Employee Benefits	(29,590)	75,117	154,800	79,683	122,621	91,570
Other Charges	35,671	186,182	108,000	(78,182)	106,721	84,445
Depreciation and Amortization	7,748	48,114	34,800	(13,314)	31,568	41,300
Total Gen. and Admin. Expenses	44,834	816,673	792,000	(24,673)	707,120	664,346
Total Operating Expenses	290,755	4,209,414	4,432,200	222,786	4,000,228	3,977,661
NET OPERATING LOSS	28,202	(771,717)	(1,328,400)	556,683	(1,001,500)	(1,344,853)
NONOPERATING REVENUE						
Interest Revenue - Investments	33,947	398,727	54,000	344,727	185,299	(487,756)
Interest Revenue - Notes Receivable	7,600	104,659	92,400	12,259	95,470	108,405
Interest Expense - Bonds	(27,630)	(358,856)	(363,600)	4,744	(300,083)	(350,060)
Bond Premium	5,906	13,738	8,400	5,338	8,056	37,037
Local Option Sales Tax - Brainerd	(180,794)	1,425,681	1,472,400	(46,719)	1,309,213	1,294,976
Local Option Sales Tax - Baxter	87,963	87,963	73,200	14,763	92,528	77,742
Federal Grant Revenue - Build America Bond	5,100	91,095	62,400	28,695	47,467	71,458
PERA Aid Revenue	19,035	19,035	-	19,035	-	-
Gain (Loss) on Disposal of Capital Assets	-	-	-	-	-	-
Total Nonoperating Revenue	(48,873)	1,782,042	1,399,200	382,842	1,437,950	751,802
CHANGE IN NET POSITION	$ (20,671)	$ 1,010,325	$ 70,800	$ 939,525	$ 436,450	$ (593,051)

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

	GALLONS PROCESSED			REVENUE			AVERAGE PER 1,000 GALLONS		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	159,334,108	147,668,979	166,118,033	$ 1,555,022	$ 1,409,658	$ 1,333,892	$ 9.76	$ 9.55	$ 8.03
Commercial	170,075,670	157,452,177	153,404,042	1,006,875	937,323	737,377	5.92	5.95	4.81
City of Baxter	235,580,000	216,993,000	218,639,000	788,995	730,670	716,313	3.35	3.37	3.28
Total	564,989,778	522,114,156	538,161,075	$ 3,350,892	$ 3,077,651	$ 2,787,582	$ 5.93	$ 5.89	$ 5.18
% Change From Previous Year	8.21%	-2.98%	NA	8.88%	10.41%	NA	0.62%	13.80%	NA

	% TO TOTAL - GALLONS			% TO TOTAL - REVENUE			TOTAL METERS IN SERVICE		
	PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,			PERIOD ENDED DECEMBER 31,		
	2024	2023	2022	2024	2023	2022	2024	2023	2022
Residential	28.20%	28.28%	30.87%	46.41%	45.80%	47.85%	4,062	4,069	4,047
Commercial	30.10%	30.16%	28.51%	30.05%	30.46%	26.45%	836	903	901
City of Baxter	41.70%	41.56%	40.63%	23.55%	23.74%	25.70%	1	1	1
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	4,899	4,973	4,949
% Change From Previous Year							-1.49%	0.48%	NA

Brainerd Public Utilities, MN

Packet Summary Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 04/30/2025

Account Typ...	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1 - ELECTRIC						
Revenue	10,266,425.12	10,266,425.12	2,009,686.09	9,315,346.64	-951,078.48	9.26 %
Expense	9,728,107.20	9,728,107.20	1,825,535.01	7,760,344.39	1,967,762.81	20.23 %
Fund: 1 - ELECTRIC Surplus (Deficit):	**538,317.92**	**538,317.92**	**184,151.08**	**1,555,002.25**	**1,016,684.33**	**-188.86 %**
Fund: 2 - WATER						
Revenue	1,535,752.12	1,535,752.12	239,445.98	1,165,641.60	-370,110.52	24.10 %
Expense	1,594,465.24	1,594,465.24	133,307.88	633,908.51	960,556.73	60.24 %
Fund: 2 - WATER Surplus (Deficit):	**-58,713.12**	**-58,713.12**	**106,138.10**	**531,733.09**	**590,446.21**	**1,005.65 %**
Fund: 3 - WASTEWATER TREATMENT						
Revenue	1,765,160.32	1,765,160.32	266,955.66	2,216,139.25	450,978.93	25.55 %
Expense	1,724,916.36	1,724,916.36	91,232.31	489,685.53	1,235,230.83	71.61 %
Fund: 3 - WASTEWATER TREATMENT Surplus (Deficit):	**40,243.96**	**40,243.96**	**175,723.35**	**1,726,453.72**	**1,686,209.76**	**-4,189.97 %**
Fund: 4 - HYDRO DAM						
Revenue	4,398.24	4,398.24	0.00	0.00	-4,398.24	100.00 %
Expense	209,742.72	209,742.72	41,054.37	174,320.08	35,422.64	16.89 %
Fund: 4 - HYDRO DAM Surplus (Deficit):	**-205,344.48**	**-205,344.48**	**-41,054.37**	**-174,320.08**	**31,024.40**	**15.11 %**
Report Surplus (Deficit):	**314,504.28**	**314,504.28**	**424,958.16**	**3,638,868.98**	**3,324,364.70**	**-1,057.02 %**

Finance Manager notes:

Water revenues for this time period are under budget as is typical this time of the year. The annualized budget to actual numbers typically catch up over the summer months with irrigation.

Hydro revenues will be recorded when the December audit is completed.

