



PUBLIC UTILITIES COMMISSION AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, May 27, 2025 @ 9:00 AM

The public is invited to attend these meetings in person

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

1. **Call To Order**

2. **Roll Call**

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

3. **Pledge of Allegiance**

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

5. **Consent Calendar**

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

A. **Approval of Minutes**

B. **Approval of Bills**

C. **Approve payment of Minger Construction Pay Application 8 - \$72,972.17**

D. **Amend 2025 Schedule of Fees**

E. **Approve Waiver/Liability Release Form**

F. **Credit on Water/Wastewater Charge Request**

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. **CliftonLarsonAllen Audit Presentation**

A. **Audit Presentation**

8. **Commission Committee Reports**

- A. **Personnel Committee**
- B. **Finance/Operations Committee**
 - 1. Request for Proposal for Construction Management Contract - Reclaim Tank
 - 2. Discuss/Approve Credit Card Transaction Processor
- 9. **Unfinished Business**
(See attached separate memo regarding updates on unfinished business)
 - A. **Memo**
 - B. **Discuss Flaherty & Hood P.A. Lobbying Contract for Hydro Generation**
 - C. **Approve SCR lowest quote Main Lift Make Up Air Unit**
- 10. **New Business**
 - A. **Tower Mixer Quote**
 - B. **Discuss Brainerd Community Action Beautification Ideas**
- 11. **Staff Reports**
(Verbal: Any Updates since Packet)
 - A. **City Administrator Report**
 - B. **City 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 April 29, 2025.

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

Commission Roll Call

Mike Angland – Present

Dolly Matten – Present

Mark O'Day – Present

Mike Higgins – Present

Utility Staff Present

Finance Manager

Operation Manager

Water/Wastewater Manager

Business Office Supervisor

Recording Secretary

Danny Loch

Trent Hawkinson

Charlie Gammon

Jana Pernula

Becky Ridlon

Others in Attendance

City Administrator

HR Director

Public Works Director

Community Development Director

City Engineer

City Council Liaison

Bolton & Menk

Widseth

City of Baxter

Block Metrix

Block Metrix

Citizen

Nick Broyles

Kris Schubert

Mike Habighorst

James Kramvik

Jessie Dehm

Jeff Czczok

Morgan Salo, PE

Bill Westerberg, PE

Brad Chapulis

Clark Swanson

Ro Shirole

Brian Timmers

Commissioner Angland opened the meeting with the Pledge of Allegiance.

Approval of Agenda Items

Commissioner Matten requested to pull item C. Sign/Approve Rotary Solar Project Construction Contract for discussion and that it be moved after public forum.

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.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

April 29, 2025

Approval of Consent Items

Motion by Commissioner Matten and seconded by Commissioner Higgins to approve the minutes from March 25th, 2025, regular monthly meeting, current month's bills and to approve sale of surplus item – Dodge Durango on the state auction website. There was a unanimous roll call vote in favor of the motion. Motion carried.

Public Forum

None

Sign/Approve Rotary Solar Project Construction Contract

Commissioner Matten asked who drafted the agreement and if the City Attorney had yet to review the contract. Hawkinson confirmed Wolf Track Energy LLC drafted the agreement and that if concerns were sent over, we can send them to the city attorney. Staff directions were to send the contract to the City attorney for review.

Approve/Deny BlockMetrix Purchased Power Agreement Extension - See board packet for agenda request.

Finance Manager Danny Loch opened the presentation then passed to Clark Swanson via Phone conference call and Ro Shirole from Blockmetrix to present their request for an extension on the purchased power agreement.

Discussion occurred related to the extension, why it was needed, and whether an additional extension might be needed in the future. BlockMetrix answered the requests of Commission and Commission directed staff to schedule a joint meeting with the Economic Development Commission and Brainerd City Council to discuss, and that the discussion not include BlockMetrix at this time and that an additional meeting with BlockMetrix be scheduled subsequent to all governing bodies coming to a decision.

Commission Committee Reports

Personnel

No meetings occurred, however, discussion included Matten requesting clarity with what the committee's roles and responsibilities are with a clear definition of what the committee's roles are supposed to do. Angland did agree clarification would be appreciated and requested a review of the organizational chart should be reviewed and to make sure everyone on the personnel committee is on the same page.

Discussion on the interim director followed, O'Day would like to hold off on hiring an interim director. Broyles would like to meet and go over this recommendation with the personnel committee. The Personnel Committee, HR, and City Administrator will meet after the commission meeting to discuss it.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

April 29, 2025

Finance/Operations Committee

Approve 5-year Rate Plan

Motion by Commissioner O'Day and seconded by Commissioner Matten to approve the next 2 rate increases with a 6-month review of the rate plan. Discussion occurred.

Discussion included:

- Higgins said he would like to approve the four adjustments total of 24 months, noting that with his research BPU is the cheapest in the whole state. As a business owner he would like to be able to plan at least the next 2 years of rate changes, with those adjustments BPU would still be the lowest in the state with current rates.
- O'Day said presently we are at \$.086 and even with the 10% increase we would be below 9 cents. O'Day amended his motion, seconded by Matten to approve the next four adjustments with a 6-month review of the rate plan.

Motion by Commissioner O'Day and seconded by Commissioner Matten to amend the original motion and approve the next 4 rate increases with a 6-month review of the rate plan. There was a unanimous vote in favor of the motion. Motion carried.

Approve Bolton & Menk Quote – Wastewater Facility Plan

Motion by Commissioner Higgins and seconded by Commissioner Matten to Accept the original quote submitted by Bolton & Menk inc. not to exceed \$468,480. There was a unanimous vote in favor of the motion. Motion carried.

Discussion included:

- Higgins does not like the price, but a sense of urgency is needed to move forward.
- City of Baxter Brad Chapulis stated they support this Wastewater Facility Plan.

Approved Dying to Film Quote - \$3,200 Hydro tour video - See board packet for agenda request.

Finance Manager Danny Loch presented the quote; Commissioner Higgins expressed his interest in the Hydro Dam and is excited to see it in video form for advertising and marketing purposes.

Motion by Commissioner Higgins and seconded by Commissioner O'Day to Accept Dying to Film Quote of \$3,200 for hydro tour video as part of the \$5,000 promotional video budget. There was a unanimous vote in favor of the motion. Motion carried.

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

April 29, 2025

Approve Credit Card Transaction Fee- See board packet for agenda request. Discussion occurred.

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

Ratify Project Priority List Submission for Water- See board packet for agenda request.

Finance Manager Danny Loch presented.

Motion by Commissioner O'Day and seconded by Commissioner Higgins to accept Bolten & Menk project priority listing submission for water. There was a unanimous vote in favor of the motion. Motion carried.

Approve Budget Amendment -Evergreen Lift station Pumps- See board packet for agenda request.

Finance Manager Danny Loch presented.

Discussion included.

- Higgins said Water/Wastewater Manager Charlie Gammon did an excellent job of being initiative-taking with all the work that went into this project.
- Matten asked Gammon about the quotes and if all the charges are on the quote. Gammon stated that he has tried to get everything in writing with the quotes.

Motion by Commissioner Higgins and seconded by Commissioner O'Day Approve budget amendments an increase of \$135,727 in 2025 and a reduction of \$100,000 in 2026 and 2027 and move forward with the lowest quotes from Quality Flow for the pumps and DeZurik equipment for gate valve and check valve replacement. There was a unanimous vote in favor of the motion. Motion carried.

Direction Requested on Hydro Generation Project Funding

Operation Manager Trent Hawkinson presented.

Discussion included.

- Higgins got some feedback from some political people from the presentation Hawkinson and Evans presented at the Capitol, and said it was well received. Higgins would recommend moving forward and figure out the cash flow for the generators.
- O'Day asked Hawkinson if we need to get bids on this project? Hawkinson said we need to go out to get procurements on the generator specs we want to install for when they fit best for our facility.

Loch stated the Commission needs to decide whether to bond for the project. That would require a recommendation to the City Council, and if the Commission does not want to bond in for the project, then we will have to go back to the drawing board and produce a new plan. Higgins wants to find out how much money we will need to put down to move forward and make a more informed decision. Loch noted we

BRAINERD PUBLIC UTILITIES COMMISSION MEETING

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can check on how much money is needed to be down to move forward. The recommendation is to move forward on one generator present to the City Council Meeting to get their feedback.

New Business

Discuss Draft 10-Year-CIP-2026-2035 -See board packet for agenda request.

City Engineer Jessie Dehm Presented.

Discussion included.

- Higgins said his understanding of how the money flows between BPU and the City according to the charter BPU oversees electric, water, lift stations and waste treatment plant and wanted clarification.
- Loch stated part of the engineering water infrastructure for this project is in the BPU budget for the street side.

Staff Reports

City Administrator Report

- Administrator Broyles reported that the city council had a productive work group at the council meeting, council members talked about parks, economic development, staffing infrastructure, and utility distribution and had many innovative ideas. The work group is making a priorities list and continuously working on the betterment of our community.

City Council Liaison Report

- Czczok thanked Broyles for giving an update on the work group meeting.
- Some of the highlights from that work group included a priority list, Infrastructure was high on the list.

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

Manager's Reports

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

- Audit update: the audit is complete, and the representation letter needs a signature from Angland, and a few minor adjustments needed for the presentation at next month's meeting.

Operations Manager Report - see board packet for report.

- *Wanted to thank some staff-Tyler, Brent, and Nick for helping with the safety presentation for Anderson Brothers, this presentation was well received.*
- Private service lines project we will be facilitating all the work to be done. Only public funding for two years is currently available.

Water/Wastewater Manager Report- see board packet for report.

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Commission Members – Report

Commissioner Higgins reported on the following:

- Mentioned the value of updating or improving infrastructure, i.e. roads/trails/sidewalks/waterlines adds per capita income and value to the City. Looking ahead, continued investments in road repairs and waterline upgrades between BPU and the City will play a crucial role in supporting further economic growth.

Commissioner Angland reported on the following:

- Asked if Bolton & Menk, Morgan Salo, could email a summary to the Joint Wastewater Board and Commission on the outcome of the quote.

Commissioner Matten reported on the following:

- None

Commissioner O'Day reported on the following:

- None

Adjournment

Motion by Commissioner Matten and seconded by Commissioner Higgins to adjourn the meeting and adjourn to wastewater management board meeting, there was a unanimous vote in favor of the motion. Motion carried at 11:10 AM.

Mike Angland, Commission President

Danny Loch, Finance Manager/Secretary



Brainerd Public Utilities, MN

Board Packet Check Report

By Check Number

Date Range: 04/26/2025 - 05/22/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP2-BREMER BANK						
00140	AEP ENERGY PARTNERS, INC.	05/20/2025	EFT	0.00	1,424,975.53	239
175-2155062	Invoice	05/19/2025	Invoice Period: 04/01/2025-04/30/2025	0.00	1,424,975.53	
07343	Gridiron Generation HoldCo, LLC	05/20/2025	EFT	0.00	91,846.09	240
INV-0670	Invoice	05/19/2025	Invoice Period: 04/01/2025-04/30/2025	0.00	91,846.09	
00670	BARR ENGINEERING CO	04/29/2025	Regular	0.00	4,520.00	83673
23181016.08-12	Invoice	04/29/2025	BPU Powerhouse Units 4 & 6 Upgrades	0.00	3,498.00	
23181016.09-1	Invoice	04/29/2025	Support for Hydro Project: Work Order Ag...	0.00	1,022.00	
09192	Dycom Industries, Inc.	04/29/2025	Regular	0.00	9,632.00	83674
304772	Invoice	04/29/2025	Boring: 16111 Tamarac Trail	0.00	2,380.00	
304774	Invoice	04/29/2025	Boring: 16127 Tamarac Trail	0.00	3,430.00	
304901	Invoice	04/29/2025	Boring: 11287 Eagleview Drive	0.00	3,822.00	
06190	MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	04/29/2025	Regular	0.00	905.00	83675
66168	Invoice	04/29/2025	Northwaest Lineman Tuition/Module 2: N...	0.00	755.00	
66172	Invoice	04/29/2025	Drug & Alcohol Testing Consortium Fees	0.00	150.00	
05238	MITCH LACHELT	04/29/2025	Regular	0.00	119.98	83676
04/18/2025-Safe...	Invoice	04/29/2025	Reimburse Safety Boots @ 50%	0.00	119.98	
07335	OFFICE SHOP	04/29/2025	Regular	0.00	276.66	83677
AR1911342	Invoice	04/29/2025	Copier Lease: 20079 / C130479-001	0.00	276.66	
00497	AUTO VALUE	05/09/2025	Regular	0.00	125.52	83691
182096872	Invoice	05/09/2025	PUR APRIL AUTOVALUE / RSC INVOICES	0.00	84.40	
182096889	Invoice	05/09/2025	PUR APRIL AUTOVALUE / RSC INVOICES	0.00	41.12	
10188	ALPENGLOW TECHNOLOGIES, LLC	05/12/2025	Regular	0.00	400.00	83694
11518	Invoice	05/12/2025	Monthly IT Billing: 05/2025	0.00	400.00	
00780	BLAEDC	05/12/2025	Regular	0.00	30.00	83695
AM 137	Invoice	05/12/2025	BLAEDC Annual Meeting: D. Loch	0.00	30.00	
08811	BNSF RAILWAY COMPANY	05/12/2025	Regular	0.00	12,642.77	83696
23007512	Invoice	05/12/2025	Contract #40545377 - Land Lease	0.00	12,642.77	
00820	BOLTON & MENK, INC.	05/12/2025	Regular	0.00	1,069.00	83697
0361293	Invoice	05/12/2025	Water Treatment Improvements: 03/15/2...	0.00	1,069.00	
01805	CENTERPOINT ENERGY	05/12/2025	Regular	0.00	1,894.11	83698
8000014432-1-04...	Invoice	05/12/2025	MONTHLY GAS BILL - WTR PROD/WTR DIS...	0.00	1,894.11	
02025	CITY OF BRAINERD	05/12/2025	Regular	0.00	183,088.94	83700
04/2025-Mill Rate	Invoice	05/12/2025	MONTHLY TRANSFER: 04/2025	0.00	59,896.38	
04/30/2025-San/...	Invoice	05/12/2025	SANITARY/STORM SWR BILLING/COLLECT...	0.00	123,192.56	
02025	CITY OF BRAINERD	05/16/2025	Regular	0.00	-183,088.94	83700
02210	CLIFTONLARSONALLEN, LLP	05/12/2025	Regular	0.00	10,232.25	83701
L251233006	Invoice	05/12/2025	AUDIT FEES: 2024 Audit	0.00	10,232.25	
02716	CROW WING COUNTY	05/12/2025	Regular	0.00	11,958.48	83702
81090501-2025	Invoice	05/12/2025	SOLAR ENERGY PRODUCTION TAX STATE...	0.00	11,958.48	
10301	Danny Loch	05/12/2025	Regular	0.00	75.15	83703
04/29/25-Reimbu...	Invoice	05/12/2025	Reimburse: Hydro Conference/Meeting Ex...	0.00	75.15	

Board Packet Check Report

Date Range: 04/26/2025 - 05/22/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10301	Danny Loch	05/16/2025	Regular	0.00	-75.15	83703
03295	DYLAN FERRARI	05/12/2025	Regular	0.00	85.00	83704
05/06/2025-Rei...	Invoice	05/12/2025	Reimburse: DOT/CDL Physical	0.00	85.00	
03321	FIRST IMPRESSION PRINTING	05/12/2025	Regular	0.00	1,439.80	83705
93994	Invoice	05/12/2025	PRINTING/PUBLISHING FORMS: DW Report	0.00	1,385.80	
93996	Invoice	05/12/2025	PRINTING/PUBLISHING FORMS: Business ...	0.00	54.00	
04580	IP NETWORKS, INC.	05/12/2025	Regular	0.00	8,600.00	83706
20258505	Invoice	05/12/2025	Fortinet Co-Term Maint. Renewal: 7/1/25-...	0.00	8,600.00	
05158	KRAMER LEAS DELEO, P.C.	05/12/2025	Regular	0.00	189.00	83707
08225B	Invoice	05/12/2025	Restake 3 pipes	0.00	189.00	
05530	LEAGUE OF MN CITIES INS. TRUST WC	05/12/2025	Regular	0.00	127,237.40	83708
40001339-P&C Q...	Invoice	05/12/2025	Prop/Casualty Insurance.: 40001339 Q1 &...	0.00	127,237.40	
05238	MITCH LACHELT	05/12/2025	Regular	0.00	85.00	83709
05/09/2025 -Rei...	Invoice	05/12/2025	Reimburse: DOT/CDL Physical	0.00	85.00	
07335	OFFICE SHOP	05/12/2025	Regular	0.00	1,404.51	83710
1153432-0	Invoice	05/12/2025	Office Supplies: Toner	0.00	607.42	
1153719-0	Invoice	05/12/2025	Office Supplies	0.00	146.67	
336052-0	Invoice	05/12/2025	COPIER/PRINTER MAINTENANCE: Business..	0.00	144.23	
336181-0	Invoice	05/12/2025	COPIER/PRINTER MAINTENANCE: Repair/...	0.00	506.19	
07339	ONLINE INFORMATION SERVICES, INC.	05/12/2025	Regular	0.00	467.68	83711
1322440	Invoice	05/12/2025	ONLINE UTILITY EXCHANGE REPORT: 04/2...	0.00	467.68	
08410	SCR-NORTHERN	05/12/2025	Regular	0.00	3,130.78	83712
W54177	Invoice	05/12/2025	Cooling 1 Maint. / Check CO & NOX Sensors	0.00	2,491.91	
W54190	Invoice	05/12/2025	Vav Actuator: Spare to leave onsite	0.00	638.87	
08789	Spencer Fane LP	05/12/2025	Regular	0.00	880.00	83713
1395666	Invoice	05/12/2025	Large Power Agreements	0.00	880.00	
08805	STAR ENERGY SERVICES, LLC	05/12/2025	Regular	0.00	7,888.82	83714
24605	Invoice	05/12/2025	Pole Inspection/Testing: 2025	0.00	7,888.82	
09728	WASTE PARTNERS	05/12/2025	Regular	0.00	1,534.40	83715
54X14979	Invoice	05/12/2025	TRASH/RECYCLING SERVICE: ACCT#242053	0.00	1,534.40	
09948	WIDSETH SMITH NOLTING & ASSOC., INC	05/12/2025	Regular	0.00	9,280.00	83716
237676	Invoice	05/12/2025	Prelim Design, Facility Plan, & Enviro Repo...	0.00	9,280.00	
02025	CITY OF BRAINERD	05/16/2025	Regular	0.00	183,088.94	83717
04/2025-Mill Rate	Invoice	05/12/2025	MONTHLY TRANSFER: 04/2025	0.00	59,896.38	
04/30/2025-San/...	Invoice	05/12/2025	SANITARY/STORM SWR BILLING/COLLECT...	0.00	123,192.56	
10301	Danny Loch	05/16/2025	Regular	0.00	75.15	83718
04/29/25-Reimbu...	Invoice	05/12/2025	Reimburse: Hydro Conference/Meeting Ex...	0.00	75.15	
00105	ACE HARDWARE-BRAINERD	05/19/2025	Regular	0.00	86.46	83733
331833	Invoice	05/19/2025	PUR APRIL ACE INVOICES 02	0.00	11.51	
331878	Invoice	05/19/2025	PUR APRIL ACE INVOICES 02	0.00	19.19	
331985	Invoice	05/19/2025	PUR APRIL ACE INVOICES 02	0.00	39.19	
331994	Invoice	05/19/2025	PUR APRIL ACE INVOICES 02	0.00	16.57	
00315	AMERICAN STEEL INC	05/19/2025	Regular	0.00	990.00	83734
125272	Invoice	05/19/2025	PUR APRIL AMERICAN STEEL INC	0.00	990.00	
00337	AMERICAN WELDING & GAS INC	05/19/2025	Regular	0.00	58.29	83735
0010807864	Invoice	05/19/2025	PUR APRIL AWG INVOICES	0.00	18.16	
0010837226	Invoice	05/19/2025	PUR APRIL AWG INVOICES	0.00	40.13	
00735	Best Oil, LLC	05/19/2025	Regular	0.00	4,034.93	83736