Fund Summary

Fund	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
1 - ELECTRIC	538,317.92	538,317.92	184,151.08	1,555,002.25	1,016,684.33
2 - WATER	-58,713.12	-58,713.12	106,138.10	531,733.09	590,446.21
3 - WASTEWATER TREATMENT	40,243.96	40,243.96	175,723.35	1,726,453.72	1,686,209.76
4 - HYDRO DAM	-205,344.48	-205,344.48	-41,054.37	-174,320.08	31,024.40
Report Surplus (Deficit):	**314,504.28**	**314,504.28**	**424,958.16**	**3,638,868.98**	**3,324,364.70**

Brainerd Public Utilities
Calculation of Net Benefit of Hydro Generation
For the Year Ended December 31, 2025

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Total Hydro Generation - kWh	1,021,000	917,000	1,002,000										2,940,000
Station Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Line Loss %5 Estimate	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Generation	1,021,000	917,000	1,002,000	-	-	-	-	-	-	-	-	-	2,940,000
Blended AEP Cost	$ 0.06472	$ 0.07869	$ 0.08077										$ 0.0747
Calculated Full Benefit	66,079.12	72,158.73	80,931.54	-	-	-	-	-	-	-	-	-	219,169.39

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

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Total Hydro Generation - kWh	863,000	952,000	968,000	978,000	802,000	745,000	794,000	941,000	909,000	4,000	539,000	708,000	9,203,000
Station Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Line Loss %5 Estimate	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Generation	863,000	952,000	968,000	978,000	802,000	745,000	794,000	941,000	909,000	4,000	539,000	708,000	9,203,000
Blended AEP Cost	$ 0.07291	$ 0.07199	$ 0.07821	$ 0.08334	$ 0.08305	$ 0.08360	$ 0.07682	$ 0.07970	$ 0.07785	$ 0.08055	$ 0.06268	$ 0.07022	$ 0.0767
Calculated Full Benefit	62,921.33	68,534.48	75,707.28	81,506.52	66,606.10	62,282.00	60,995.08	74,997.70	70,765.65	322.20	33,784.52	49,715.76	708,138.62

Brainerd Public Utilities
Operations Managers Updates
April 29, 2025

Safety/Training

Monthly safety training covered Chain Saw safety. Training was provided by MMUA (Minnesota Municipal Utilities Association).

The MMUA Job Training and Safety committee (JTS) meet and plan the 2025 Overhead school curriculum in Marshall MN. More information can be provided upon request.

BPU had the opportunity to present at the Anderson Brothers' annual safety meeting once again. This two-day event was attended by over 200 Anderson Brothers staff members and CLC College students. This year's presentation allowed us to showcase our electrical safety trailer, which featured demonstrations of 2-foot arc faults, underground cable identification, the dangers of step potential, and a simulation of electrical contact through a human body using a grapefruit to represent the heart. Tyler Malloy, Brent Yaunick, Nick Carvelli, and Trent Hawkinson delivered the presentation.

Electric Department:

Star Energy has been contracted for this year's pole audit. This project will involve the inspection of approximately 600 poles in the southeastern portions of our service territory.

Mn Dot Permits for new construction of 9 poles in the Hwy 210 corridor have been approved. The project will help reduce our exposure to the narrow overhead construction currently on Wonderland Park by reducing the circuit to a single phase. The new construction will serve the Three phase load upon completion of this project.

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:

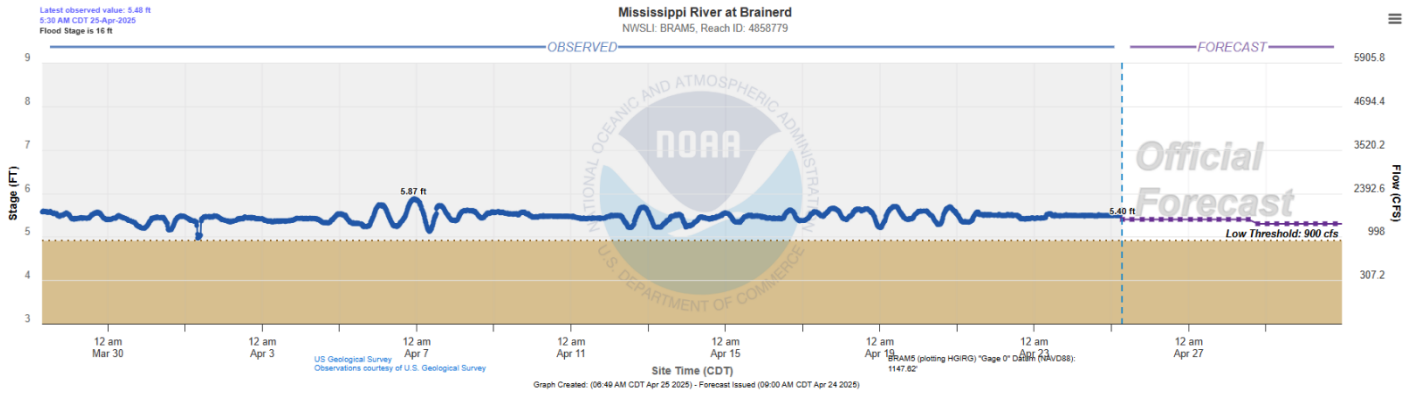
Staff met with hydraulic technicians from the US Geological Survey (USGS) to review the current calibration standards used at their station located inside the dam. We are also coordinating ongoing projects to monitor flow rates at the head of the dam to verify the accuracy of flow calculations. We will provide future updates on our progress.

The annual inspection by the FERC (Federal Energy Regulatory Commission) scheduled for April 9 has been postponed and rescheduled to August 13

Water conditions are favorable for staff to install warning buoys, barricades, debris screens, and docks. Weather permitting, this work will be performed in the next two weeks.