Board Packet Check Report

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10003	Invoice	05/19/2025	PUR APRIL BEST OIL INVOICES 02	0.00	722.40	
10004	Invoice	05/19/2025	PUR APRIL BEST OIL INVOICES 02	0.00	1,148.33	
10037	Invoice	05/19/2025	PUR APRIL BEST OIL INVOICES 02	0.00	724.20	
40062	Invoice	05/19/2025	PUR APRIL BEST OIL INVOICES 02	0.00	507.00	
40063	Invoice	05/19/2025	PUR APRIL BEST OIL INVOICES 02	0.00	933.00	
00825	BORDER STATES ELECTRIC	05/19/2025	Regular	0.00	18,761.23	83737
930211986	Credit Memo	04/24/2025	Credit Memo: Ins. Cover - Invoice 927901...	0.00	-336.00	
930261161	Invoice	05/19/2025	INV SUBSTATION SWITCH	0.00	19,097.23	
03275	FASTENAL COMPANY	05/19/2025	Regular	0.00	89.00	83738
MNBAX273369	Invoice	05/19/2025	PUR APRIL FASTENAL INVOICES	0.00	89.00	
03282	FERGUSON WATERWORKS #2518	05/19/2025	Regular	0.00	629.25	83739
0544495	Invoice	05/19/2025	PUR HYDRANT PART #35 MAIN VALVE	0.00	629.25	
04708	JIM JOLLY SALES, INC.	05/19/2025	Regular	0.00	5,154.51	83740
JJS36425	Invoice	05/19/2025	PUR CENTRAL JIM JOLLY	0.00	5,154.51	
05625	LOCATORS & SUPPLIES, INC.	05/19/2025	Regular	0.00	1,808.02	83741
0320294-IN	Invoice	05/19/2025	PUR GREEN FORCE MAIN MARKERS	0.00	605.63	
0320326-IN	Invoice	05/19/2025	PUR LOCATE FLAGS	0.00	1,202.39	
05976	MIDWEST MACHINERY CO.	05/19/2025	Regular	0.00	103.76	83742
10427446	Invoice	05/19/2025	PUR APRIL MIDWEST MACHINERY INVOIC...	0.00	103.76	
06266	MINNESOTA VALLEY TESTING LABS	05/19/2025	Regular	0.00	2,398.75	83743
1302170	Invoice	05/19/2025	PUR APRIL MVTL INVOICES 02	0.00	117.00	
1302717	Invoice	05/19/2025	PUR APRIL MVTL INVOICES 02	0.00	1,260.00	
1303001	Invoice	05/19/2025	PUR APRIL MVTL INVOICES 02	0.00	1,021.75	
06790	NAPA AUTO PARTS BAXTER	05/19/2025	Regular	0.00	116.40	83744
794751	Credit Memo	04/24/2025	Credit: Fuel/Oil Filters	0.00	-121.31	
800658	Invoice	05/19/2025	PUR APRIL NAPA INVOICES 02	0.00	237.71	
07292	NUSS TRUCK & EQUIPMENT, INC.	05/19/2025	Regular	0.00	200.84	83745
PSO198363-1	Invoice	05/19/2025	PUR APRIL NUSS INVOICES	0.00	200.84	
10225	POMP'S TIRE SERVICE INC.	05/19/2025	Regular	0.00	303.09	83746
2280008074	Invoice	05/19/2025	PUR APRIL POMPS TIRE INVOICE	0.00	303.09	
08058	RESCO	05/19/2025	Regular	0.00	2,278.96	83747
3067786	Credit Memo	05/12/2025	Original Invoice: 3064683	0.00	-4,092.36	
3067790	Invoice	05/12/2025	Revised Invoice: P25-4268	0.00	3,966.58	
3070044	Invoice	05/19/2025	01-M0960	0.00	2,404.74	
08410	SCR-NORTHERN	05/19/2025	Regular	0.00	3,390.20	83748
W54181	Invoice	05/19/2025	PUR APRIL SCR INVOICES	0.00	453.00	
W54182	Invoice	05/19/2025	PUR APRIL SCR INVOICES	0.00	151.00	
W54230	Invoice	05/19/2025	PUR SCR WALKER M# EB6/700 N25-138	0.00	2,786.20	
00340	Vestis Group, Inc.	05/19/2025	Regular	0.00	33.81	83749
2530396506	Invoice	05/19/2025	PUR APRIL VESTIS INVOICES	0.00	33.81	
09663	VIKING ELECTRIC SUPPLY, INC	05/19/2025	Regular	0.00	594.99	83750
S009075400.005	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	20.63	
S009086070.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	61.96	
S009086070.002	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	46.08	
S009094240.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	61.14	
S009094437.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	107.40	
S009095791.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	50.64	
S009099360.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	99.08	
S009102479.001	Invoice	05/19/2025	PUR APRIL VIKING INVOICES EOM	0.00	148.06	
09899	WESCO RECEIVABLES CORP	05/19/2025	Regular	0.00	15,380.25	83751

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Date Range: 04/26/2025 - 05/22/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
540471	Invoice	05/19/2025	INV EU1430 COUPLERS	0.00	376.65	
543023	Invoice	05/19/2025	PUR HAPCO POLE & BASE COLLEGE DR	0.00	1,842.00	
545722	Invoice	05/19/2025	INV M0970 METER BASES	0.00	13,161.60	
09997	Zoro	05/19/2025	Regular	0.00	72.59	83752
INV16277641	Invoice	05/19/2025	PUR APRIL ZORO INVOICES 02	0.00	72.59	
05348	Aaron Wiese	05/21/2025	Regular	0.00	234.00	83756
32277	Invoice	05/21/2025	Towel / Mat Service	0.00	116.80	
34942	Invoice	05/21/2025	PUR APRIL LAMS INVOICE 03	0.00	117.20	
07333	BRADLEY J. OLSON	05/21/2025	Regular	0.00	49.88	83757
05/06-05/07 Reim...	Invoice	05/21/2025	Reimburse Training Exp: 05/06/25-05/07/...	0.00	49.88	
05628	GoTo Technologies USA, Inc.	05/21/2025	Regular	0.00	1,790.71	83758
IN95AA1461715	Invoice	05/21/2025	Central Base 100 - Coverage: 4/23/25-4/2...	0.00	1,790.71	
10271	Jason Gage	05/21/2025	Regular	0.00	85.00	83759
05/12/25 - Reim...	Invoice	05/21/2025	Reimburse: CDL/DOT Physical	0.00	85.00	
01687	Nicholas Carvelli	05/21/2025	Regular	0.00	119.98	83760
05/01/25 Safety ...	Invoice	05/21/2025	Reimburse Safety Boots @ 50%	0.00	119.98	
02964	Riley Nelsen	05/21/2025	Regular	0.00	3,500.00	83761
1491	Invoice	05/21/2025	Videography/Editing: Hydro Dam	0.00	3,500.00	
00778	BLA Clean, LLC.	05/22/2025	Regular	0.00	2,476.00	83764
1234	Invoice	05/22/2025	Cleaning Services: 04/2025	0.00	2,476.00	
01837	CENTURYLINK	05/22/2025	Regular	0.00	482.70	83765
33393138-05/01...	Invoice	05/22/2025	MONTHLY PHONE BILL: 05/2025	0.00	482.70	
01890	CHARTER COMMUNICATIONS	05/22/2025	Regular	0.00	1,288.43	83766
175590201050125	Invoice	05/22/2025	TV SERVICE: 05/2025	0.00	39.43	
237487601050125	Invoice	05/22/2025	Fiber Internet 500Mbps: 05/2025	0.00	1,249.00	
03557	FRONTIER ENERGY, INC.	05/22/2025	Regular	0.00	8,332.84	83767
197482	Invoice	05/22/2025	CIP SERVICES - 04/2025	0.00	8,332.84	
03695	GOPHER STATE ONE-CALL	05/22/2025	Regular	0.00	229.50	83768
5040112	Invoice	05/22/2025	GSOC TICKETS: 04/2025	0.00	229.50	
04580	IP NETWORKS, INC.	05/22/2025	Regular	0.00	10,930.00	83769
20258512	Invoice	05/22/2025	Fortinet MDR Annual Renewal: 08/01/25-...	0.00	10,930.00	
05415	LANDIS-GYR TECHNOLOGY, INC/FKA CELLNET	05/22/2025	Regular	0.00	1,995.00	83770
90409575	Invoice	05/22/2025	MONTHLY ENDPOINT FEE: 04/2025	0.00	1,995.00	
05975	Midwest Motor Supply Co. Inc.	05/22/2025	Regular	0.00	180.69	83771
103311266	Invoice	05/22/2025	PUR KIMBALL HARDWARE ORDER	0.00	180.69	
06790	NAPA AUTO PARTS BAXTER	05/22/2025	Regular	0.00	362.38	83772
801500	Invoice	05/22/2025	Oil / Fuel Filters	0.00	276.88	
801778	Invoice	05/22/2025	Scot Seal	0.00	53.54	
802484	Invoice	05/22/2025	Gear Oil	0.00	31.96	
07335	OFFICE SHOP	05/22/2025	Regular	0.00	420.89	83773
AR1919460	Invoice	05/22/2025	Copier Lease: 20079 / C130479-001 & Mai...	0.00	420.89	
07642	PITNEY BOWES BANK INC. PURCHASE POWER	05/22/2025	Regular	0.00	75.00	83774
05/16/2025 Stat...	Invoice	05/22/2025	SUBSCRIPTION: 0041413034/ACCT#8000-...	0.00	75.00	
07665	PITNEY BOWES GLOBAL FINANCIAL SERV. LLC	05/22/2025	Regular	0.00	1,557.06	83775
3107216779	Invoice	05/22/2025	CONTRACT: 0040216585 -POSTAGE MACH...	0.00	1,557.06	
07641	PITNEY BOWES INC.	05/22/2025	Regular	0.00	2,918.40	83776

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1027441241	Invoice	05/22/2025	SOFTWARE SERVICE AGREEMENT-SMA TIE...	0.00	2,918.40	
06268	Ryan Churchill	05/22/2025	05/22/2025 Regular	0.00	640.00	83778
6685499	Invoice	05/22/2025	WEBSITE SUPPORT / TRAINING: May 2025	0.00	640.00	
08805	STAR ENERGY SERVICES, LLC	05/22/2025	05/22/2025 Regular	0.00	16.43	83779
24605-Tax	Invoice	05/22/2025	Sales Tax from Invoice 24605	0.00	16.43	
09663	VIKING ELECTRIC SUPPLY, INC	05/22/2025	05/22/2025 Regular	0.00	90.21	83780
S009118625.001	Invoice	05/22/2025	Selector Switchin A3IN HOA	0.00	90.21	
S009118625.002	Invoice	05/22/2025	HOA Kit	0.00	150.87	
S009118625.003	Credit Memo	05/22/2025	Credit: HOA Kit - Orig Sale S009118625.002	0.00	-150.87	
00472	AT&T MOBILITY	04/29/2025	04/29/2025 Bank Draft	0.00	612.86	DFT0001606
287260682523X...	Invoice	04/29/2025	AT & T MONTHLY BILL: 03/2025	0.00	612.86	
01655	CANON FINANCIAL SERVICES, INC	04/29/2025	04/29/2025 Bank Draft	0.00	193.92	DFT0001607
40206226	Invoice	04/29/2025	Canon Invoice - Contract Charge: 3/20/25...	0.00	193.92	
07715	U.S. POSTAL SERVICE	04/29/2025	04/29/2025 Bank Draft	0.00	11.23	DFT0001608
657887737	Invoice	04/29/2025	Add'l Postage Due for Bulk Mail: 04/24/2...	0.00	11.23	
06171	MN DEPT OF REVENUE	04/30/2025	04/30/2025 Bank Draft	0.00	127,540.00	DFT0001622
03/2025-Sales Tax	Invoice	04/30/2025	SALES TAX DRAFT: 03/2025	0.00	127,540.00	
00472	AT&T MOBILITY	05/12/2025	05/12/2025 Bank Draft	0.00	2,188.83	DFT0001624
287302792515X...	Invoice	05/12/2025	AT & T MONTHLY BILL: 03/26-04/26	0.00	2,188.83	
01805	CENTERPOINT ENERGY	05/12/2025	05/12/2025 Bank Draft	0.00	18.15	DFT0001625
11582840-2-04/1...	Invoice	05/12/2025	1602 E RIVER RD	0.00	18.15	
01805	CENTERPOINT ENERGY	05/12/2025	05/12/2025 Bank Draft	0.00	143.12	DFT0001626
11595232-7-04/1...	Invoice	05/12/2025	50 JENNY STREET	0.00	143.12	
02002	CITY OF BAXTER	05/12/2025	05/12/2025 Bank Draft	0.00	1,091.23	DFT0001627
007335-000-04/1...	Invoice	05/12/2025	STORMWATER - ACCT# 007335-000: 03/2...	0.00	1,091.23	
03682	Global Payments Direct, Inc.	05/12/2025	05/12/2025 Bank Draft	0.00	80,374.01	DFT0001629
05/01/2025- CC F...	Invoice	05/12/2025	CREDIT CARD FEES: 04/2025	0.00	80,374.01	
07715	U.S. POSTAL SERVICE	05/12/2025	05/12/2025 Bank Draft	0.00	7.21	DFT0001632
658672658	Invoice	05/12/2025	Add'l Postage Due for Bulk Mail: 05/02/2...	0.00	7.21	
02210	CLIFTONLARSONALLEN, LLP	05/12/2025	05/12/2025 Bank Draft	0.00	18,117.75	DFT0001633
1251161256	Invoice	05/12/2025	AUDIT FEES: 2024 Audit	0.00	18,117.75	
00472	AT&T MOBILITY	05/22/2025	05/22/2025 Bank Draft	0.00	612.86	DFT0001647
27260682523X0...	Invoice	05/22/2025	AT & T MONTHLY BILL: 05/05-06/04	0.00	612.86	
01655	CANON FINANCIAL SERVICES, INC	05/22/2025	05/22/2025 Bank Draft	0.00	347.53	DFT0001648
40897406	Invoice	05/22/2025	Canon Invoice - Contract Charge: 4/20/25...	0.00	347.53	
02455	CTC	05/22/2025	05/22/2025 Bank Draft	0.00	1,851.25	DFT0001649
21577812	Invoice	05/22/2025	MONTHLY BILL: 05/12/25-06/11/25	0.00	1,851.25	
02717	CULLIGAN	05/22/2025	05/22/2025 Bank Draft	0.00	48.90	DFT0001650
150-10024107-7-...	Invoice	05/22/2025	150-10024107-7 Hydro: May Service	0.00	48.90	
02717	CULLIGAN	05/22/2025	05/22/2025 Bank Draft	0.00	60.20	DFT0001651
150-10024107-7-...	Invoice	05/22/2025	150-10024107-7 Hydro: April Service	0.00	60.20	
02717	CULLIGAN	05/22/2025	05/22/2025 Bank Draft	0.00	15.00	DFT0001652
150-10024107-7-...	Invoice	05/22/2025	150-10024107-7 Hydro: March Service	0.00	15.00	
02717	CULLIGAN	05/22/2025	05/22/2025 Bank Draft	0.00	47.50	DFT0001653
150-10024107-7-...	Invoice	05/22/2025	150-10024107-7 Hydro: February Service	0.00	47.50	

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Date Range: 04/26/2025 - 05/22/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	48.00	DFT0001654
150-10024107-7-...	Invoice	05/22/2025	150-10024107-7 Hydro: January Service	0.00	48.00	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	99.72	DFT0001655
150-01059575-2-...	Invoice	05/22/2025	150-01059575-2 Service Center: May Serv...	0.00	99.72	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	99.72	DFT0001656
150-01059575-2-...	Invoice	05/22/2025	150-01059575-2 Service Center: April Serv..	0.00	99.72	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	99.72	DFT0001657
150-01059575-2-...	Invoice	05/22/2025	150-01059575-2 Service Center: March Se...	0.00	99.72	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	99.72	DFT0001658
150-01059575-2-...	Invoice	05/22/2025	150-01059575-2 Service Center: February...	0.00	99.72	
02717	CULLIGAN	05/22/2025	Bank Draft	0.00	99.72	DFT0001659
150-01059575-2-...	Invoice	05/22/2025	150-01059575-2 Service Center: January ...	0.00	99.72	
06171	MN DEPT OF REVENUE	05/22/2025	Bank Draft	0.00	141,092.00	DFT0001660
04/2025-Sales Tax	Invoice	05/22/2025	SALES TAX DRAFT: April 2025	0.00	141,092.00	
07640	PITNEY BOWES, INC.	05/22/2025	Bank Draft	0.00	3,500.00	DFT0001661
05/12/2025-Post...	Invoice	05/22/2025	POSTAGE REFILL	0.00	3,500.00	
07715	U.S. POSTAL SERVICE	05/22/2025	Bank Draft	0.00	4.30	DFT0001662
659736345	Invoice	05/22/2025	Additional Postage Due - Bulk Mail	0.00	4.30	
07715	U.S. POSTAL SERVICE	05/22/2025	Bank Draft	0.00	4.05	DFT0001663
660177589	Invoice	05/22/2025	Additional Postage Due - Bulk Mail	0.00	4.05	
09925	WEX HEALTH, INC	05/22/2025	Bank Draft	0.00	23.00	DFT0001664
0002146920-IN	Invoice	05/22/2025	MONTHLY COBRA BILLING: 04/2025	0.00	23.00	
09961	XCEL ENERGY	05/22/2025	Bank Draft	0.00	1,572.99	DFT0001665
926309540	Invoice	05/22/2025	Xcel Energy - Service Center/WWT	0.00	1,572.99	

Bank Code AP2 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	116	72	0.00	676,616.77
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-183,164.09
Bank Drafts	30	30	0.00	380,024.49
EFT's	2	2	0.00	1,516,821.62
	148	106	0.00	2,390,298.79

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	116	72	0.00	676,616.77
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-183,164.09
Bank Drafts	30	30	0.00	380,024.49
EFT's	2	2	0.00	1,516,821.62
	148	106	0.00	2,390,298.79

Fund Summary

Fund	Name	Period	Amount
9	POOLED CASH CONTROL	4/2025	143,811.65
9	POOLED CASH CONTROL	5/2025	2,246,487.14
			2,390,298.79



Public Utilities Commission Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Approve payment of Minger Construction Pay Application 8 - \$72,972.17

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN):

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: The attached pay application from Minger Construction is to release retainage on the River Crossing Project down to \$15,000. This is recommended from Widseth and the summarized pay application is attached for your consideration. The remaining retainage of \$15,000 is being held for completion of landscaping on the Baxter side of the project. The turf is not showing the required 70% growth and some additional tree/shrubs have not taken yet. Once approved by the engineers and City Baxter we will request the final pay application and final paperwork.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Approve within consent agenda.