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.

Flows ranged from 1260-2210 CFS (cubic feet per second). 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.



Water Distribution:

Spring water distribution flushing is underway. 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.

The hydrant repair list from the 2024 leak survey has been completed. The oldest hydrant that was repaired was installed in 1931.

Watermain and BPU service line construction is under way in the alley between Quince St. and Rosewood St. on 15th Ave SE.

Update on Service line replacement for 2026. Brainerd Public Utilities (BPU) is actively working to meet the U.S. Environmental Protection Agency's (EPA) and Minnesota Department of Health (MDH) directive to remove all lead service lines from the nation's drinking water systems over the next 10 years. While BPU has not identified any lead service lines within our system. There are approximately 2,000 galvanized lines remaining in use. These lines are considered a priority for replacement under this directive.

Why Replace Galvanized?

1. Lead Particle Accumulation
   Galvanized steel pipes have a rough, reactive interior that can accumulate lead particles released from upstream lead pipes.
2. Delayed Lead Release
   Even after lead pipes are removed, galvanized pipes can act like a sponge, slowly leaching lead back into the water. This creates a persistent source of contamination, even when it seems like the source (the lead pipe) is gone.
3. Corrosion Risk
   Over time, galvanized pipes corrode, which can increase the chance of lead and other heavy metals leaching into the water.

To comply with the EPA and MDH replacement timeline, BPU plans to replace more than 200 service lines each year until all targeted lines have been addressed. The replacement of service lines will be completed at no cost to property owners. This includes the section from the water main to the curb stop (the BPU side), and from the curb stop to the water meter (the customer side). In 2026, BPU will focus on replacing customer side service lines from the curb stop to the water meter at properties where BPU has replaced galvanized lines (from the water main to the curb stop) during previous construction projects. This ensures full-line replacement in accordance with EPA and MDH guidelines. Residents do not need to apply or take any action. All funding is handled directly through BPU, State, and Federal programs. No money will be disbursed to individual residents, and there will be no out-of-pocket cost for this work.

				Water
Date	Acct	Address	General	Water Service interupptions
Column1	Column2	Column3	Column32	Column4
1/10/2025	04-52700	1523 13th Ave NE	NE	Water Main broke
1/20/2025	17-71600	701 7th St NW	NW	Leak on customer side
1/20/2025	01-30850	423 C St NE	NE	Valve broke/leak
1/20/2025	04-52100	1323 M St	NE	Water in crawl space
1/27/2025	05-59750	723 16th St SE	SE	Water in bsmt
1/28/2025	03-50500	705 6th Ave NE	NE	Water in crawl space & Neighbors back yard
1/21/2025	17-73200	702 Washington	Washington	
1/22/2025	905	1721 Graydon	South	
1/22/2025	906	619 6th St N	North	
1/27/2025	907	1323 M St	NE	
1/28/2025	505	307 8th St N	North	
1/29/2025	908	10096 Island Dr	Riverside	
1/31/2025	98	217 4th St NW	NW	
1/31/2025	12-51550	617 4th St N	North	

Other
Column5
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter/Pike paid for water meter
Meter stuck. Replace. N/C

				Water
Date	Acct	Address	Street	Water Service interupptions
Column1	Column2	Column3	Column32	Column4
2/3/2025	05-24400	1701 Maple	Maple St	
2/3/2025	04-54500	1224 15th Ave NE	15th Ave NE	
2/6/2025	05-56800	1023 Oak	Oak	Leak in house. Customer side
2/7/2025	04-42600	1309 O St NE	O St	
2/11/2025		922 9th Ave NE	9th Ave	wtr main leak
2/12/2025		1705 Maple	Maple St	
2/12/2025	12-25500	508 9th St N	9th St N	Leak in bsmt. Customer Side
2/12/2025	13-96300	301 Washington	Washington	
2/18/2025	02-41100	218 3rd Ave NE	3rd Ave	frozen water on line on customer side/did not have heat on
2/22/2025	18-35350	9303 Virginia St	Virginia	Waterservice line froze
2/24/2025	01-55500	112 F St NE	F St NE	
2/26/2025	16-14600	205 7th St SW	7th St SW	basment full of water. Internal problem

Other
Column5
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter
Frozen water meter
Froze water meter

w:water/water/interupptions froze etc list

				Water
Date	Acct	Address	General	Water Service interupptions
Column1	Column2	Column3	Column32	Column4
3/1/2025	04-30900	704	11th Ave NE	
3/12/2025	13-94700	12	Washington	
3/18/2025	06-12300	1816	Oak	Water off due to leak
3/27/2025			1302	Park St (Hydrant 115) approx 80-85

Other
Column5
Froze water meter. Needed heat
Froze water meter. Needed heat

w:water/water/interupptions froze etc list

Outages April

Date	Meters	Time	Location		Cause
Water interuptions					
28-Mar			700 block	S 9th Street	Water leak customer side
4-Apr			1500 block	9th Ave	Water leak customer side
8-Apr			1400 block	Wonderland Park Rd	Water leak customer side
9-Apr			1700 block	Laurel St	Hydrant Repair
19-Apr			1800 block	8th St s	Water leak customer side
21-Apr			300 block	Juniper	Water leak customer side
21-Apr			1100 block	4th Ave NE	Water leak customer side
Electric Interuptions					
1-Apr	1	2 hr 8 mn	Eagle view	Eagleveiw	excuvation, damaged wire, spliced and repaired
5-Apr	1	1 hr 19 min	1100 block	13th St Se	bad connectors
6-Apr	1	1 hr 1 min	1600 block	14th Ave Ne	bad connectors
3-Apr	1	1 hr 6 minutes	1200 block	St Hwy 210	customer secondary breaker
17-Apr	327	51 minutes	11000	Easy St	broken guy wire
18-Apr	1	30 minutes	700 block	NW 7th	new construction

Shared Standpipe

223 & 217 Washington One Stanpipe S00102200 3/25/2025

BRAINERD PUBLIC UTILITIES
8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401
Business Office: 218.829.8726 ■ ***Repair Service:*** 218.829.2193
www.bpu.org

Brainerd Public Utilities
Wastewater Manager's Report
April 2025

Lift Station
Continuous maintenance of wet wells, pumps, generators, and controls for the 17 lift stations. Cleaning and painting of main lift pumps and piping as time allows.