FINANCIAL IMPACT: \$72,972.17

**PARTIAL PAYMENT APPLICATION
NUMBER 8**

Name of Contractor:		Minger Construction Companies, Inc. 620 Corporate Drive Jordan, MN 55352		
Name of Owner:		Brainerd Public Utilities 8027 Highland Scenic Drive Baxter, MN 56425		
Date of Completion:		Amount of Contract:	Dates of Estimate:	
Original: See Agreement		Original: \$1,727,164.08	From: 8/16/24	
Revised:		Revised: \$1,782,945.48	To: 5/21/25	

Description of Project:
DIRECTIONAL DRILLING FORCEMAIN RIVER CROSSING

SPEC NO.	ITEM DESCRIPTION	CONTRACT ITEMS				THIS PERIOD		TOTAL TO DATE			
		QTY.	UNIT	UNIT PRICE	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
Plan	MOBILIZATION	1	LS	\$135,000.00	\$135,000.00			1	\$135,000.00		
31 1100	CLEARING	0.9	AC	\$5,500.00	\$4,950.00			0.9	\$4,950.00		
31 1100	GRUBBING	0.9	AC	\$2,750.00	\$2,475.00			0.9	\$2,475.00		
02 4100	ABANDON EX MH 2-6	1	LS	\$3,472.00	\$3,472.00			1	\$3,472.00		
02 4100	ABANDON EX MH 2-7	1	LS	\$3,472.00	\$3,472.00			1	\$3,472.00		
02 4100	ABANDON EX VAULT MH-1	1	LS	\$15,000.00	\$15,000.00			1	\$15,000.00		
02 4100	ABANDON EX VAULT MH-2	1	LS	\$24,250.00	\$24,250.00			1	\$24,250.00		
02 4100	FLUSH EACH OF THE EXISTING 20" DIP FORCEMAIN	1	LS	\$14,500.00	\$14,500.00			1	\$14,500.00		
31 2200	EXCAVATION- COMMON	825	CY	\$20.00	\$16,500.00			825	\$16,500.00		
31 2200	COMMON TOPSOIL BORROW	150	CY	\$75.00	\$11,250.00			304	\$22,800.00		
32 1216	BITUMINOUS PAVEMENT RESTORATION	1	LS	\$24,480.00	\$24,480.00			0.938725	\$22,979.99		
32 1500	AGGREGATE SURFACED ROADWAY RESTORATION	1	LS	\$3,460.00	\$3,460.00			0			
33 3913	AIR RELEASE MANHOLE	1	EA	\$94,770.00	\$94,770.00			1	\$94,770.00		
01 5526	TRAFFIC CONTROL	1	LS	\$4,000.00	\$4,000.00			1	\$4,000.00		
01 5713	STABILIZED CONSTRUCTION EXIT	4	EA	\$1,215.00	\$4,860.00			2	\$2,430.00		
01 5713	SILT FENCE, TYPE MS	1500	LF	\$4.45	\$6,675.00			1529	\$6,804.05		
33 3123	CONNECT TO HDD PIPE	2	EA	\$18,200.00	\$36,400.00			2	\$36,400.00		
33 3123	20" FORCEMAIN AND FITTINGS - EAST SIDE	1	LS	\$128,500.00	\$128,500.00			1	\$128,500.00		
33 3111	30" GRAVITY PIPE AND MANHOLES - WEST SIDE	1	LS	\$261,000.00	\$261,000.00			1	\$261,000.00		
33 7079	BYPASS PIPING, WET TAP, LINE STOPS - EAST VAULT	1	LS	\$167,500.00	\$167,500.00			1	\$167,500.00		
33 3123	CAP FORCEMAIN IN EAST VAULT	1	LS	\$4,750.00	\$4,750.00			1	\$4,750.00		
33 0597.16	TRACER WIRE SYSTEM	1	LS	\$1,500.00	\$1,500.00						
33 0507.13	FORCEMAIN(HORIZONTAL DIRECTIONAL DRILL)	1	LS	\$688,000.00	\$688,000.00			1	\$688,000.00		
01 5713	SEDIMENT CONTROL LOG TYPE WOOD FIBER	1330	LF	\$4.45	\$5,918.50						
01 5713	TEMPORARY EROSION CONTROL	1	LS	\$11,000.00	\$11,000.00			1	\$11,000.00		
32 9219	HYDRAULIC BONDED FIBER MATRIX(3500 #/AC)	11130	LBS	\$1.85	\$20,590.50			3650	\$6,752.50		
	LANDSCAPING- BAXTER	1	LS	\$24,500.00	\$24,500.00			1	\$24,500.00		
32 9219	SEEDING	3.18	AC	\$556.00	\$1,768.08			1	\$556.00		
32 9219	SEED MIX 25-131(220 #/Ac)	22	LBS	\$4.50	\$99.00			16	\$72.00		
32 9219	SEED MIX 34-371(12.5 #/Ac)	13	LBS	\$90.00	\$1,170.00						
32 9219	SEED MIX 36-311 (33.5 #/Ac)	44	LBS	\$31.00	\$1,364.00			26.75	\$829.25		
32 9219	SEED MIX TRAIL (35 #/Ac)	30	LBS	\$133.00	\$3,990.00			3	\$399.00		
	Helical Piling Installation	1	LS	\$16,885.57	\$16,885.57			1	\$16,885.57		
	Raise Existing MH 2-5	1	LS	\$7,658.53	\$7,658.53			1	\$7,658.53		
	Bolt Down Casting	1	LS	\$2,376.13	\$2,376.13			1	\$2,376.13		
	Contaminated Soils	1	LS	\$9,249.73	\$9,249.73			1	\$9,249.73		
	IR Drilling Fluid Return	1	LS	\$12,611.44	\$12,611.44			1	\$12,611.44		
	Baxter(West) Side Driveway Access	1	LS	\$7,000.00	\$7,000.00			1	\$7,000.00		
TOTAL:					\$1,782,945.48		\$0.00		\$1,759,443.19		

Notes:

		THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED		\$0.00	\$1,759,443.19
AMOUNT RETAINED (.852542445% OF THE AMOUNT EARNED TO DATE)		\$0.00	\$15,000.00
PREVIOUS PAYMENTS			\$1,671,471.02
AMOUNT DUE		\$72,972.17	\$1,744,443.19

Estimated Percentage Completed: 98.7%

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR : MINGER CONSTRUCTION COMPANIES, INC.

BY: _____

Date: 5/21/25

APPROVED BY BRAINERD PUBLIC UTILITIES:

BY: _____

Date: _____

APPROVED BY :

BY: _____

Date: _____

ENGINEER'S CERTIFICATION:

The undersigned endorses that to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

ENGINEER: WIDSETH SMITH NOLTING & ASSOCIATES INC.

BY:  _____

William Westerberg, P.E.

Date: 5/21/25

RECOMMENDED FOR APPROVAL BY BRAINERD PUBLIC UTILITIES

BY: _____

Date: _____



Public Utilities Commission Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Amend 2025 Schedule of Fees

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: The attached schedule of fees reflects changes in the water meter costs that staff were informed of this month. Water meter costs increased from \$26 to \$502 based on sizing. The attached schedule of fees reflects the water meter increases directly from our cost change. January's rate schedule and the amended are provided for comparison. The only fee changes were in the water meter category.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the attached, amended fee schedule through the consent calendar action for an increase in vendor water meter costs.

FINANCIAL IMPACT:

**BRAINERD PUBLIC UTILITIES
SCHEDULE OF FEES
June, 2025**

Disconnect/Reconnect Electricity

7:00 a.m. - 3:00 p.m. (dropping lines, meter maintenance, etc)	No Charge
After hours Emergency Disconnect/Reconnect	No Charge
Temporary Service-If line is extended additional fees could be incurred	\$150.00
Disconnected delinquent accounts & Foreclosures - 7:00 a.m. - 3:00 p.m.	\$50.00

Special Events

Service Charge (Additional charges could be incurred)	\$150.00
Electric commercial base service charge per meter	\$25.00
Commercial kWh charge	\$0.10581

Turn Off/On Water

7:00 a.m. - 3:00 p.m.	No Charge
After hours Emergency Turn Off	No Charge
Disconnected delinquent accounts & Foreclosures - 7:00 a.m. - 3:00 p.m.	\$50.00

Tampering With Meter

Tampering Fee	\$350.00
Additional Reconnect Fee	\$50.00
3 month average deposit	Varies

New Water Service-1" (main to curb stop) RESTORATION IS OWNER'S RESPONSIBILITY

Total Costs Incurred

Water Main Tap

3/4" or 1" plus materials	\$300.00
1 1/2" or 2" plus materials	\$600.00

Water Transmitter

\$140.00

Water Meters

5/8" - 1/2" Iperl	\$275.00
3/4" Iperl	\$275.00
1" Iperl	\$380.00
1 1/2" Omni-C2	\$2,170.00
2" Omni-C2	\$2,505.00
3" Omni-C2	\$3,175.00
4" Omni T2	\$5,510.00

Bulk Water Sales

Service Charge	\$23.16
Charge per 1,000 gallons	\$4.92
Hydrant Meter Deposit - (Refundable)	\$1,000.00

Pole Attachments - annually per pole

\$7.00

Security Lights - monthly per light

\$12.50 + sales tax

No charge to install if installed on existing pole

Oversize Loads

Under \$500 estimate	Full estimate before move
Over \$500 estimate	\$500 + 50% of est. cost over \$500

BPU Equipment and Employees

Hourly Rate Per Employee	\$70.70/hr
After Hours Hourly Rate Per Employee	\$106.05/hr
Materials	Materials + 20% & sales tax
Truck	\$100/day
Backhoe	\$45/hr
Generator	\$950/day + fuel

BRAINERD PUBLIC UTILITIES
SCHEDULE OF FEES
January, 2025

Disconnect/Reconnect Electricity

7:00 a.m. - 3:00 p.m. (dropping lines, meter maintenance, etc)	No Charge
After hours Emergency Disconnect/Reconnect	No Charge
Temporary Service-If line is extended additional fees could be incurred	\$150.00
Disconnected delinquent accounts & Foreclosures - 7:00 a.m. - 3:00 p.m.	\$50.00

Special Events

Service Charge (Additional charges could be incurred)	\$150.00
Electric commercial base service charge per meter	\$25.00
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Tampering With Meter

Tampering Fee	\$350.00
Additional Reconnect Fee	\$50.00
3 month average deposit	Varies

New Water Service-1" (main to curb stop) RESTORATION IS OWNER'S RESPONSIBILITY

Total Costs Incurred

Water Main Tap

3/4" or 1" plus materials	\$300.00
1 1/2" or 2" plus materials	\$600.00

Water Transmitter

\$140.00

Water Meters

5/8" - 1/2" Iperl	\$245.00
3/4" Iperl	\$245.00
1" Iperl	\$335.00
1 1/2" Omni-C2	\$1,935.00
2" Omni-C2	\$2,235.00
3" Omni-C2	\$2,820.00
4" Omni T2	\$4,910.00

Bulk Water Sales

Service Charge	\$23.16
Charge per 1,000 gallons	\$4.92
Hydrant Meter Deposit - (Refundable)	\$1,000.00

Pole Attachments - annually per pole

\$7.00

Security Lights - monthly per light

\$12.50 + sales tax

No charge to install if installed on existing pole

Oversize Loads

Under \$500 estimate	Full estimate before move
Over \$500 estimate	\$500 + 50% of est. cost over \$500

BPU Equipment and Employees

Hourly Rate Per Employee	\$70.70/hr
After Hours Hourly Rate Per Employee	\$106.05/hr
Materials	Materials + 20% & sales tax
Truck	\$100/day
Backhoe	\$45/hr
Generator	\$950/day + fuel



Public Utilities Commission

Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Approve Waiver/Liability Release Form

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

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

SUMMARY OF ISSUE: Staff realize that our facilities are of interest to the public and vendors and that areas of the facilities have rotating parts/equipment that are hazardous to work around without proper training or supervision. During various classes and insurance discussions, it was noted that a liability waiver may be a good administrative item. Attached is a waiver that was drafted by Attorney Langel for consideration by Commission.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the use of the attached waiver and that we have non-employees sign the attached waiver before attending a tour of the facility.

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

VISITOR RELEASE AND WAIVER FORM

Brainerd Public Utilities provides electrical, water and sanitary sewer services. These utility systems consist of many types of equipment, stations and plants that can pose a danger to those without appropriate training and expertise. Improper access to BPU facilities can cause injury or even death.

As a visitor to BPU, its facilities and work areas, I understand that I might join BPU staff in the field and/or in tours of the stations or plants. In so doing, I may be exposed to the equipment and chemicals utilized in those environments.

I understand that my presence at BPU and my exposure to its working conditions are voluntary, and I recognize that it has inherent risks including the potential loss of personal property and the risk of injury and death. I voluntarily assume all risks of injury, illness, death and property damage, both known and unknown, that may result from my visit to BPU. In consideration for being allowed to visit BPU, its facilities and work areas, I voluntarily release BPU, its officers, commissioners, employees, representative and insurers (Released Parties) from any and all claims, known or unknown, demands, causes of action, liabilities, damages, costs, including attorneys' fees, and expenses for personal injury or property damage that I might have arising out of my visit and further waive my right to bring any claims, demands, legal actions, or causes of action against the Released Parties, except to the extent that the claims are the direct result of a willful, wanton, intentional, or grossly negligent conduct of the Released Parties. I understand the effect of this waiver on my legal rights.

Date: _____

Name: _____
(please print)

(signature)



Public Utilities Commission Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Credit on Water/Wastewater Charge Request

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 1

SUBMITTED BY:

PRESENTER:

SUMMARY OF ISSUE: Customer request credit for a leak that occurred in their in-floor heating while away for the winter. Confirmed with Pike's plumbing that the leak occurred and was repaired as well as entered the ground and not into the sanitary sewer system. See attached credit request in the amount of \$258.82, for charges that did not reach the treatment system.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the attached credit for wastewater collection and treatment charges that did not enter the collection system or treatment facility.

FINANCIAL IMPACT:

Brainerd Public Utilities
Customer Request for WWT/WWC Adjustment
For the Billing Period 1/10/2025-3/10/2025
Account #07-55300-00

	Billed	Gallons Average	Adjustment	Rates	Billed	Adjusted Bill Request Adjustment
<u>Water</u>						
Fixed Customer Charge (2 billing periods)				\$ 23.97	47.94	-
Commodity Charge (Per 1000 Gallons)	53,632		-	\$ 4.92	263.87	-
Total Water					311.81	-
<u>Sewer and Stormwater</u>						
Commodity Charge (Per 1000 Gallons)						
Wastewater Treatment	53,632	1,764	51,868	\$ 3.65	195.76	189.32
Wastewater Collection	53,632	1,764	51,868	\$ 1.34	71.87	69.50
Total Water, WWT, WWC Billed/Adjustment Request					579.43	\$ 258.82

Customer Request:

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



We'll get you there.

CPAs | CONSULTANTS | WEALTH ADVISORS

Brainerd Public Utilities

Audit Presentation
Exit Conference
Year Ended December 31, 2024

Agenda

- Required Communications
- Audit Results
- Financial Results
- Key Issues/Summary



Required Communications

- Our Responsibility Under Generally Accepted Auditing Standards
 - Primary responsibility is to provide our opinion on the fairness of presentation of the financial statements
 - Reviewed internal accounting controls
 - Risk based audit approach
 - Based on internal controls, determined scopes, and tests of transactions
- Planned Scope and Timing of the Audit
 - Communicated during the audit preliminary work and field work
- Significant Accounting Policies
 - Outlined in Note 1 to the financial statements
 - Unusual transactions – None noted
 - New Standards – GASB 101



Required Communications (Continued)

- Management Judgments and Accounting Estimates – Reasonable/Supported
- Corrected and Uncorrected Misstatements
 - Corrected adjustments – none noted
 - Uncorrected adjustments – GASB 101
- Disclosures are Adequate, Clear and Complete
- Other Information in Documents Containing Audited Financial Statements
 - Required Supplementary Information – no opinion
 - Supplementary Information – in-relation to opinion – inquiries and evaluate content
- Disagreements with Management
 - There have been no disagreements with management about matters that could be significant to the financial statements



Required Communications (Continued)

- Consultations with Other Accountants
 - There were no consultations with other independent accountants
- Major Issues Discussed With Management Prior to Retention
 - No issues, other than normal planning issues, were discussed prior to our retention as auditors
- Difficulties Encountered in Performing the Audit
 - Management was most cooperative and helpful
 - Personnel and records were available



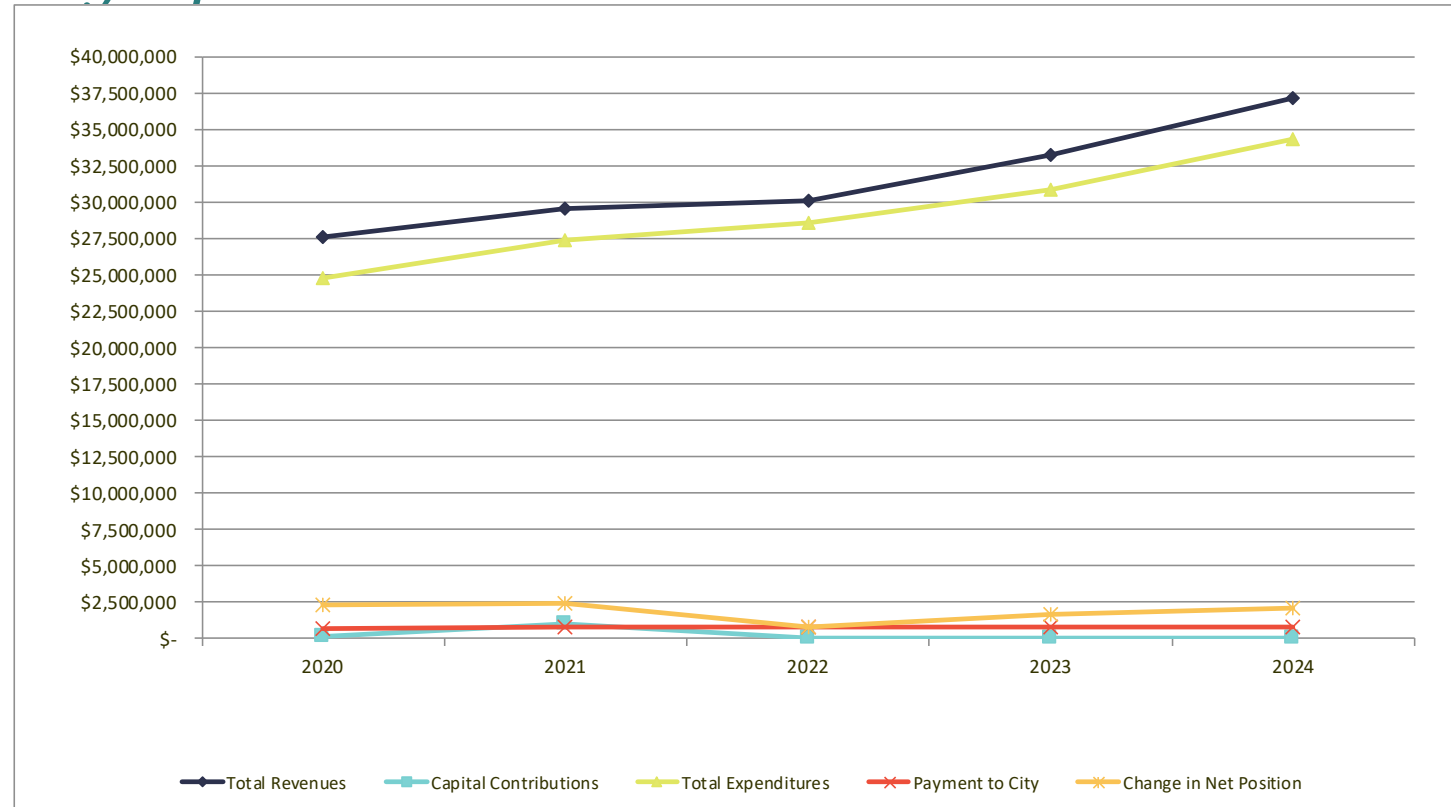
Audit Results

- Unmodified Opinion
 - On the basic financial statement
- Compliance and Internal Control Over Financial Reporting
 - None noted
- Minnesota Legal Compliance
 - Seven areas – none noted



Financial Results

Utility Operations



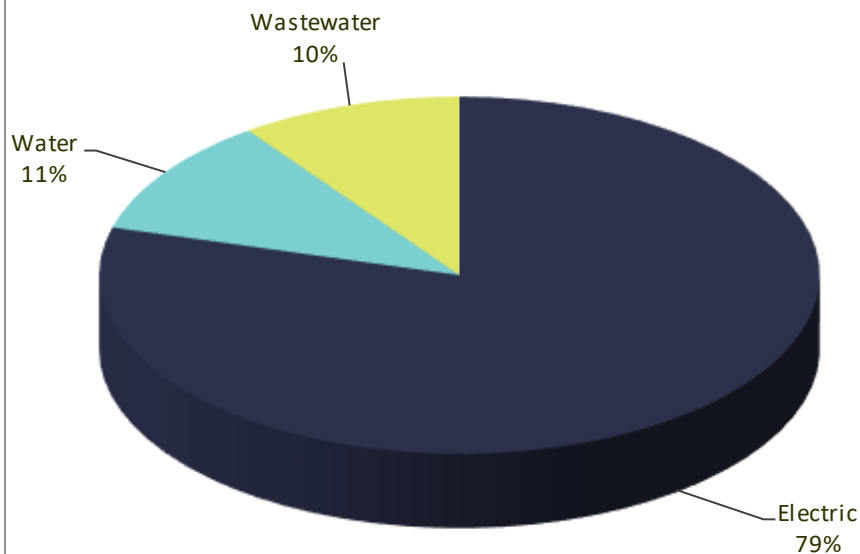
	2020	2021	2022	2023	2024
Total Revenues	\$ 27,688,628	\$ 29,645,471	\$ 30,144,928	\$ 33,328,667	\$ 37,252,894
Capital Contributions	111,951	976,000	-	-	-
Total Expenditures	24,784,883	27,407,872	28,572,519	30,878,847	34,362,891
Payment to City	734,569	761,150	756,373	783,245	765,150
Change in Net Position	2,281,127	2,452,449	816,036	1,666,575	2,124,853