Wastewater Treatment Facility
On-call operator tested Wastewater Treatment Facility and lift stations SCADA alarms. Equipment maintenance. Cleaned boiler 1 fire tubes and waiting for replacement parts. Installed new compactor rotor, gearbox, screen trough and elbow in headworks. UV disinfectant system is ready to go. (April – October) Installed building identification signs on all wastewater buildings.

Biosolids
Working on the Minnesota Biosolids PFAS Strategy consisting of PFAS sampling, required actions include reduction efforts and communication. Preparing PFAS information letters to farmers/Landowners. On-going development of the Minnesota Biosolids PFAS Strategy program for the approved Biosolids application sites. Started applying biosolids week of April 21st.

Lab
Sent March 2025 Electronic Daily Monitoring Report. Sampled influent and effluent for copper, Influent and effluent PFOS. Storage tank 1 biosolids metals. 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 Alkalinity, Orthophosphate and sent to MDH. Collected the 15 required Coliform samples. Responded to 8 residential drinking water concerns from March18 -April 22, 2025.

River crossing
Working on final payment and landscaping approval.

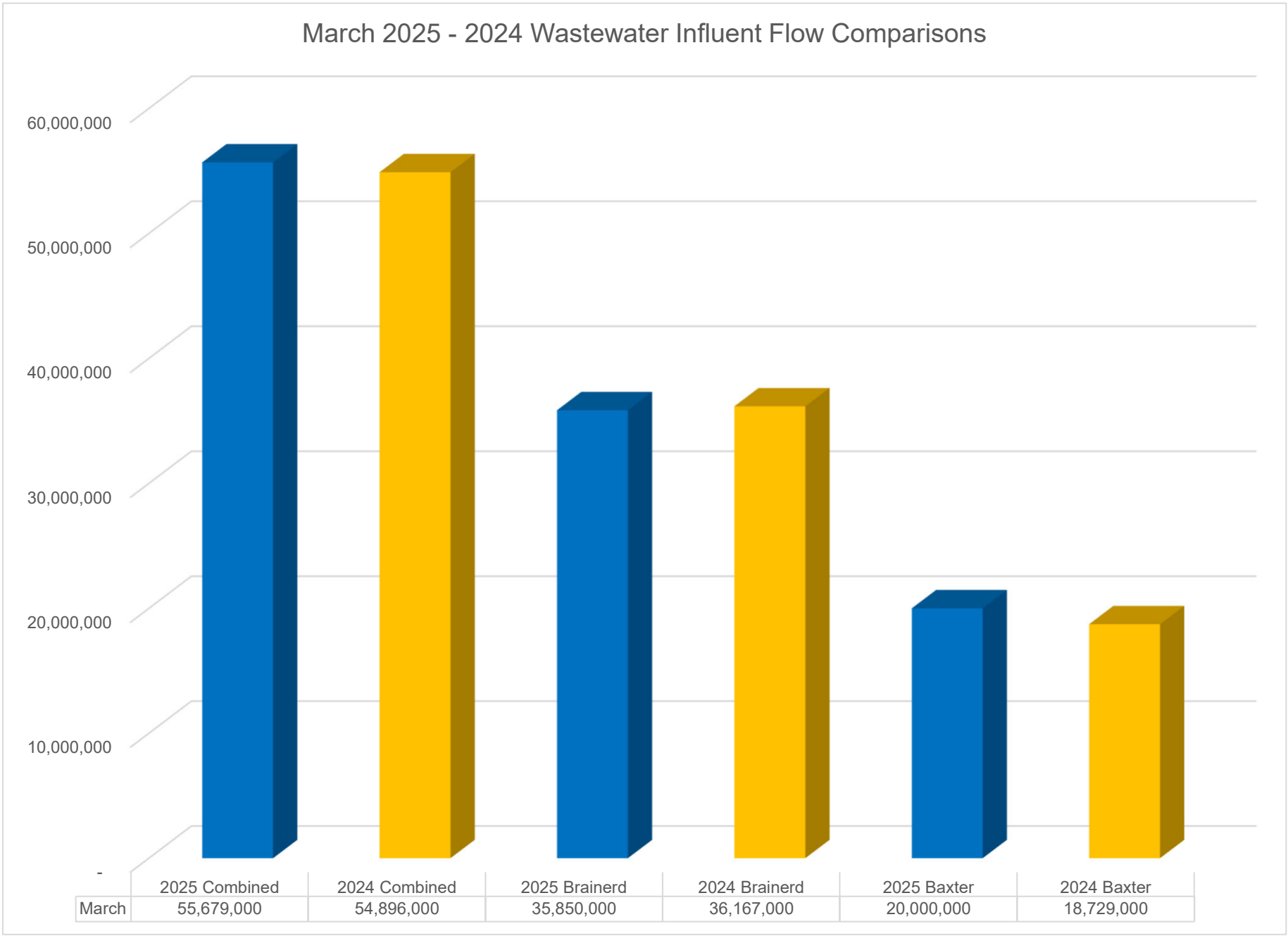
Generators
Test ran Evergreen Lift, Main Lift, SW6th Lift, portable 25KW, 150KW, 45KW and both plant generators. Added fuel where needed. Updating the portable generator Standard Operating Procedure books.