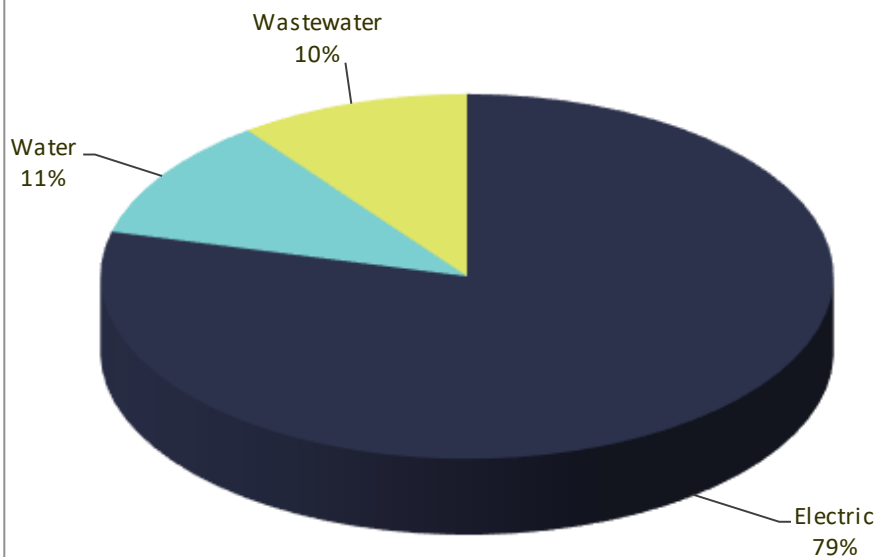
Financial Results (Continued)

Utility Operations

2024 Operating Revenues



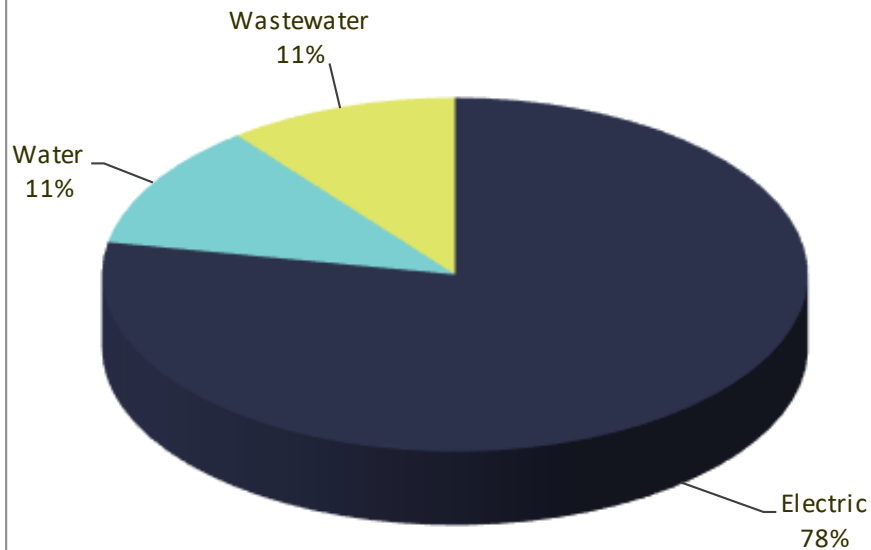
2023 Operating Revenues



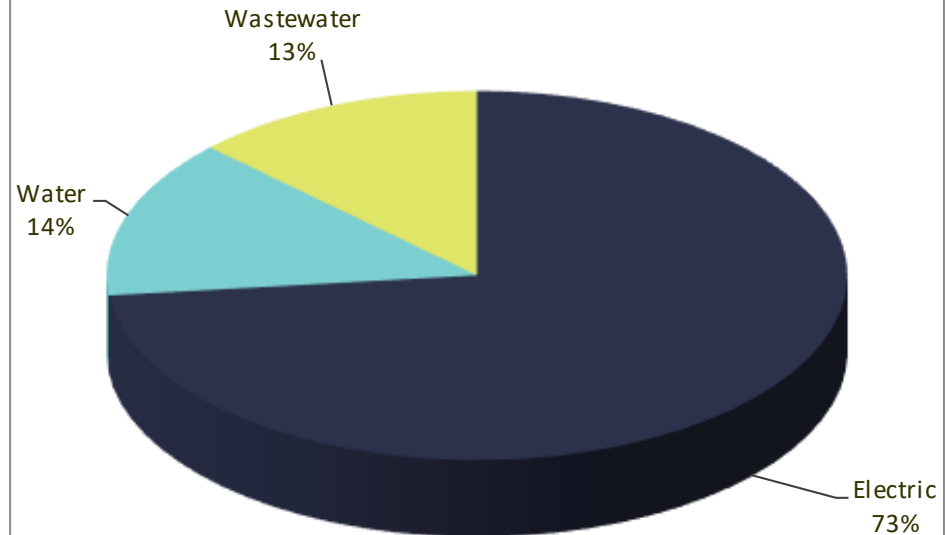
Financial Results (Continued)

Utility Operations

2024 Operating Expenses

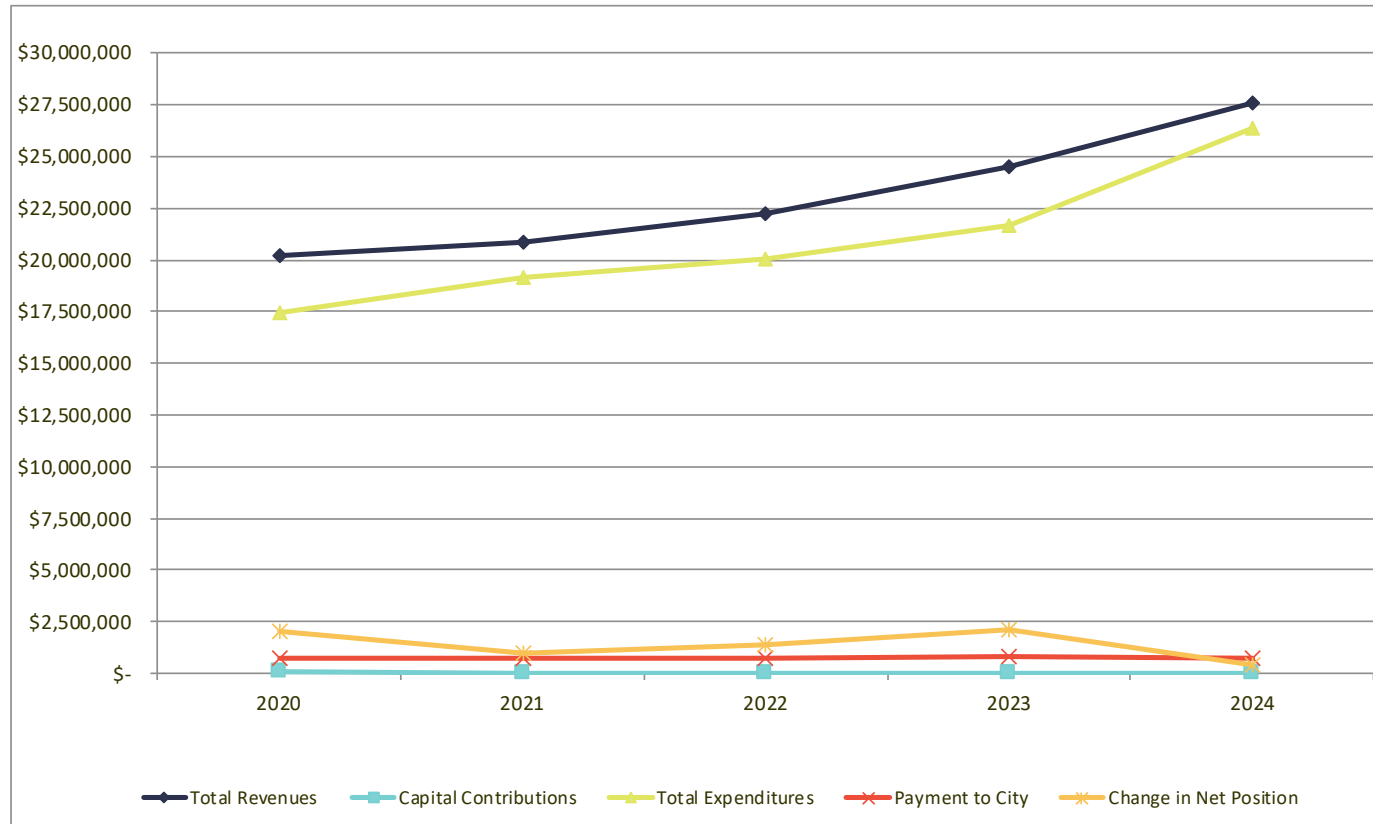


2023 Operating Expenses



Financial Results (Continued)

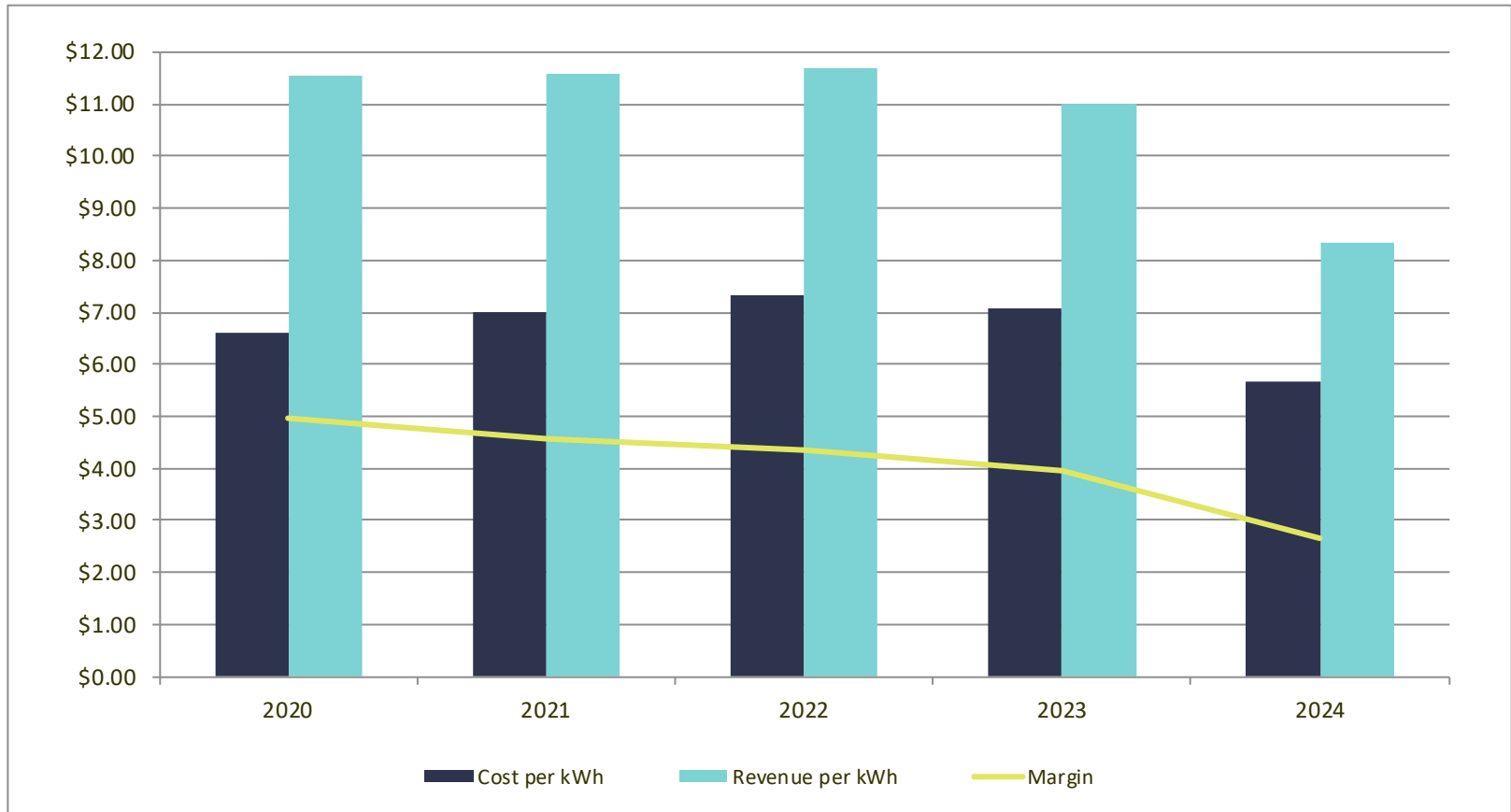
Electric Operations



	2020	2021	2022	2023	2024
Total Revenues	\$ 20,176,263	\$ 20,871,966	\$ 22,193,708	\$ 24,543,099	\$ 27,565,506
Capital Contributions	52,588	-	-	-	-
Total Expenditures	17,407,276	19,123,149	20,081,190	21,631,292	26,399,321
Payment to City	734,569	761,150	756,373	783,245	765,150
Change in Net Position	2,034,418	987,667	1,356,145	2,128,562	401,035

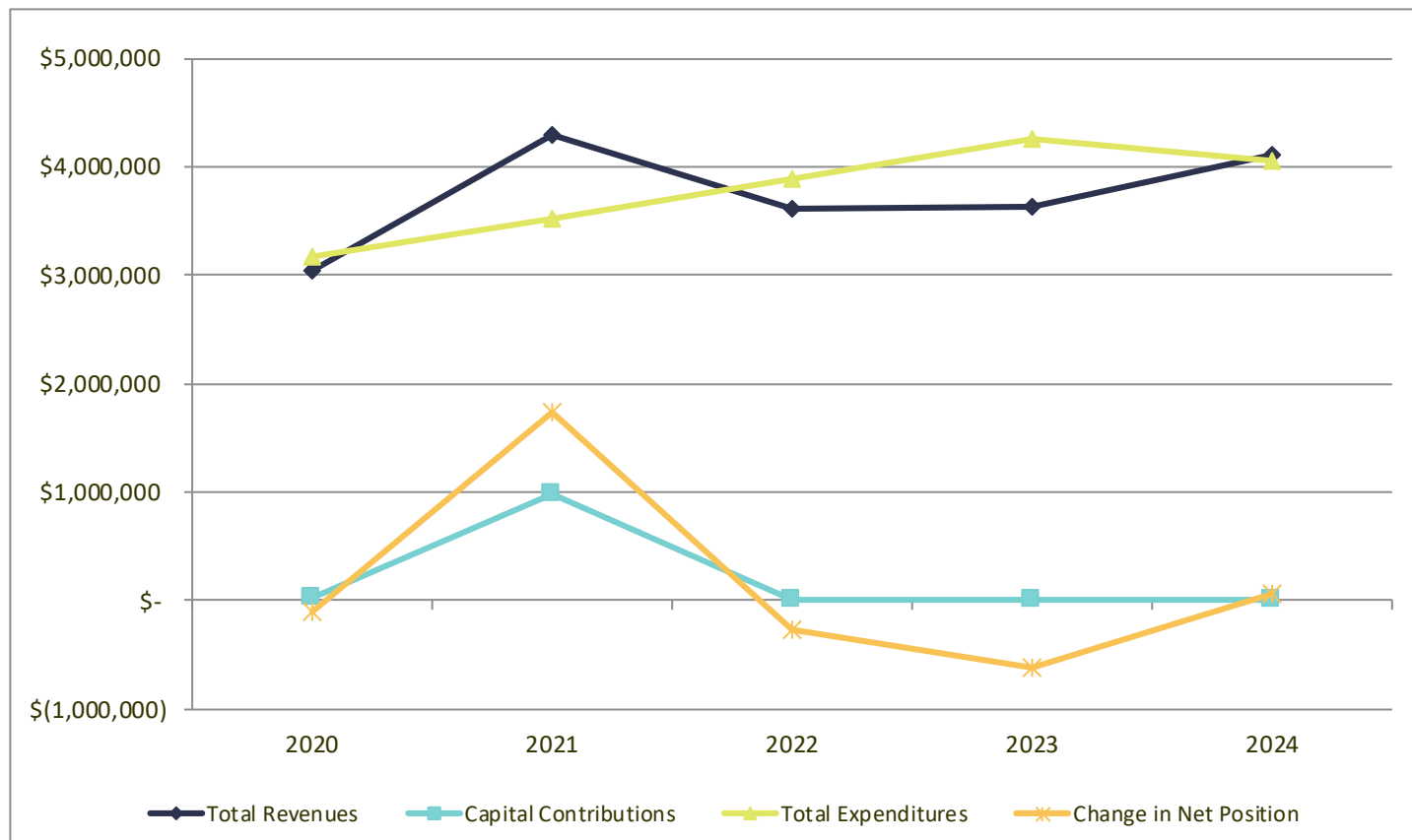
Financial Results (Continued)

Cost per kWh & Revenue per kWh



Financial Results (Continued)

Water Operations



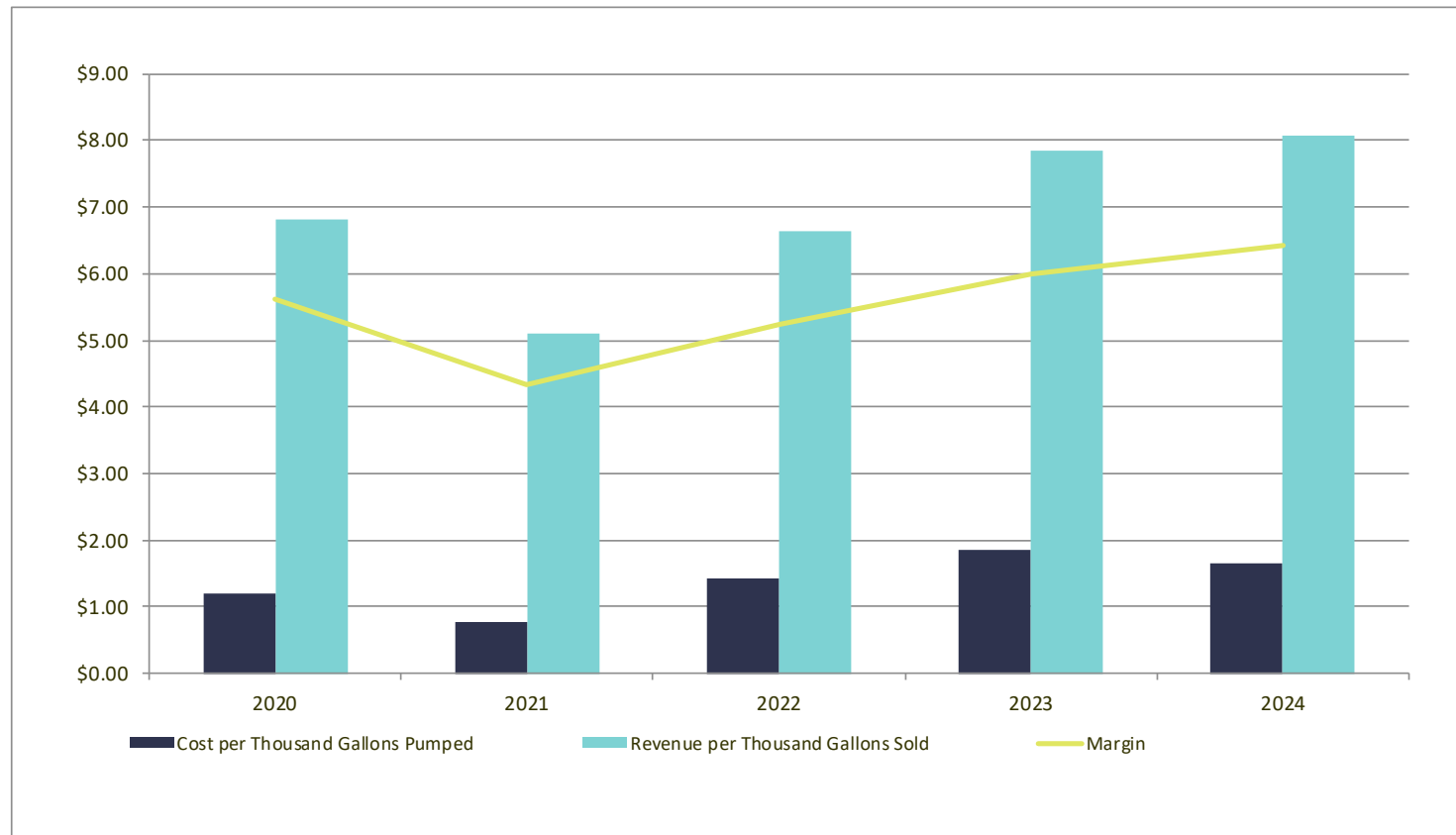
	2020	2021	2022	2023	2024
Total Revenues	\$ 3,044,597	\$ 4,290,287	\$ 3,617,378	\$ 3,629,313	\$ 4,118,866
Capital Contributions	18,664	976,000	-	-	-
Total Expenditures	3,164,900	3,521,963	3,890,550	4,251,488	4,050,409
Change in Net Position	(101,639)	1,744,324	(273,172)	(622,175)	68,457