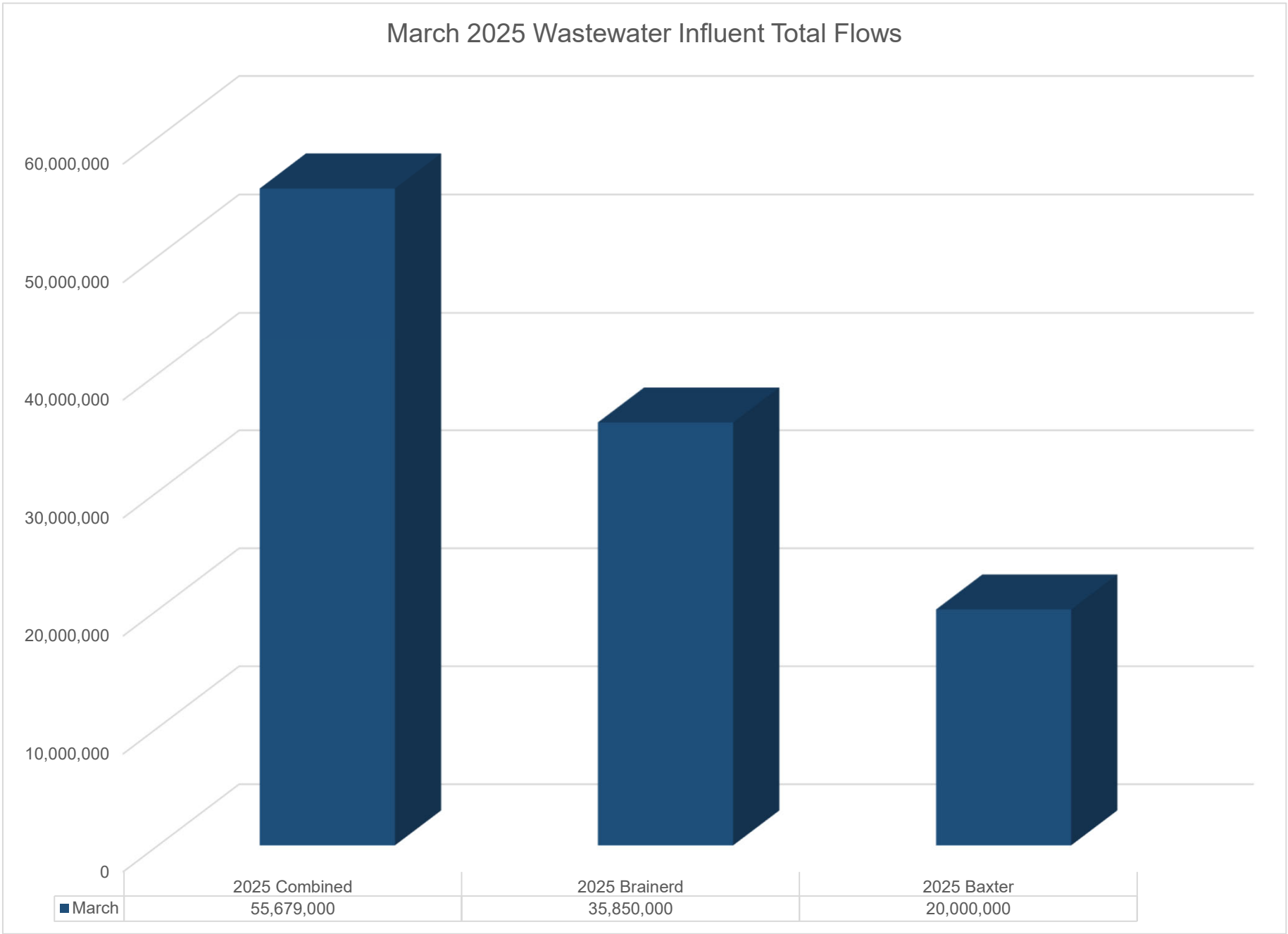
Personnel
Registered Operators that needed continuing education in 2025.

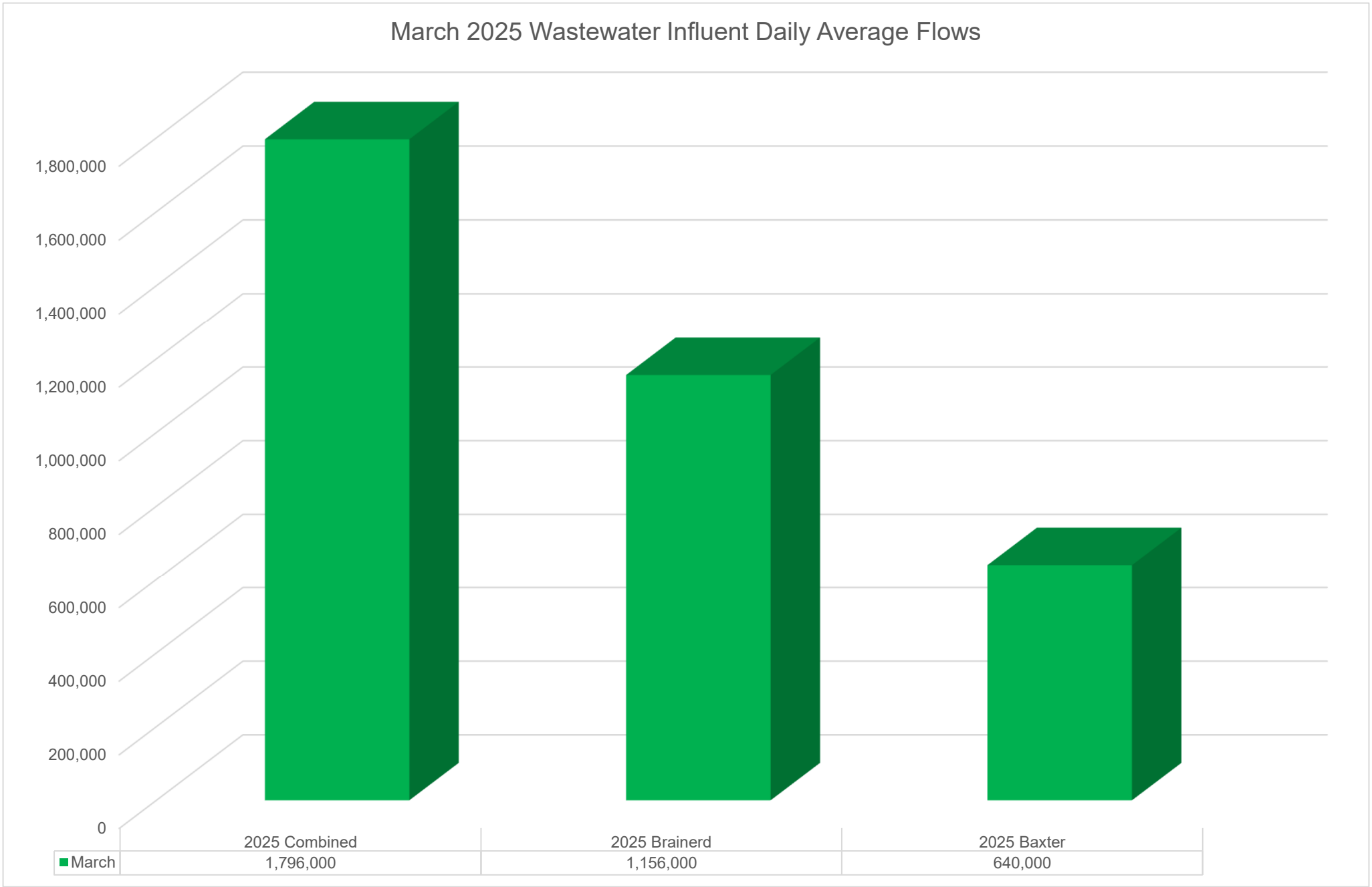
Chart Summary

March 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.

March 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


March 2025 - 2024 Wastewater Influent Flow Comparisons
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
-
2025 Combined
2024 Combined
2025 Brainerd
2024 Brainerd
2025 Baxter
2024 Baxter
March
55,679,000
54,896,000
35,850,000
36,167,000
20,000,000
18,729,000


March 2025 Wastewater Influent Total Flows
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
0
2025 Combined
2025 Brainerd
2025 Baxter
March
55,679,000
35,850,000
20,000,000


March 2025 Wastewater Influent Daily Average Flows
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
2025 Combined
2025 Brainerd
2025 Baxter
March
1,796,000
1,156,000
640,000

BRAINERD PUBLIC UTILITIES
8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401
Business Office: 218.829.8726 ■ ***Repair Service:*** 218.829.2193
www.bpu.org

Brainerd Public Utilities
Water Production Department Report
April 2025

March 2025 Water Pumping Statistics

Water pumped to the North distribution system was 29.284 MG for an average of 0.944 MGD. Water pumped to the South distribution system was 5.115 MG for an average of 0.165 MGD. Chemical usage averages for the month: 2.34 gallons of fluoride per day, 2.4 gallons of caustic soda per day, 7.29 gallons of orthophosphate per day, and 18.35 pounds of chlorine per day. 17 filter backwashes using an average of 0.211 million gallons for each backwash.

Wells

Thein Well service returned on April 7th, to start re-installing the pump, motor, and piping for Well # 6. On April 11th it was placed back in regular service. BPU staff had Thein evaluate a leak at the base of the pump discharge on well # 5. They determined some machining work and new seal material would be required. This was completed on April 11th and Well # 5 was placed back in regular service.