Financial Results (Continued)

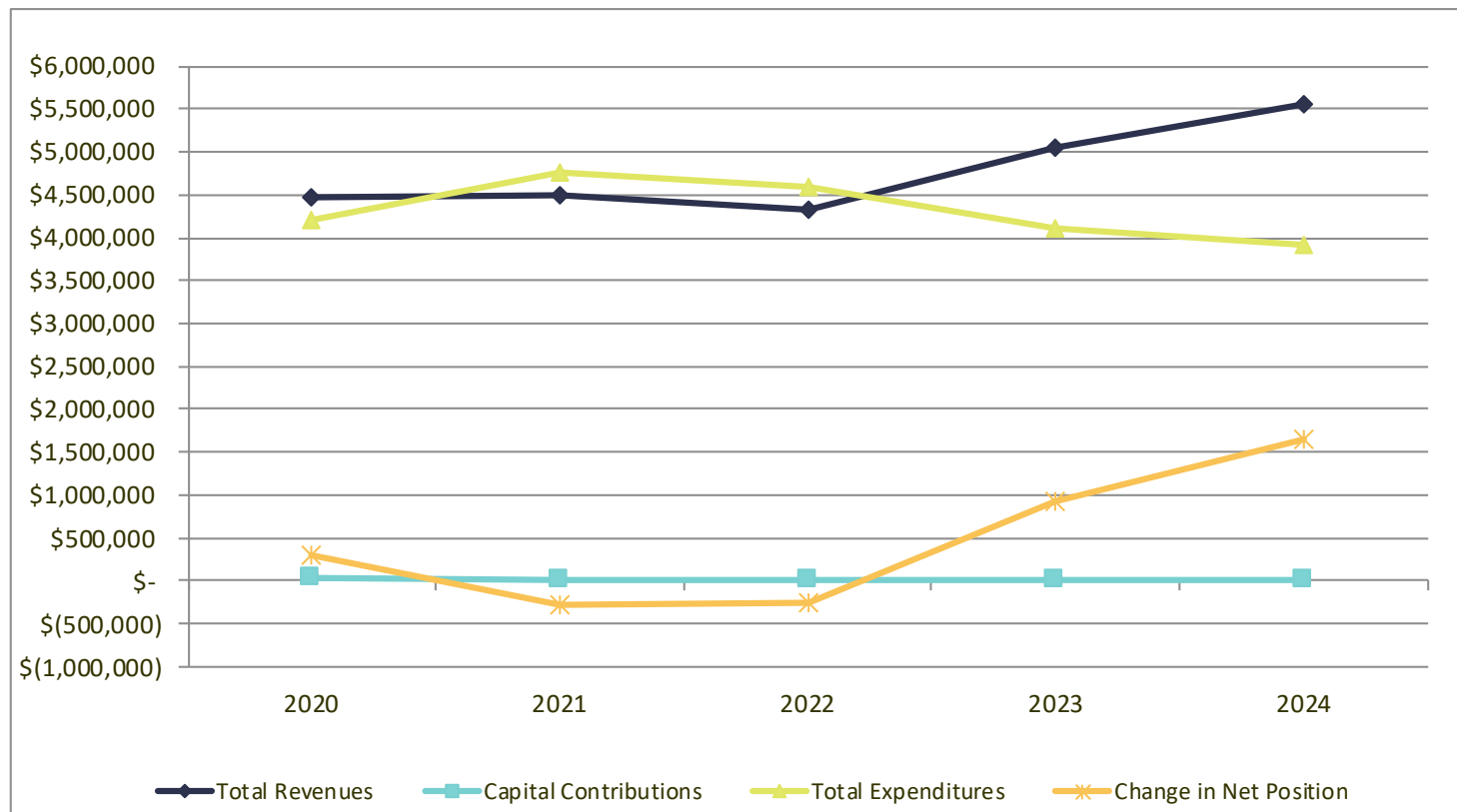
Cost per Thousand Gallons Pumped

Revenue per Thousand Gallons Sold



Financial Results (Continued)

Wastewater Operations



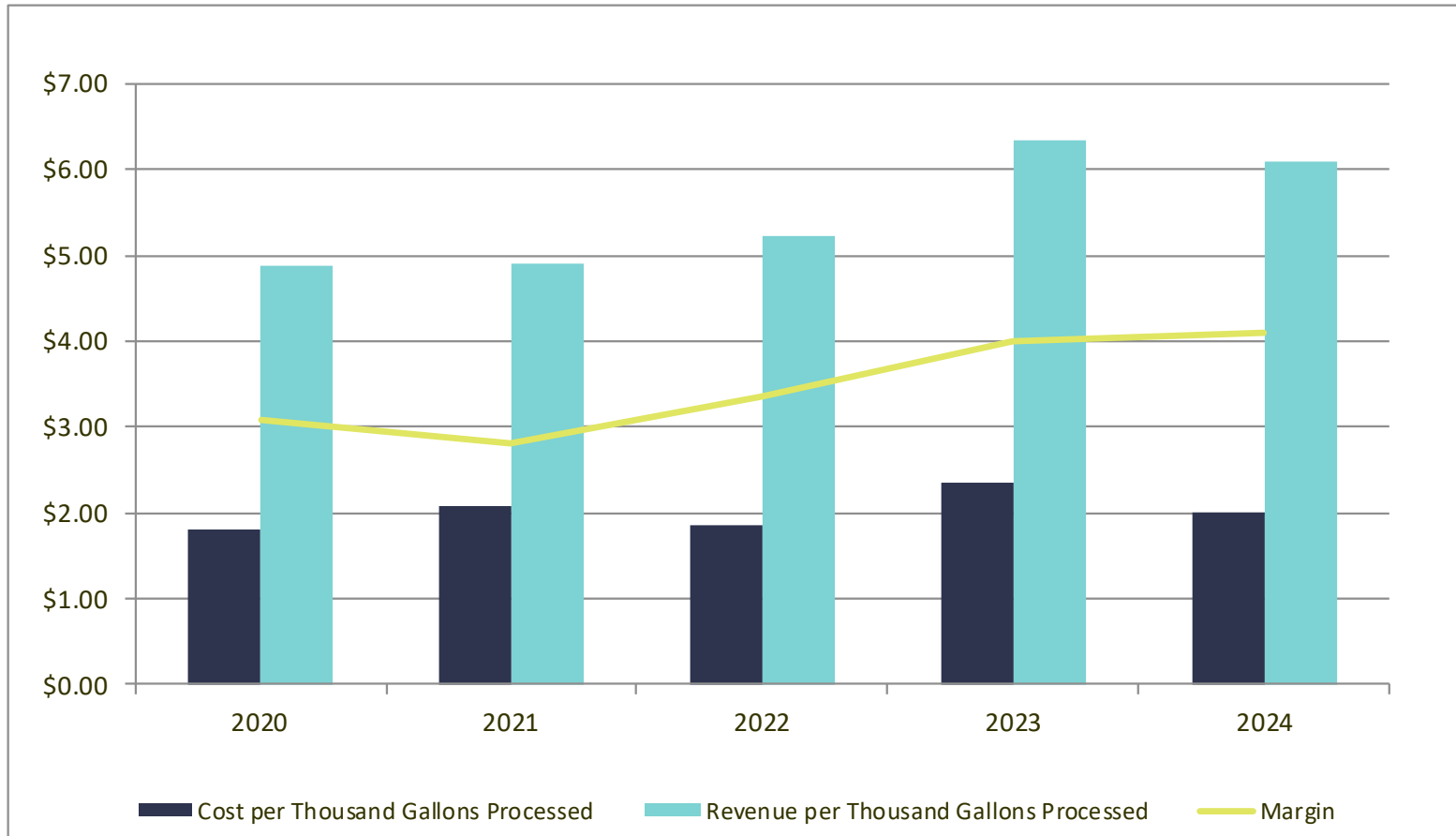
	2020	2021	2022	2023	2024
Total Revenues	\$ 4,468,748	\$ 4,489,983	\$ 4,333,842	\$ 5,049,644	\$ 5,568,522
Capital Contributions	40,699	-	-	-	-
Total Expenditures	4,213,687	4,769,525	4,600,779	4,111,941	3,913,161
Change in Net Position	295,760	(279,542)	(266,937)	937,703	1,655,361



Financial Results (Continued)

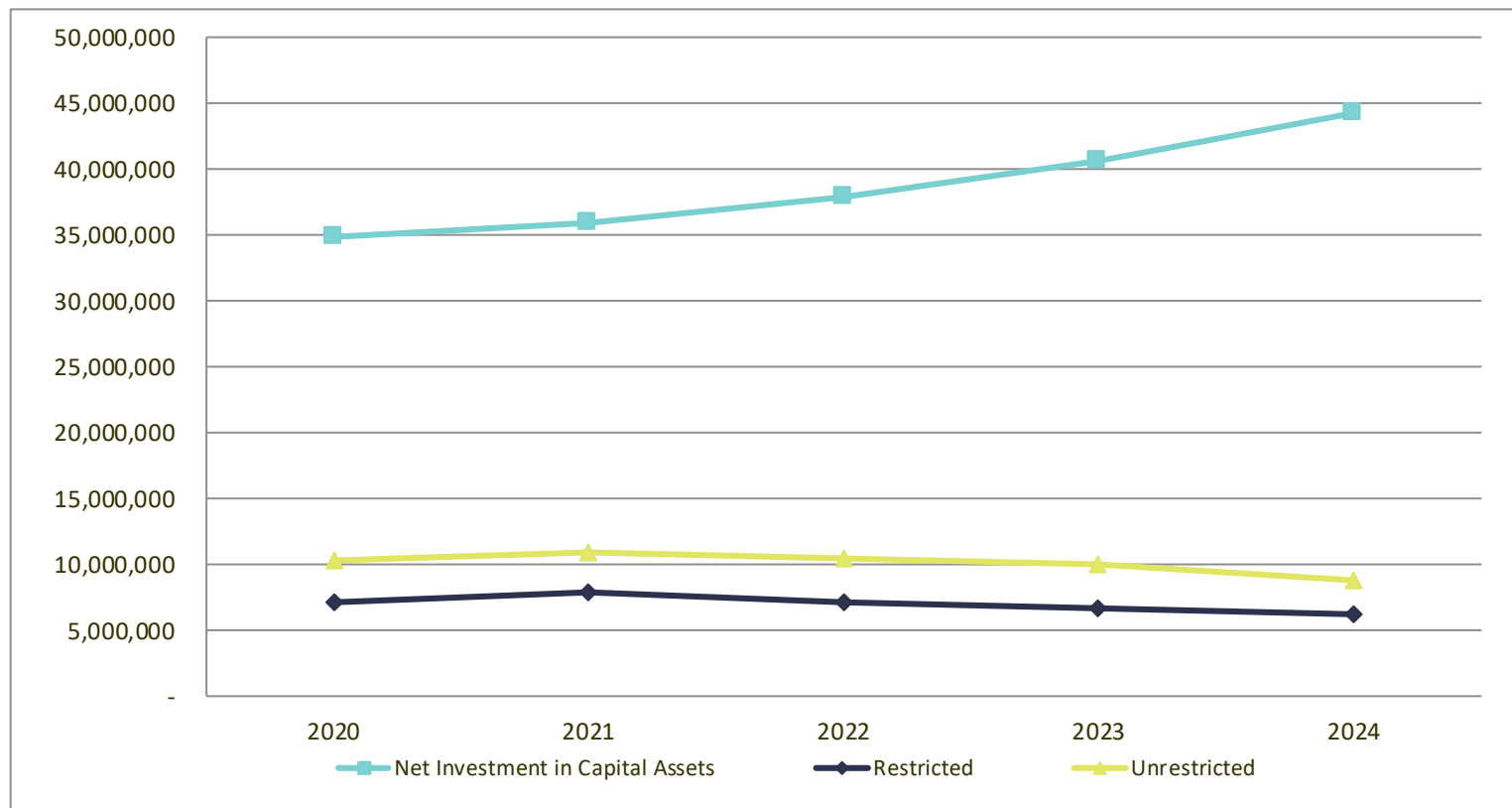
Cost per Thousand Gallons Processed

Revenue per Thousand Gallons Processed



Financial Results (Continued)

Net Position

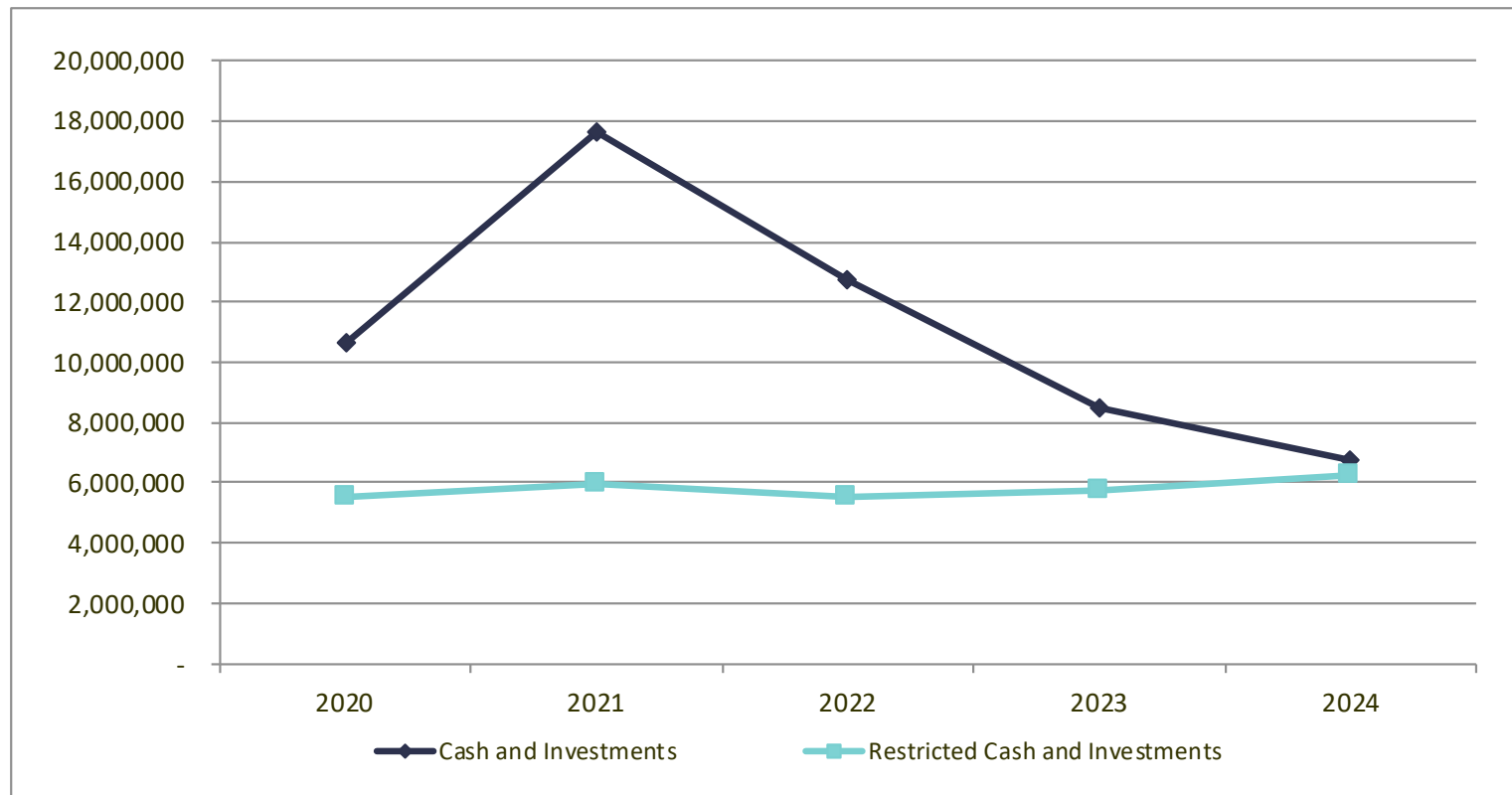


Year	Net Investment in Capital Assets	Restricted	Unrestricted
2020	34,851,167	7,154,837	10,252,252
2021	35,956,868	7,848,358	10,905,479
2022	37,930,250	7,149,064	10,447,427
2023	40,594,106	6,670,284	9,928,926
2024	44,253,648	6,270,728	8,793,793



Financial Results (Continued)

Cash and Investments

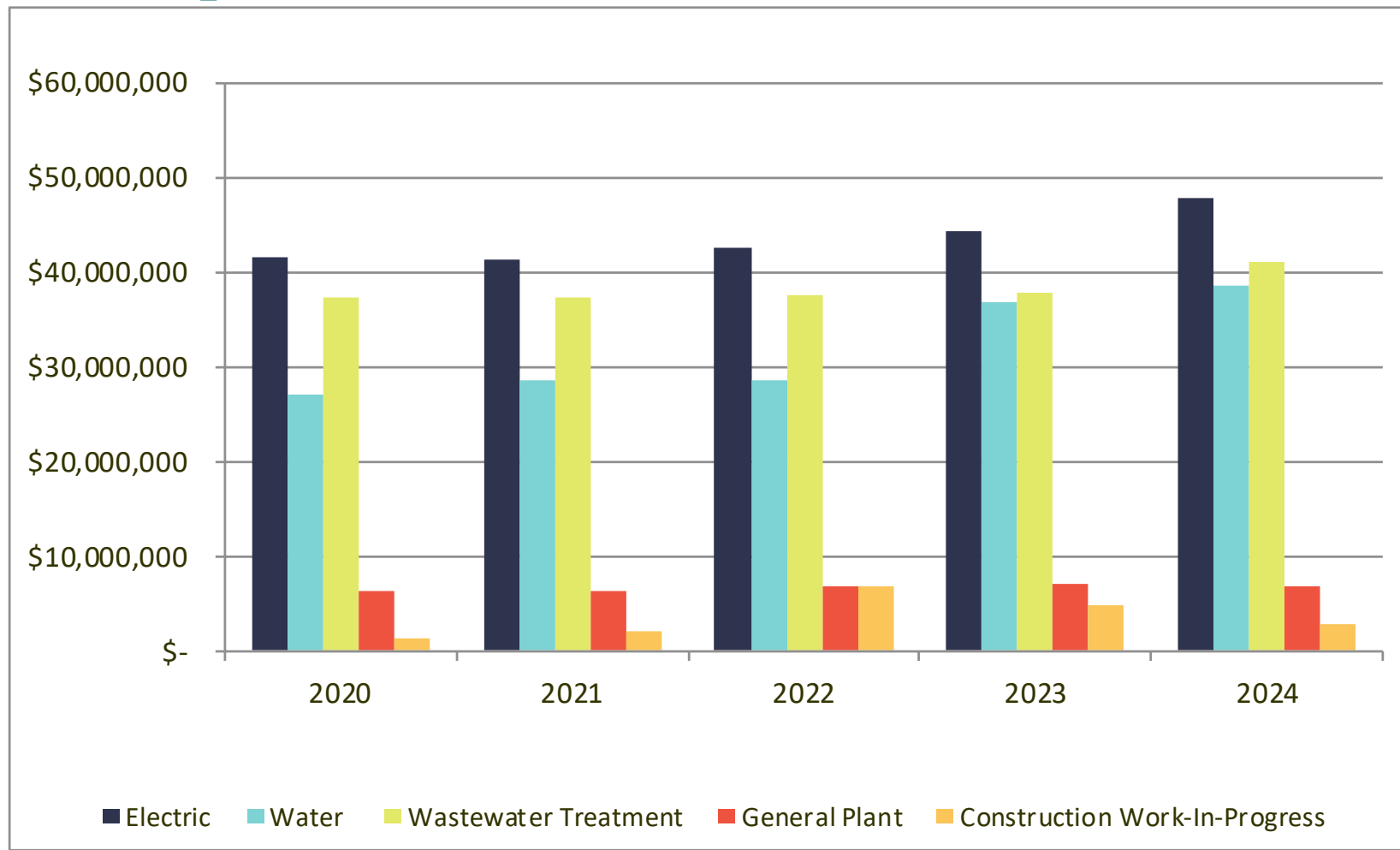


Year	Cash and Investments	Restricted Cash and Investments
2020	10,674,604	5,515,723
2021	17,656,542	5,973,059
2022	12,742,353	5,496,892
2023	8,501,032	5,736,535
2024	6,775,722	6,217,718



Financial Results (Continued)

Total Capital Assets



Financial Results (Continued)

- Other Financial Highlights
 - Electric revenues increased due to an increase in usage by large commercial customers, however expenses increased even more due to an increase in purchase power, operating income is about \$1,000,000 lower than prior year
 - Water revenues increased slightly due to a higher level of usage by commercial customers, expenses decreased slightly resulting in an operating loss of \$172,000, compared to a loss of \$825,000 in the prior year
 - Wastewater revenues increased \$400,000, while operating expenses decreased \$200,000, producing an operating loss of \$130,000, compared to a loss of \$689,000 in the prior year



Key Issues/Summary

- Decrease in cash due to bond repayments during the year and continual purchase of capital assets
 - Restricted for capital outlay - \$621,000
- Overall asset additions were lower than the prior year
 - \$6,600,000 in the current year compared to \$8,700,000 in the prior year
- Overall positive cash flow from operations
 - \$5,300,000 in the current year compared to \$5,000,000 in the prior year



Key Issues/Summary (Continued)

- Electric had lower change in net position than prior year
 - Change in net position of \$401,035 compared to \$1,351,047 in the prior year
- Water department had a net gain compared with net loss in the prior year
 - Change in net position of 68,000 compared to (\$622,000) in the prior year
- Wastewater had higher net gain compared with the prior year
 - Net gain of \$1,655,000 compared to \$938,000 in the prior year
- We advise the margins for each department be consistent from year to year
- Continue to monitor the rates and assess each department individually



*Thank you to all for helping to get
this audit completed timely and
for allowing us to serve you!*

Contact Information:

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Principal

320-203-5534

mary.reedy@CLAconnect.com

Contact Information:

Eric Smedsrud, CPA

Manager

218-825-2984

Eric.semdu@CLAconnect.com



CLAconnect.com



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Public Utilities Commission

Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Request for Proposal for Construction Management Contract - Reclaim Tank

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: During the bidding of the reclamation tank building, all bids were rejected during the November 26, 2024 discussion of the Commission. The commission asked for time to reconsider and a proposed option. In discussions with Bolton & Menk Inc. it was suggested to pursue the reclamation tank project on a Construction Manager at- Risk (CMAR) proposal. This type of project refers to a project where the Construction Manager/General Contractor provides preconstruction and construction management services and takes on the risk of delivery of a project within a guaranteed maximum price. This is a relatively new concept and was allowed via the 2023 Minnesota State legislative session. See the attached League of Mn Cities article for additional information.