Filtration Plant

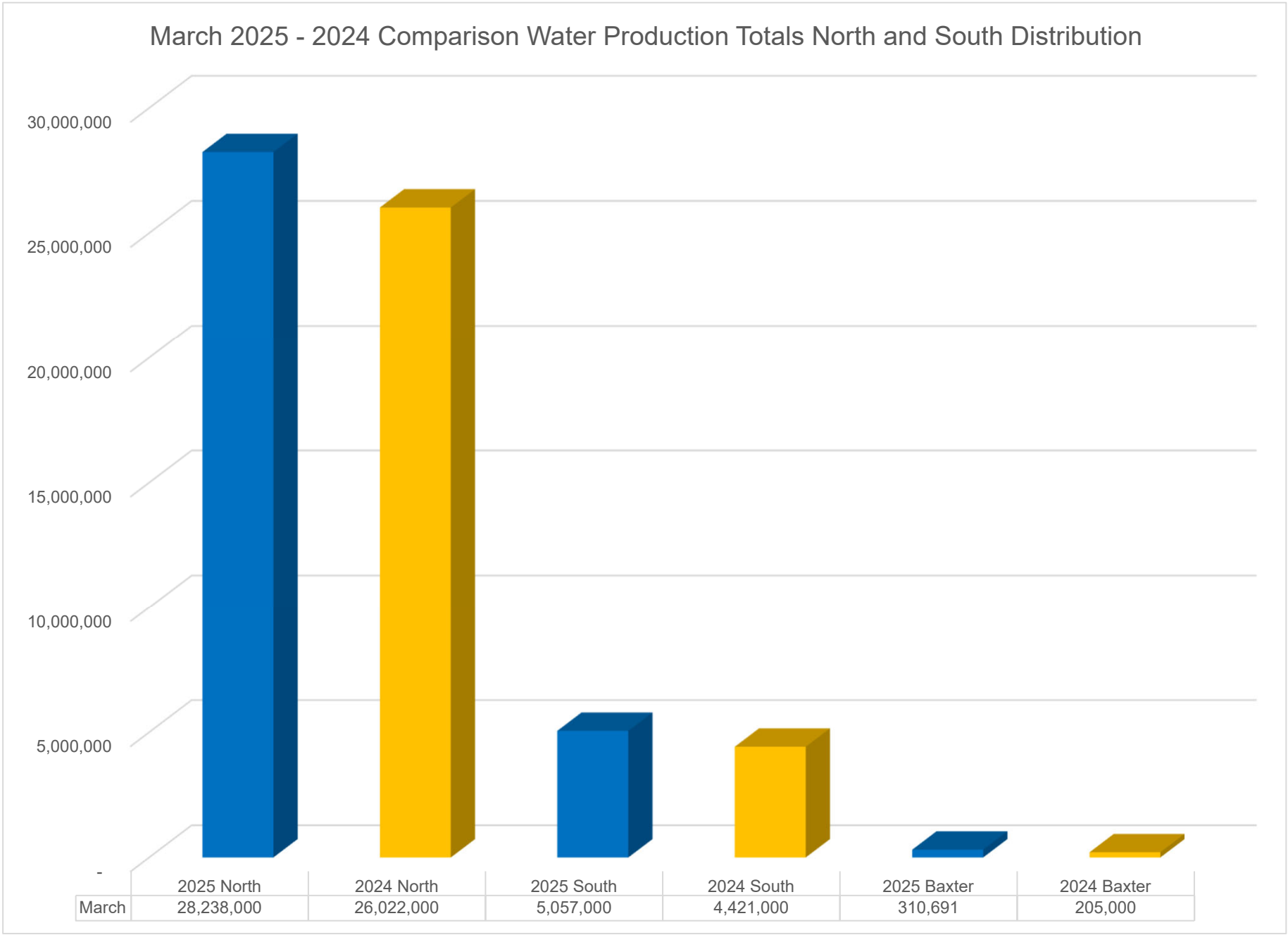
February 2025 daily test results for finished water averaged 94.6% removal of iron and 98.2% removal of manganese from the raw water concentration.