Bolton & Menk Inc. have had experience with this process since 2023 and have suggested it for this project.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend going out for sealed bid on a Construction Management at-Risk proposal for construction of the reclamation and backwash building.

FINANCIAL IMPACT:

Cities Are Now Authorized to Use Construction Manager at Risk Process

By James Strommen and Cristina Cruz-Jennings

The 2023 Minnesota Legislature authorized municipalities to use the Construction Manager at Risk (CMar) process for non-right-of-way construction projects over \$175,000, effective Aug. 1, 2023, and to be codified as Minnesota Statutes, section 471.463.

The CMar process is commonly used for large private projects, and state agencies have been able to use it since 2005. The CMar process places the construction manager in essentially the same position as a general contractor because the construction manager is responsible for all subcontractors and for the “price, schedule, and workmanship” of the project.

A look at the new law

The new law gives cities the option to use CMar in addition to the traditional Construction Manager as Advisor (CMA) process by which a city contracts with a construction manager to coordinate the work of multiple contractors without assuming the risk of project cost overruns.

In contrast to the CMA process, the CMar guarantees construction of the project for a guaranteed maximum price (GMP) in accordance with the agreed upon completion schedule, subject to owner-directed changes, or changed conditions. The GMP consists of the cost of the construction contracts, a contingency, the CMar’s negotiated fee, and its general conditions costs.

The CMar process allows a city to turn over a project to a competitively selected construction manager who is responsible for the work performed by the contractors, which are the CMar’s subcontractors rather than through contracts directly with the city. The CMar GMP method usually results in less city staff involvement in the construction process and fewer change orders than in the CMA process.

The CMar process is nearly identical to the state agency CMar requirements in Minnesota Statutes, section 16C.34. Cities using CMar must follow competitive selection procedures in hiring the CMar and must supervise the CMar’s required subcontractor competitive bidding process.

CMar and contractor procurement process

The CMar and contractor procurement process requires the city to form a selection committee and publish a Request for CMar Qualifications (RFQ) with statutory listed criteria. The selection

committee must consist of at least three persons, one of whom has “construction industry experience.”

From the RFQ respondents, the committee selects at least two firms to receive and respond to the city’s Request for CMar Proposal (RFP). For CMar final selection, the city must employ a “scoring or tradeoff evaluation method” described in the RFP and may interview the “short-listed proposers.”

The city negotiates the contract with the highest scoring CMar candidate. If an agreement cannot be reached, the city may end negotiations with that candidate and negotiate with the next highest scoring candidate. The statute preserves the city’s traditional authority to reject all CMar proposals and use the typical competitive bidding process for the work, with or without a CMA or CMar.

The CMar-city contract negotiation should include a construction industry expert to assist the city on terms such as the size and CMar’s use of project contingency and allowances, circumstances allowing an increase to the GMP, and regular CMar reporting requirements on project cost and schedule.

The selected CMar must then “competitively bid and award all trade contract work for the project from a list of qualified [contractor] firms.” The competitive bidding must be carried out among a list of pre-qualified contractors established by the CMar using “selection criteria ... approved by the municipality.”

Importantly, with the city’s consent, the CMar may bid on some of the project work. If so, the city would supervise the bidding and award the contracts for those work scopes, rather than the CMar. Upon completion of the contract awards for the work, the CMar and the city finalize the GMP, enter into the final CMar GMP contract, and issue the notice to proceed with the work.

Cities will need to evaluate the comparative benefits of the CMar method compared to traditional methods, with or without a CMA. If CMar is the selected project method, cities must prepare documents that fully comply with Minnesota Statutes, section 471.463. Consulting with procurement personnel at the state agencies that have used CMar would also provide helpful guidance.

James Strommen and Cristina Cruz-Jennings are attorneys at the law firm of Kennedy & Graven, Chartered (kennedy-graven.com). Kennedy & Graven is a member of the League’s Business Leadership Council (lmc.org/sponsors).

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For editorial questions:

Contact Rachel Kats

Publications & Web Editor

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rkats@lmc.org



Public Utilities Commission

Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Discuss/Approve Credit Card Transaction Processor

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 4

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: Staff have been working and reviewing credit card transaction fees for multiple months as requested by Commission. The attached summary indicates the current credit card processor fees and how they have been increasing over the past year. In February of 2024 when staff first looked at the rates, the provider was the most economical that was integrated with our general ledger system. With the increases seen over the past year, an increase averaging 212%, these rates and this provider has not appeared to be the most economical. There are early termination fees, and contracts to consider, however staff have been looking into getting additional quotes for continued service. Staff have found that the three processors that work well with our general ledger system include: Global Payments (current provider), Tyler payments and InvoiceCloud. We are receiving quotes from each vendor and would suggest moving forward with the lowest cost option. Initial reviews from the three indicate 7-9% in savings overall.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Items to discuss and consider: customer portal, customer interaction with their bills, and overall cost.

RECOMMENDED ACTION/MOTION:

FINANCIAL IMPACT:

Summary of Per Item Credit Card Transaction Rates

	3/1/2024	5/1/2024	11/1/2024	3/1/2025	4/1/2025
Disc Rate	0.61%	1.04%	1.54%	2.49%	2.49%
Item Rate \$	0.54	0.99	1.49	2.24	2.24
Settlement Funding Fee Disc Rate	0.33%	0.33%	0.83%	0.83%	0.83%
Settlement Funding Fee Item Rate \$	0.96	0.96	1.46	1.46	1.46
Risk Assessment Fee Disc Rate	0.49%	0.94%	0.94%	1.89%	1.89%
Risk Assessment Fee Item Rate \$	0.76	1.21	1.21	1.96	1.96
Percent Change Disc Rate	0%	70%	48%	62%	308%
Percent Change Item Rate	0%	83%	51%	50%	315%
Percent Change Settlement Funding Fee Disc Rate	0%	0%	152%	0%	152%
Percent Change Settlement Funding Fee Item Rate	0%	0%	52%	0%	52%
Percent Change Risk Assessment Fee Disc Rate	0%	92%	0%	101%	286%
Percent Change Risk Assessment Fee Item Rate	0%	59%	0%	62%	158%

**Brainerd Public Utilities
BPU Commission Unfinished Business
May 27, 2025**

A. Hydro Generation (1/31/23)

Barr Engineering and staff continue work related to procurement of one at the hydro facility. Staff and Barr are awaiting responses on state funding prior to bidding. Barr recently found from multiple suppliers that the project type with the submersible generators are not longer in production or have been paused. We are still awaiting the reasoning behind this change. One such vendor eliminated their line completely. In Barr's preliminary research the eliminated line of turbine was anticipated to be the most economical for the utility. Additional information is forth coming.

Funding through legislative sessions has stalled at this time, but has now been picked up in both the house and senate from Marty Seifert, additional discussion to occur related to the F&H Contract (05/20/2025).

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 additional meetings continue as the verbiage is worked through, meetings have occurred multiple times through 05/14/2025.

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. Project continues as scheduled, awaiting approval from MDH, expected sometime fall of 2025.

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

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

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

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

JFK current mining load is approximately 20 MWs. JFK has requested additional capacity. BlockMetrix presented a 6-month extension at the April 29th meeting. The joint session discussion lead to a draft contract which has been provided to the operations and finance committee for comment.

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. See request for Construction Management at-Risk bid proposal.

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. Staff have discussed with State of MN and attorney Langel and all appear positive, next steps will be for ClimaVision to provide a site map for the easement. (05/22/2025).

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: May 27, 2025

TITLE OF ITEM: Discuss Flaherty & Hood P.A. Lobbying Contract for Hydro Generation

ACTION REQUESTED: Discussion Item

ESTIMATED TIME (MIN): 4

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager

SUMMARY OF ISSUE: As the legislative session comes to a close, the contract for lobbying with Marty Seifert of Flaherty and Hood comes to an end on June 30, 2025. The original 16-month contract was \$35,000. F&H is estimating \$25,000 for an additional 12-month extension and \$45,000 for an extension to December 31, 2027.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Staff feel there are 4 options to consider and discuss:

1. Extend for 12-month with F&H
2. Extend through December 31, 2027 with F&H
3. Work with MMUA governance and legislative team
4. Commission/Staff work with their own contacts to continue the efforts

RECOMMENDED ACTION/MOTION: Staff request direction from the outcome of the discussion on continuation of the hydro generation lobbying.

FINANCIAL IMPACT: \$25,000 - \$45,000



Public Utilities Commission

Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Approve SCR lowest quote Main Lift Make Up Air Unit

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

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

SUMMARY OF ISSUE: During the budget cycle it was noted that the MainLift Make Up Air Unit had not been completed. This line item was carried over in the capital budget for 2025 in the amount of \$150,000. Attached are two quotes for consideration that came in under budget. This unit is required to meet compliance standards.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend approving the lowest quote, SCR, for the main lift make up air unit in the amount of \$112,200.

FINANCIAL IMPACT: \$112,200 of \$150,000 budget

May 9th, 2025



Brainerd Public Utilities - Wastewater
Brainerd, MN

25-061

Attention: Charlie / Trent
Regarding: HVAC Upgrades for Main Lift.

CENTRAL | METRO DIVISION

604 Lincoln Ave. NE
St. Cloud, MN 56304
toll free 800 827 1642
office 320-251-6861
fax 320 251 9390

NORTHERN DIVISION

7674 College Road, Ste 115
Baxter, MN 56425
office 218 828 4337
fax 218-825-4966

SOUTHERN DIVISION

6131 Rome Cir NW, Ste A
Rochester, MN 55901
office 507-535-7954
fax 507-424-1825

153 Chestnut St., Ste 300
Mankato, MN 56001
office 507-345-8425
fax 507 387 3208

scr-mn.com

Services

REFRIGERATION
HVAC
SERVICE
BUILDING AUTOMATION
FOOD SERVICE

Main Lift Includes:

1. Demo and remove existing intake louver on South side of the building.
2. Providing and installing one 8,000 CFM Captiveaire indirect fired makeup air unit with 100-degree temp rise, 12:1 turndown, VFD and stand to be placed on new concrete pad on the South Side of the building. (Concrete by others).
3. Fabricate and install insulated ductwork to route new makeup air in through the existing louver opening.
4. Up to 100 lineal feet of gas piping.
5. Remove all three roof exhaust fans and replace with two direct drive Greenheck sidewall fans. One 8,000 CFM for occupied/purge ventilation, and one 400-600 CFM for continuous ventilation in the non-heating seasons.
6. New intake hood with stainless steel barometric relief to maintain a neutral pressure when small exhaust fan is running.
7. Control wiring and components to add new equipment to Building Automation System. (\$15,000.00)
8. Crane Costs
9. Startup
10. City Mechanical Permit
11. Certified Engineer Mechanical Plans
12. Labor
13. Freight
14. Tax
15. One-year parts and labor warranty, five-year heat exchanger warranty.

Budget Price is: \$112,200.00

Price does not include any electrical wiring, roofing, concrete pads, equipment rental or overtime labor rates.

OPTION: For exhaust fans to be roof mounted, **DEDUCT: \$2,500.00**

NOTE: This quote is valid for 30 days.

Thank you for the opportunity to quote you on this project. If you have any questions, please feel free to contact me.

Sincerely,
SCR – Central

Ethan Lochner

Ethan Lochner
Project Manager/Estimator
320-258-5157



P.O. Box 452
830 Brook Street
Brainerd, MN 56401

SERVING YOU SINCE 1940!
829-4332

QUOTATION

April 8, 2025

Valid 30 days

To: Brainerd Public Utilities
Attn: Charlie
Re: Pump Station Make Up Air Unit

We propose to provide labor and material for the following:

- Install one RUPP custom DOAS make up air unit
 - o Indirect fired unit with stainless steel heat exchanger
 - o 800kBTU capacity - 100° temp rise capable
 - o 6000 cfm capacity
- Electrical by others
- Gas piping included
- Ductwork as follows:
 - o Ductwork from ground mounted MAU
 - o Galvanized square duct up side of building
 - o All ductwork to be ran outside of building to existing damper opening
 - o Ductwork to be insulated on outie included
 - o Existing fresh air opening will be used from ductwork inlets – each part of building has opening
 - o All air entering building will go thru make up air unit – can't get a price for cutting new opening in walls
- If city needs this project engineered –any changes to this design will be extra

Labor and material for the sum of: \$122,300.00

Note! No electrical or permits included if needed.

Joe Hines

Accepted by: _____ Date: _____
Payable in full within 30 days of invoice.



Public Utilities Commission

Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Tower Mixer Quote

ACTION REQUESTED: Approve/Deny Motion

ESTIMATED TIME (MIN): 5

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Danny Loch, Finance Manager, Charlie Gammon, WWTP Supervisor, Trent Hawkinson, Operations Manager

SUMMARY OF ISSUE: The Downtown Tower Proposal from KLM's review and analysis of the tank is to install a mixer. A mixer in a water tower is a critical component for maintaining water quality and system efficiency. By continuously circulating the water within the tank, the mixer prevents thermal stratification and stagnation, which can lead to uneven disinfectant distribution, bacterial growth, and ice formation in colder temperatures. Mixing ensures a consistent water temperature and chemical composition throughout the tank, helping to maintain compliance with regulatory standards, extend the life of the infrastructure, and improve overall public health and safety.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Staff recommend accepting the Proposal from KLM Engineering Inc. To supply and install a new GridBee GS-12, 120v electric submersible mixer and GridBee SCADA control box for the 1,000,000-Gallon Torro Ellipsoidal "Downtown Tower", the only quote received from requests.

FINANCIAL IMPACT: \$30,724.00

April 17, 2025

Sent via Email Only

Daniel Loch
Finance Manager
Brainerd Public Utilities
8027 Highland Scenic Rd
Brainerd, MN 56401

**RE: 1,000,000-Gallon Toro Ellipsoidal "Downtown Tower"
Brainerd, Minnesota**

Dear Danny:

Thank you for the opportunity to submit this proposal to supply and install a new GridBee GS-12, 120v electric submersible mixer and GridBee SCADA control box.

SCOPE OF WORK

- ◆ Supply and install (1) GridBee GS-12, 120v electric submersible mixer.
- ◆ Supply (1) GridBee SCADA control box.
- ◆ KLM will have a licensed electrician complete the electrical installation, as required by code.
- ◆ KLM Engineering, Inc. will submit the documentation, on behalf of the Owner, as required by the Minnesota Department of Health, on the mixer installation.

With over 1,500 installations nation-wide, an Ixom GS Series mixer is a perfect fit for your tank. The GS Series mixer's proven durability and performance surpasses that of other mixing systems, as seen by its CFD modeling and customer recommendations. In addition, each mixer comes with a five (5) year manufacturer's warranty and NSF certification.

KLM Engineering, Inc. will submit the documentation, on behalf of the Owner, as required by the Minnesota Department of Health on the mixer installation. At the close of the project, KLM will submit the registration documentation to Ixom. A copy of the registration and mixer installation approval will be sent to the Owner for their records.

FEES

The fee for the above-referenced scope of work is:

☐ GridBee GS-12 Mixer and SCADA Control Box.....	\$ 21,074.00
☐ Electrical	\$ 9,650.00
TOTAL	\$ 30,724.00

Please check all the options you are purchasing.

NOTE: Sales tax applies to equipment if an exemption certificate is not provided.

OWNER'S RESPONSIBILITIES

The Owner's personnel shall be responsible for:

- Providing access to the tower and electrical panel for the mixer installation.
- Connecting the SCADA control box to the Owner's Telemetry System.
- Providing a sales tax exemption form; or paying sales tax on the mixer and SCADA control box.

The Owner needs to exchange a minimum of twenty (20%) percent of the water in the tower for the mixer to be effective. If the tower exchange rate is less than twenty (20%) percent, additional mixers may be required.

A licensed electrician is required to complete the electrical installation.

TERMS AND CONDITIONS

KLM has attached our standard Terms and Conditions. The Terms and Conditions are part of this Agreement between Brainerd Public Utilities and KLM Engineering, Inc. unless otherwise agreed to in writing by both parties.

ADDITIONAL INFORMATION

Additional information can be found at KLM's website at: www.klmengineering.com

AGREEMENT

This proposal is valid for sixty (60) days from the date of this proposal. If Brainerd Public Utilities finds the proposal acceptable, please sign and return it by mail, fax or email. By signing and returning this page only, you agree to the terms of the entire proposal document submitted.

This Agreement, between Brainerd Public Utilities in Brainerd, Minnesota and KLM Engineering, Inc. is accepted by:

BRAINERD PUBLIC UTILITIES
8027 Highland Scenic Rd
Brainerd, MN 56401

KLM ENGINEERING, INC.
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

Signature

Signature

Name

Dan Popehn
Name

Title

Director of Business Development
Title

Date

April 17, 2025
Date

We look forward to working with you.

Sincerely,

KLM ENGINEERING, INC.
Dan Popehn
Director of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 612-743-3102
Email: dpopehn@klmengineering.com

Attachments: KLM Terms and Conditions
GridBee GS Series Submersible Mixer Brochure
GridBee SCADA Control Panel Technical Data Sheet

Rev 2024.02.07

**KLM ENGINEERING, INC. (KLM)
TERMS AND CONDITIONS**

1. **AGREEMENT.** The agreement between the parties when entered by the parties shall include the applicable referenced agreement documents (i.e., KLM proposal/Agreement) and shall include these KLM Terms and Conditions (the “Agreement”). The Agreement may not be modified except by mutual agreement in writing.
2. **ADDITIONAL SERVICES.** Additional work or services shall not be performed without a KLM executed change order or purchase order outlining the scope of additional work or services.
3. **KLM CLIENT RESPONSIBILITIES.** The KLM Client shall fully disclose to KLM its knowledge of the condition of the project structure(s), its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on the KLM Client’s behalf regarding the project; and provide safe access to and at the project site. When reasonably requested by KLM, the KLM Client shall furnish the services of other consultants including, but not limited to engineers and insurance representatives. The KLM Client shall test for pollution and hazardous materials when required by law or as requested by KLM. The KLM Client shall provide KLM with all necessary permits and other authorizations.
4. **SAFETY.** KLM shall be responsible for the safety of KLM personnel at the project site. The KLM Client or other persons shall be responsible for the safety of all other persons at the project site. The KLM Client shall inform KLM of any known or suspected hazardous materials or unsafe conditions at the project site. If, during the course of the KLM services, such materials, or conditions are discovered at the project site, KLM reserves the right to take measures to protect KLM personnel and equipment or to immediately terminate KLM services. The KLM Client agrees to be responsible for, and agrees to pay, any such additional protection costs. Upon such discovery by KLM, KLM agrees to use commercially reasonable efforts to notify the KLM Client in writing, of hazardous materials or unsafe conditions regarding the project site.
5. **HAZARDOUS MATERIALS.** Unless otherwise agreed to in the scope of work with the KLM Client, KLM has no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials at the project site. To the full extent permitted by the law, the KLM Client shall defend, indemnify, and hold harmless KLM, its employees and representatives from all claims, including costs and attorney fees, arising out of the presence of hazardous materials or exposure to the same on the job site.
6. **SITE ACCESS AND RESTORATION.** The KLM Client will provide KLM and its representatives with safe and legal project site access. It is understood by the KLM Client that in the normal course of KLM providing its services and work, some nominal damage to the project site may occur. KLM agrees to take reasonable commercial precautions to minimize such damage, if any. Restoration of the project site, if any, is the responsibility of the KLM Client, unless otherwise agreed to in writing in the scope of work.
7. **KLM LIMITED WARRANTY AND DISCLAIMER.** KLM will perform services consistent with the standard of care and skill normally performed by other like firms in the industry and profession at the time of this service and in the geographic area of the project. **EXCEPT AS EXPRESSLY STATED IN THIS SECTION, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE, PERTAINING TO THE PRODUCTS AND SERVICES SOLD UNDER THIS AGREEMENT. KLM DISCLAIMS ANY IMPLIED**

WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL KLM BE LIABLE TO THE KLM CLIENT, ITS AGENTS, REPRESENTATIVES, EMPLOYEES, CUSTOMERS OR ANY OTHER THIRD PARTY, FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF USE, LOSS OF REVENUE OR LOSS OF PROFIT, IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT OR THE EXISTENCE, FURNISHING OR FUNCTIONING OF ANY ITEM OR SERVICES PROVIDED FOR IN THIS AGREEMENT OR FROM ANY OTHER CAUSE, INCLUDING WITHOUT LIMITATION CLAIMS BY THIRD PARTIES, EVEN IF KLM HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. **SCHEDULING.** Prior to KLM scheduling its services related to the project, the KLM Client shall furnish KLM with a written Agreement, purchase order or other written request for KLM services and shall give as much notice as reasonably possible in advance of the time when the KLM services are desired to commence. The KLM service schedule shall be mutually agreed upon by the parties in writing. If a KLM inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the project site, then the KLM Client shall be billed, and the KLM Client agrees to pay for KLM time and expenses according to the then current KLM Fee Schedule for KLM time spent and KLM costs incurred. If KLM is unable to redirect KLM representatives to other third-party project sites on the canceled or delayed scheduled service day, at a minimum, the KLM Client will be billed and the KLM Client agrees to pay KLM for one (1) full day of KLM labor.
9. **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance. KLM will provide KLM Client with a certificate of insurance upon KLM Client's request.
10. **PAYMENT.** KLM will submit periodic invoices for KLM services provided and work performed. Invoices are due upon receipt. The KLM Client agrees to inform KLM of invoice questions or disputes within 10 business days of the invoice date. The KLM Client agrees to pay all undisputed KLM invoiced amounts within 45 days of the invoice date. The KLM Client agrees to pay interest on all overdue amounts at a rate of 1.5% per annum or the rate allowed by law, whichever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts. If any undisputed invoice remains unpaid for 60 days, then KLM may, at its sole discretion, suspend or terminate services to the KLM Client without liability.
11. **INDEMNIFICATION.** KLM shall indemnify and hold harmless the KLM Client and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by KLM's negligent acts or omissions.

The KLM Client shall indemnify and hold harmless KLM and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by the KLM Client's negligent acts or omissions. Further, the KLM Client shall indemnify and hold harmless KLM from all claims or losses arising out of the unauthorized use of KLM's Documents.

- 12. LIMITATION OF LIABILITY.** IN NO EVENT SHALL KLM OR THE KLM CLIENT BE LIABLE, ONE TO THE OTHER, FOR INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE OR USE OF ANY PRODUCTS OR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT.
- 13. DELAYS.** If KLM service or work delays are caused by the KLM Client, by third parties, strikes, natural causes, weather, or other circumstances beyond KLM's control, a reasonable time extension for performance of KLM services and work shall be granted, and KLM shall be entitled to and the KLM Client agrees to pay KLM an equitable fee adjustment.
- 14. TERMINATION.** After seven (7) days written notice, either party may elect to terminate this Agreement. Notwithstanding the foregoing, the KLM Client agrees to pay for all KLM services provided and work performed through the date of termination. Notwithstanding the foregoing, the following sections shall survive the termination of this Agreement: Sections 5, 7, 10, 11, 12, 15, 16, 21 and 24.
- 15. SEVERABILITY.** Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions of the Agreement shall continue in full force and effect.
- 16. KLM'S DOCUMENTS.** All reports, specifications, drawings and other documents furnished by KLM are part of KLM's services and work for the KLM Client and the same are for use only for the project (KLM Documents). KLM retains all ownership of said documents regardless of whether the project is completed. The KLM Client may retain copies of the KLM Documents for reference purposes. KLM does not represent or warrant that the KLM Documents are suitable for reuse on any extension of the project or on other projects. The KLM Client shall not use the KLM Documents without KLM's written consent.
- 17. ASSIGNMENT.** KLM may not assign this Agreement to any other person unless written consent is obtained from the KLM Client.
- 18. AMENDMENTS.** Any modification or amendment of to this Agreement shall require a written agreement signed by both Parties.
- 19. NONDISCRIMINATION.** In the hiring of employees to perform work under this Agreement, KLM shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.
- 20. GOVERNING LAW.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota without regard to or application of conflicts of law rules or principles. All proceedings related to this Agreement shall be venued in **Washington County, Minnesota.**
- 21. AUDIT.** Pursuant to **Minnesota Statutes, § 16C.05, Subdivision 5**, KLM agrees that the KLM Client, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary (but under all circumstances not more often than once per calendar year), shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, or records which are pertinent to the accounting practices and procedures of KLM, and involve transactions relating to this Agreement.

22. **JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO.** During the term of this Agreement and thereafter, KLM has the KLM Client's permission to take photographs or video of the project site for training, documentation, education or KLM promotional purposes. A signed Agreement that includes these KLM Terms and Conditions constitutes the KLM Client's written permission to KLM regarding the use of the items and information set forth in this section.
23. **WAIVER.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
24. **HEADINGS.** Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
25. **ENTIRE AGREEMENT.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

End of the KLM Terms and Conditions.

Rev 2022.11.23

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Brochure



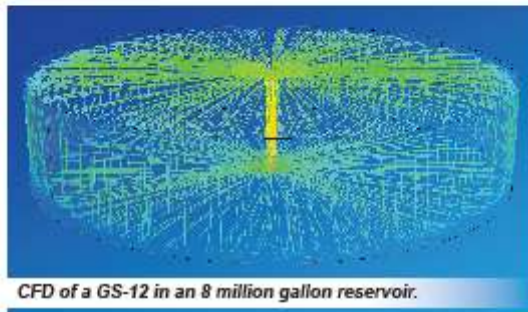
GridBee® GS Series Submersible Mixers

Effective. Efficient. Affordable.

Reliable 24-hour active mixing with the lowest life-cycle cost. The benefits are immediate!

Benefits

- Prevents stagnation, thermal stratification & short-circuiting.
- Provides uniform water age & equal distribution of disinfectant.
- Minimize chemical disinfectant usage & disinfection by-products.
- Increases contact time (baffle factor) in clearwells.
- Reduces nitrification in chloraminated systems.
- Eliminate energy intensive & costly deep-cycling and/or flushing of tanks.
- Reduces ice buildup & tank damage in cold climates.



Performance Guaranteed.

Features

- Engineered for easy deployment.
- No tank entry required.
- Utilizes efficient sheet mixing technology.
- 316SS Construction.
- Certified to NSF/ANSI 61 and NSF/ANSI 372.
- 120VAC 1Ph Standard.
- 240VAC 1PH or 460VAC 3PH available.
(for GS-9 and GS-12 models only)
- 5-Year Warranty.
- Liquid disinfectant boosting port.

NSF / ANSI Standard 61 Certified By

	NSF	UL	CSA
GS Mixer	X		
GS Motor		X	X

NSF / ANSI Standard 372 Certified By

	NSF	UL	CSA
GS Mixer	X		
GS Motor		X	X

**Effective mixing for
any tank size, any
tank build.**



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Brochure



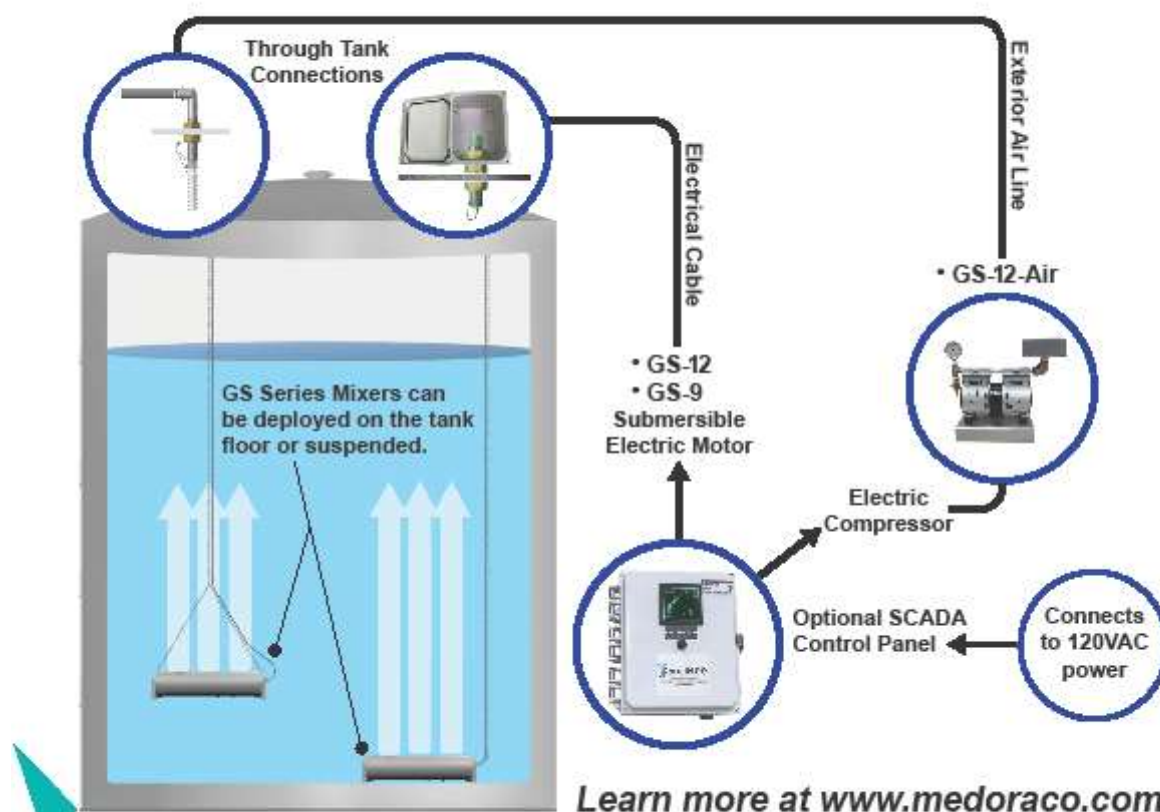
GridBee® GS Series Submersible Mixers

GridBee® GS Series Submersible Tank Mixers are easily deployed through a hatch, vent, or other tank opening twelve (12) inches or larger in diameter. The "GS" thoroughly mixes the entire tank volume from tank floor to water surface resulting in consistent disinfectant residuals, even temperature profiles and uniform water age.

Assembled Machine Dimensions

	Length	Diameter	Weight
GS-9	24 in. (61 cm)	10 in. (25 cm)	65 lbs. (29 kg)
GS-12	36 in. (91 cm)	10 in. (25 cm)	75 lbs. (34 kg)
GS-12-Air	36 in. (91 cm)	10 in. (25 cm)	50 lbs. (23 kg)

Everything you need for a fast & efficient deployment is included!



Learn more at www.medoraco.com

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1894_2500612

Technical Data Sheet



GridBee SCADA Panel

Part Number: 101846

Description

The GridBee Standard SCADA accessory package offers the ability to monitor a GridBee for proper operation via monitoring motor current through two programmable open collector outputs. Remotely control on or off via a 24VDC relay by a local PLC. The unit is contained within a NEMA 4 enclosure to be mounted near the 120 VAC power source. Additional features include a circuit breaker, Hand Off Auto (HOA) 3-position switch and LCD display. UL508 certified.

Specifications:

Power Source Required

120vAC, 20 Amp Outdoor Rated Receptacle

Enclosure

10" X 8" X 4", molded Integra NEMA 4
Mounting Feet Hole Pattern: 5.75" W X 11.25" H
Back Insert Hole Pattern: 5.75" W X 7.75" H

Open Collector Sinking Outputs

There are two open collector outputs which can be configured to act as alarm or a 4-20 mA signal. The open collectors can sink a maximum of 34 VDC and 500 mA. The default settings include a normally closed out of range output, along with a 4-20 mA output.

4-20 mA

Active 4-20mA, Output Load 250 Ohms
Linear Scaling: Mixer Current = (mA Value - 4) / 0.8
4 mA = 0 Amps Mixer Current
20 mA = 20 Amps Mixer Current
Signal Current:

Normal = 9.6 mA - 14.8 mA

Operating Status:

Normal (GREEN): 7.0 A - 13.5 A

Fault (RED): Outside of Normal Range

*Range is programmable via display meter.

On/Off Control Relay

A relay is available with a 24 VDC coil to offer remote on or off control while the HOA switch is positioned in Auto for conditions requiring the unit to be shut off such as low water level.

Coil Power: 24 VDC nominal (19.2V to 28.4V DC)

Type: Normally open. Can be field adjusted to normally closed if required.

Auto Operating Temperature: -40°C to 55°C

Hand Operating Temperature: -40°C to 75°C



Figure 1: GridBee Standard SCADA Box, Green for in range



Figure 2: GridBee Standard SCADA Box, Red for out of range



Shipping Size/Weight

18 inch X 15 inch X 8 inch, 8 lbs

Warranty

Reference GridBee Product Limited Replacement Warranty.

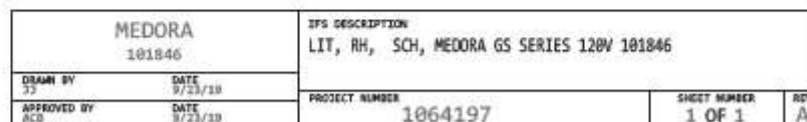


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GridBee SCADA Panel

Electric Schematic





May 15th, 2025

Dear Brainerd City Council Members,

Brainerd Community Action, in partnership with The Panda Project, is excited to propose the launch of a *Hometown Heroes Recognition Project* along Laurel Street to honor local veterans and active-duty military personnel.

This idea originated with a conversation with Tim Houle while he was still in his role as Crow Wing County Administrator. What is envisioned is a way to recognize and celebrate our longstanding history of service in the Brainerd Lakes Area. We would like permission to place personalized banners along the stretch of Laurel Street between Brainerd City Hall and the Crow Wing County Government buildings. These banners would highlight individuals from our community who have served or are currently serving in our nation's armed forces.

Banners would be available for purchase through a fundraising campaign, and at the end of each season, they would be returned as keepsakes to the individuals or families who sponsored them, with the option to display them again in future years.

The project timeline would see banners installed beginning each May and remaining in place through the summer. The light poles in this area are already equipped with upper banner hardware. To move forward, we respectfully request permission to ask Brainerd Public Utilities to assist by installing the necessary hardware on the bottom sections of the poles to properly secure the banners. We are not requesting any financial contribution from the City or BPU, just this logistical and staffing support. We would also be willing to take on the installation and removal of the banners as well to help keep the burden to The City a minimum.

This project provides a heartfelt way for Brainerd to honor its service members while beautifying our public spaces and strengthening community pride. We appreciate your consideration and would be glad to meet with city and BPU staff to outline the next steps if there is interest in this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Badeaux", is written over a light blue rectangular background.

Dave Badeaux

Executive Director

On behalf of the Board of Directors



**BRAINERD
HOMETOWN
HERO**



**JOHN
JOHNSON**

Hometown
HEROES



**HONOREE
NAME**
SERVICE BRANCH

2
TWO
WAY
8:00 AM
TO
6:00 PM





May 15th, 2025

Dear Brainerd City Council Members,

Brainerd Community Action is writing to propose a creative collaboration with the City of Brainerd and Brainerd Public Utilities (BPU) to bring vibrancy and visual interest to our downtown area through the painting of electrical utility boxes.

Across the country, cities have partnered with local artists to transform plain utility boxes into unique pieces of public art. These mini-murals have been shown to discourage graffiti, spark community conversation, and enhance public spaces with local creativity. We believe this initiative aligns with Brainerd's goals of fostering a vibrant, walkable downtown and supporting the arts.

We would like to begin this effort on a small scale by working with one or two local artists to paint selected boxes in and around the downtown area. Our preferred starting point is the utility box located at the corner of Laurel and 6th Streets, adjacent to City Hall. Pending approval and success of the pilot effort, we hope to expand the program over the coming years to additional locations across the city.

We understand that these boxes are the property of The City under BPU and we would coordinate closely with them on logistics, box selection, and maintenance considerations. We are not in need of any financial involvement – we are only asking to move forward collaboratively.

Thank you for considering this initiative that aims to inject energy, color, and local flair into our downtown environment. We would be happy to provide sample designs, artist proposals, or meet with representatives from the city and BPU to discuss details further.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Badeaux", is written over a light blue rectangular background.

Dave Badeaux

Executive Director

On behalf of the Board of Directors





HR Director's Report to Public Utilities Commission

May 22, 2025

Personnel:

- Four Public Utilities Department employees were off work intermittently this past month with two of them for a work-related medical issue.
- Lineworker Dylan Ferrari submitted his resignation with May 26th as his last working day. The Council accepted his resignation with regret and authorized staff to begin the hiring process to backfill his position. The Lineworker position has been posted and the deadline to submit an application is June 10th.
- On April 7th, the Council authorized Staff to begin the hiring process for a full-time Laborer position. Interviews took place on May 19th and a conditional job offer will be made.
- The Electric Distribution Supervisor job posting closed on April 29th. One external applicant applied and was interviewed. Staff decided they would like to hold off hiring for this position at this time due to current workload.
- On April 21st, the Council approved the updated Meter Serviceworker Job Description and to internally backfill the position. Two internal applications were received. Staff will present a recommendation to the Council for its June 2nd meeting.
- We have hired three Seasonal Laborers for the Public Utilities Department for this Summer. Two have completed their pre-employment process. Kathryn Olson will be starting on May 27th and Kaden Imdieke will start on June 2nd.
- Technology Specialist Trevor Hines started employment on May 21st. We will be asking the Council to ratify the hiring of GIS Specialist Connor Plagge at their June 2nd meeting. A conditional job offer has been extended for the Network Administrator position and the individual is completing the pre-employment hiring process. After the Network Administrator is on board, our newly-formed Technology Department will be fully staffed.

Union Negotiations:

On May 5th, the City Council approved the 2025-2027 contract terms and wage resolution with the United Steel Workers International, Local 9230 Unit 09 (Hydro) Union. The Council also approved a Memorandum of Understanding (MOU) allowing IBEW Union members to temporarily work at the Hydro Facility. This MOU was an extension of previous agreements and will expire on 12/31/27. The MOU is being negotiated with the IBEW Union.