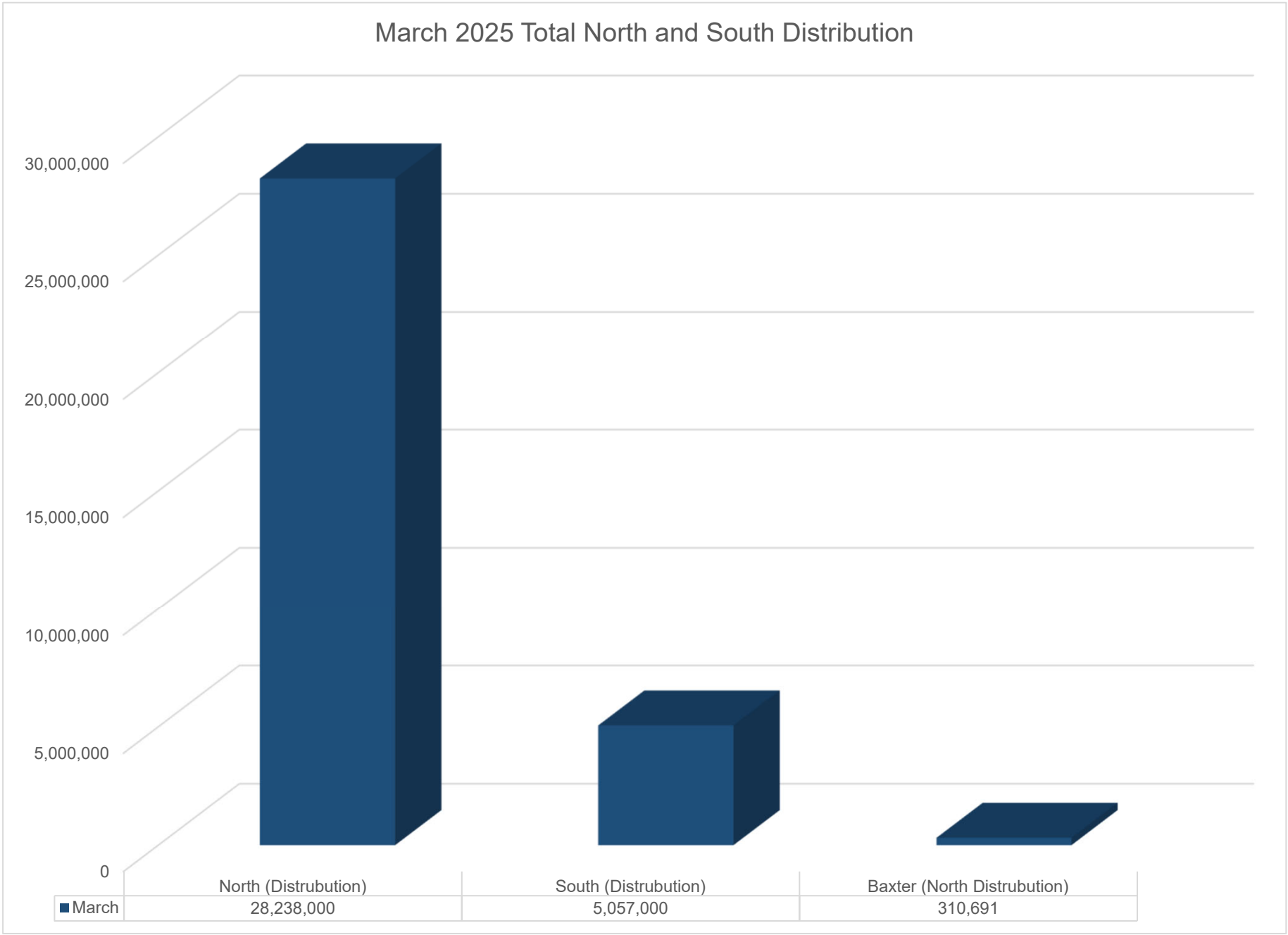
Booster Pump Stations

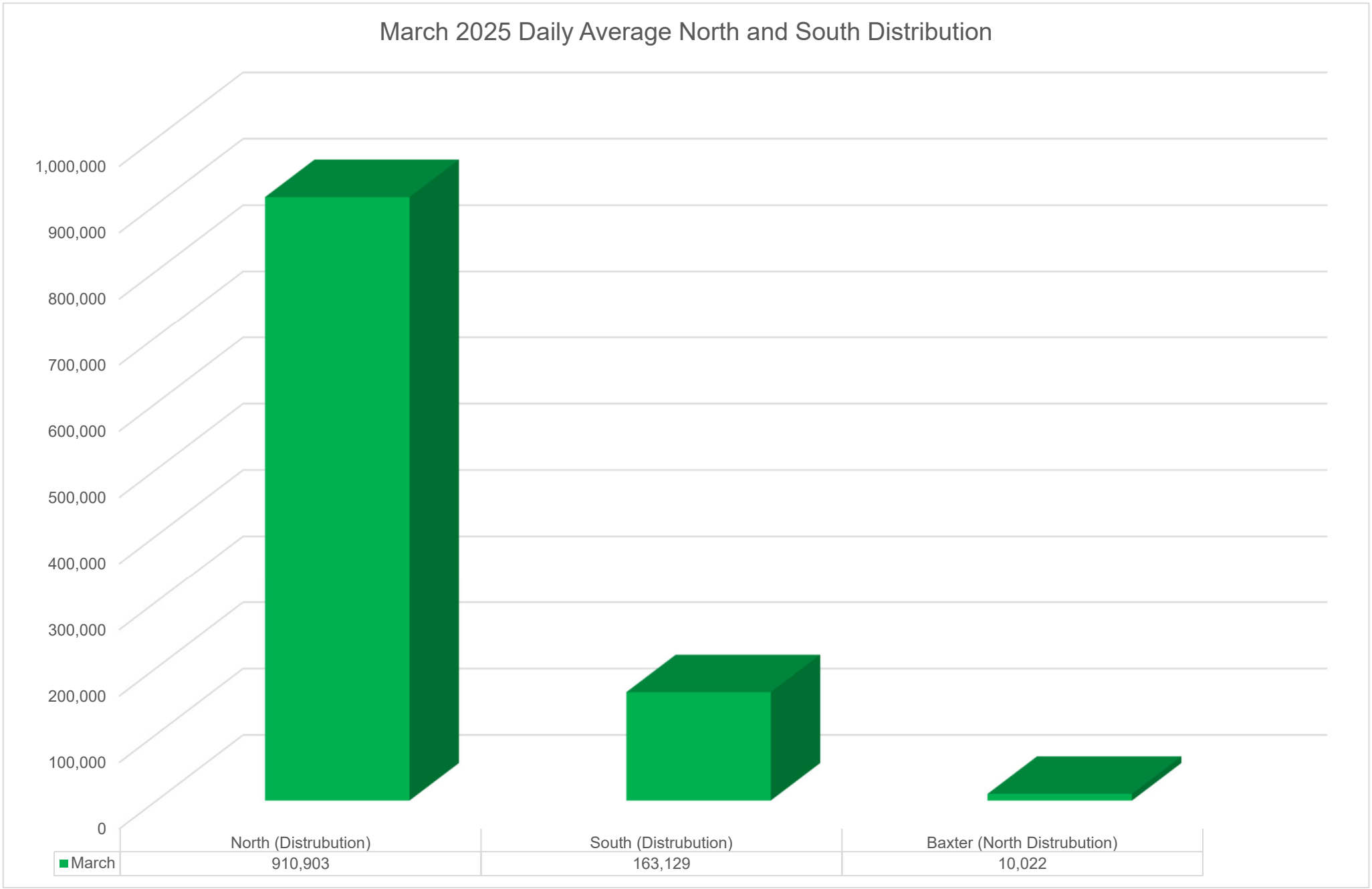
The heating system circulation pump failed at Riverside booster station. BPU staff is in the process of replacing the failed pump.

High Service Pumps

The South pressure zone check valve for High Service Pump # 2 was leaking back to the reservoir. BPU staff replaced failed internal parts and placed the pump back in service.


March 2025 - 2024 Comparison Water Production Totals North and South Distribution
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
-
2025 North
2024 North
2025 South
2024 South
2025 Baxter
2024 Baxter
March
28,238,000
26,022,000
5,057,000
4,421,000
310,691
205,000


March 2025 Total North and South Distribution
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
0
North (Distrubution)
South (Distrubution)
Baxter (North Distrubution)
March
28,238,000
5,057,000
310,691


March 2025 Daily Average North and South Distribution
1,000,000
900,000
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
0
North (Distrubution)
South (Distrubution)
Baxter (North Distrubution)
March
910,903
163,129
10,022