Wellness Committee:

The Wellness Committee held a walk in the park Lunch 'N Learn on May 22nd. We had a great turnout and beautiful weather!

During May, Brainerd employees are competing in a Walking Challenge against other entities in the Better Health Collective Health Insurance Pool. Good luck Brainerd team members!



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Brainerd Public Utilities Finance Managers Report May 27, 2025

Financial Reports

Once the final audit numbers are known the 2025 statements will be completed and presented as in past years. January, February and March are in progress. I will send them to the Finance Committee as soon as they are completed. See attached budget to actual report to date. Staff have begun a new process to provide the reports within the timeframe requested, with the director turnover staff time as been allocated to other projects and will be correcting next month.

Streetlighting/Water/Wastewater Cost Studies

The cost studies for streetlighting/water/wastewater continue. UFS is awaiting the 2025 numbers and will be completing the studies on the most up to date information.

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. NREL has been working through the scoped work and we have cancelled our last few meetings as the scope of work is being completed.

Hydro Funding:

As noted in the the unfinished business hydro funding is still being discussed at the state legislature. Marty Seifert provided an update noting that the Chair of the committee overseeing our bill is still under consideration and open to negotiation with the Senate. Senator Heintzman did pick up our bill and we now have representation on the bill in both the House and Senate.

Galvanized Service Line Replacement Funding:

Chelsey and I attended a funding conference in Nisswa held by Minnesota Rural Water Association to determine funding avenues for galvanized service lines requiring replacement. In discussions at the conference BPU is on schedule and awaiting results of the project priority list request, expected results to come in the fall of 2025.

Retro Payments/ Contract Settlement:

2024 and 2025 retro payments and calculations have been made and applied with the settlement of the contract.

Attorney Discussions

On-going discussions have been happening with attorney Langel related to the ClimaVision Lease, BlockMetrix agreement, and Rotary Solar Project.

Credit Card Transaction Processing

Staff have been meeting with and receiving demonstrations of options to assist with the credit card transaction processing. Additional conversation to occur at the meeting as noted on the agenda.



Brainerd Public Utilities, MN

Packet Summary Budget Report

Group Summary

For Fiscal: 2024 Period Ending: 07/31/2024

Account Typ...	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1 - ELECTRIC						
Revenue	14,741,700.96	14,741,700.96	2,075,323.21	16,091,831.17	1,350,130.21	9.16 %
Expense	13,582,031.68	13,582,031.68	2,049,600.08	14,315,048.26	-733,016.58	-5.40 %
Fund: 1 - ELECTRIC Surplus (Deficit):	1,159,669.28	1,159,669.28	25,723.13	1,776,782.91	617,113.63	-53.21 %
Fund: 2 - WATER						
Revenue	2,294,731.74	2,294,731.74	256,721.31	2,058,487.83	-236,243.91	10.30 %
Expense	2,553,628.14	2,553,628.14	205,785.38	1,774,843.48	778,784.66	30.50 %
Fund: 2 - WATER Surplus (Deficit):	-258,896.40	-258,896.40	50,935.93	283,644.35	542,540.75	209.56 %
Fund: 3 - WASTEWATER TREATMENT						
Revenue	2,837,714.46	2,837,714.46	397,575.73	3,379,496.86	541,782.40	19.09 %
Expense	2,796,430.98	2,796,430.98	159,543.21	1,761,843.79	1,034,587.19	37.00 %
Fund: 3 - WASTEWATER TREATMENT Surplus (Deficit):	41,283.48	41,283.48	238,032.52	1,617,653.07	1,576,369.59	-3,818.40 %
Fund: 4 - HYDRO DAM						
Revenue	7,696.92	7,696.92	0.00	3,023.10	-4,673.82	60.72 %
Expense	259,596.12	259,596.12	51,268.84	473,882.41	-214,286.29	-82.55 %
Fund: 4 - HYDRO DAM Surplus (Deficit):	-251,899.20	-251,899.20	-51,268.84	-470,859.31	-218,960.11	-86.92 %
Report Surplus (Deficit):	690,157.16	690,157.16	263,422.74	3,207,221.02	2,517,063.86	-364.71 %

Electric revenue and expense differences primarily are due to the crypto mining load.

Water Revenues are typically under budget until sprinkling begins

Hydro expenses and revenue are under budget due to catch up of the hydro benefit. Over \$300k still needed to be recorded for catch up from March to todays date. Will be caught up over the next month.

Fund Summary

Fund	Original YTD Budget	Current YTD Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
1 - ELECTRIC	1,159,669.28	1,159,669.28	25,723.13	1,776,782.91	617,113.63
2 - WATER	-258,896.40	-258,896.40	50,935.93	283,644.35	542,540.75
3 - WASTEWATER TREATMENT	41,283.48	41,283.48	238,032.52	1,617,653.07	1,576,369.59
4 - HYDRO DAM	-251,899.20	-251,899.20	-51,268.84	-470,859.31	-218,960.11
Report Surplus (Deficit):	690,157.16	690,157.16	263,422.74	3,207,221.02	2,517,063.86

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	968,000	872,000								4,780,000
Station Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Line Loss %5 Estimate	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Generation	1,021,000	917,000	1,002,000	968,000	872,000	-	-	-	-	-	-	-	4,780,000
Blended AEP Cost	\$ 0.06472	\$ 0.07869	\$ 0.08077	\$ 0.08472	\$ 0.08472								\$ 0.0787
Calculated Full Benefit	66,079.12	72,158.73	80,931.54	82,008.96	73,875.84	-	-	-	-	-	-	-	375,054.19

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



Public Utilities Commission Agenda Request

MEETING DATE: May 27, 2025

TITLE OF ITEM: Operations Manager Report

ACTION REQUESTED: Discussion Item

ESTIMATED TIME (MIN): 2

SUBMITTED BY: Danny Loch, Finance Manager

PRESENTER: Trent Hawkinson, Operations Manager

SUMMARY OF ISSUE: A verbal update will be provided at the Commission meeting.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:

FINANCIAL IMPACT:

Outages April

Date	Meters	Time	Location		Cause
Water interruptions					
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 Interruptions					
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



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Brainerd Public Utilities Water/Wastewater Manager's Report May 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. Identification signs on all wastewater buildings completed

Biosolids

Working on the Minnesota Biosolids PFAS Strategy consisting of PFAS sampling, required actions include reduction efforts and communication. On-going development of the Minnesota Biosolids PFAS Strategy program for the approved Biosolids application sites. Finished applying 1,356,000 gallons of biosolids on approved Biosolids application sites.

Lab

Sent April 2025 Electronic Daily Monitoring Report. Sampled influent and effluent for copper and mercury, sampled effluent Priority Pollutants. 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 6 residential drinking water concerns from April 22 – May 20. Met with well head protection group for Storm water issues within Brainerd Drinking Water Supply Management Area (DWSMA). Consumer Confidence Report (CCR) sent with May billing statements and has been added to our website and e-mailed as required. (Attached)

River crossing

Working on Pay request 8 of River Crossing project.

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

Water/Wastewater operators presented Brainerd's Biosolids program at the biosolids refresher held at Breezy Point on May 20, 2025.

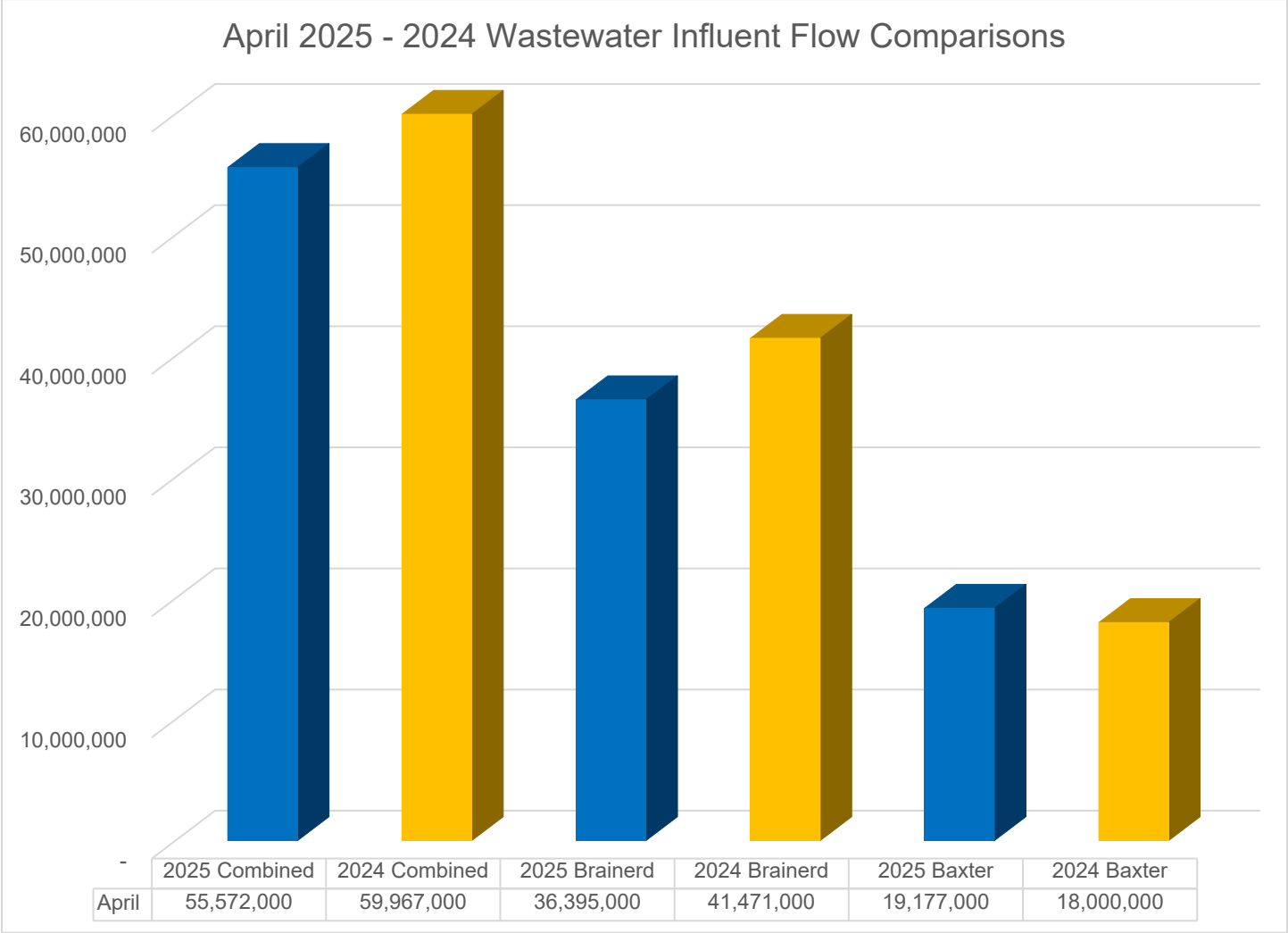
Wastewater Influent Chart Summary

April 2025-2024 Total Wastewater influent flow comparisons

April Combined total flow was 55,572,000 gallons which is down 4,395,000 gallons from the previous year.

April Brainerd total flow was 36,395,000 gallons which is down 5,076,000 gallons from the previous year.

April Baxter total flow was 19,177,000 gallons which is up 1,177,000 gallons from the previous year.

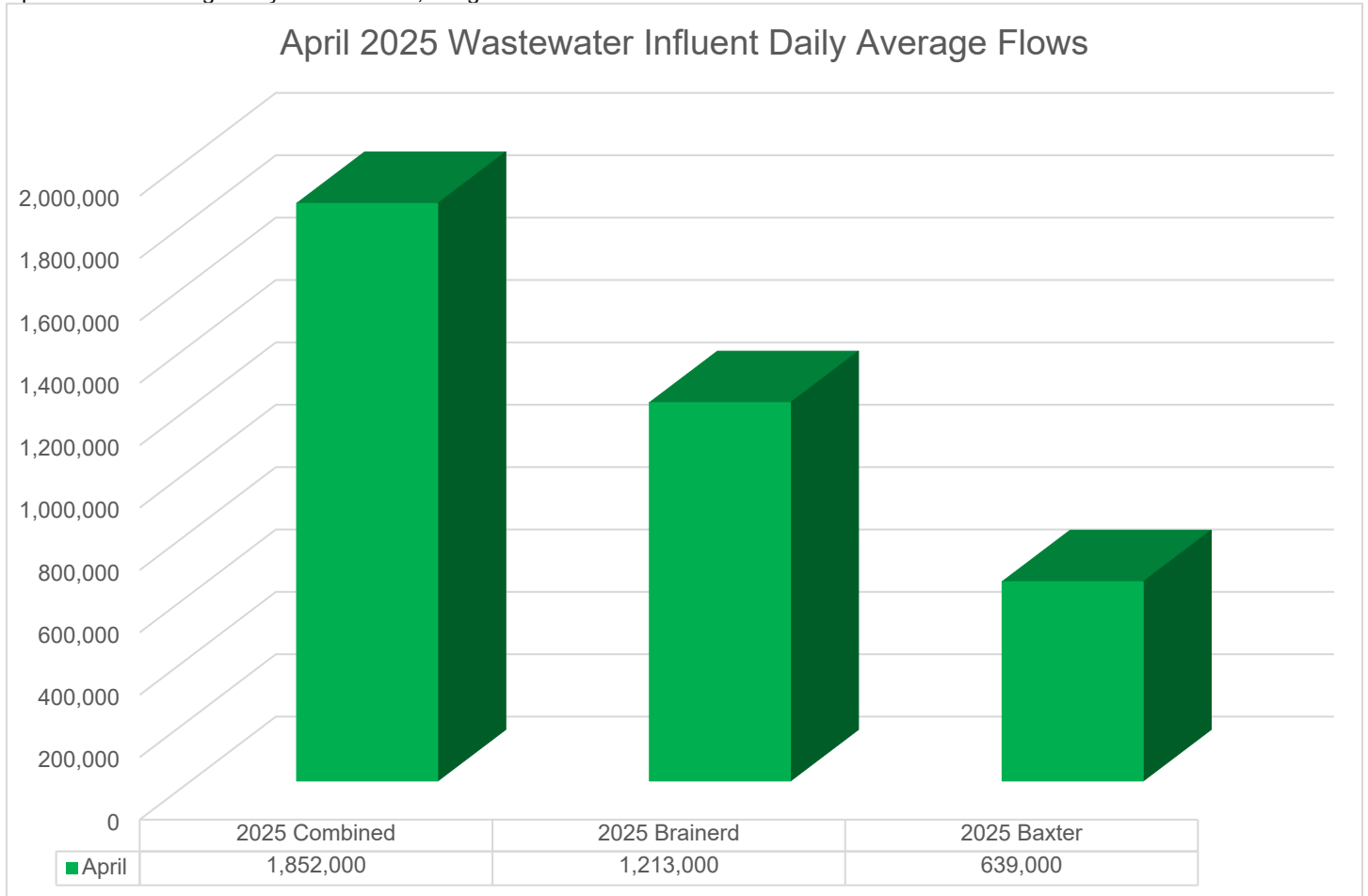


April 2025 Wastewater Influent Daily Average Flows

April Combined average daily flow was 1,852,000 gallons

April Brainerd's average daily flow was 1,213,000 gallons

April Baxter's average daily flow was 639,000 gallons





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Water Production summary for April 2025

April 2025 Water Pumping Statistics

Water pumped to the North distribution system total was 26,760,000 gallons for a daily average of 892,000 gallons. Water pumped to the South distribution system total was 5,460,000 gallons for a daily average of 182,000 gallons per day. Chemical usage averages for the month: 2.20 gallons of fluoride per day, 5.72 gallons of caustic soda per day, 6.58 gallons of orthophosphate per day, and 20.44 pounds of chlorine per day. Went through 18 filter backwash events while using an average of 218,000 gallons for each event.

Wells

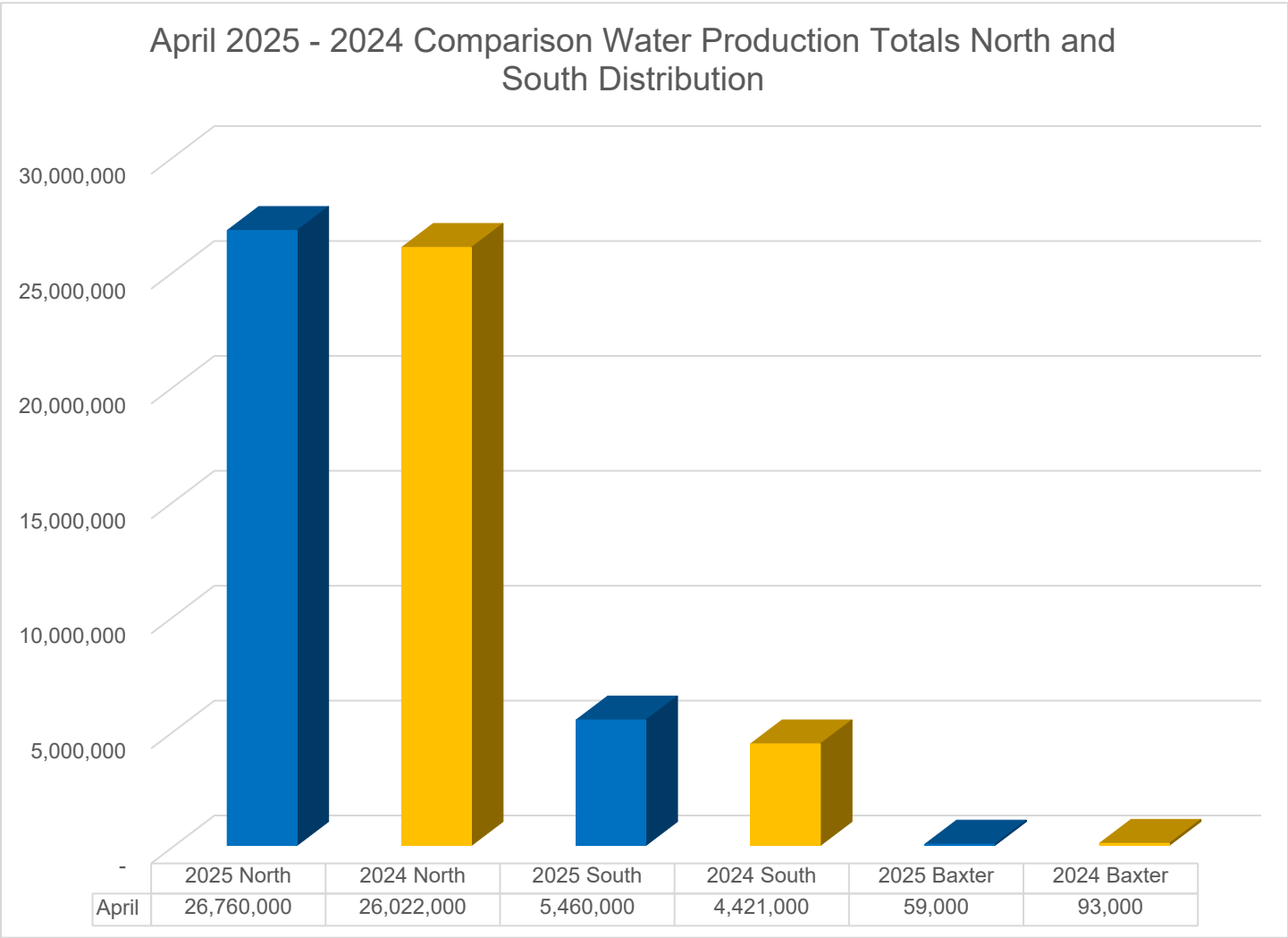
All wells are functioning normally. Staff replaced the debris screen for the pressure relief pipe in well 8.

Filtration Plant

April 2025 daily test results finished water is achieving an average of 97.8% removal of iron from the raw water concentration and 97.3% removal of manganese. BPU staff electrician fixed a faulty control panel switch with a replacement unit (North plant # 2 side controls).

Water Chart Summary

April 2025-2024 Total Water Flow comparisons
April North Total Flow was 26,760,000 gallons which is up 738,000 gallons from the previous year.
April South Total Flow was 5,460,000 gallons which is up 1,039,000 gallons from the previous year.
April Baxter Total Flow was 59,000 gallons which is down 34,000 gallons from the previous year.

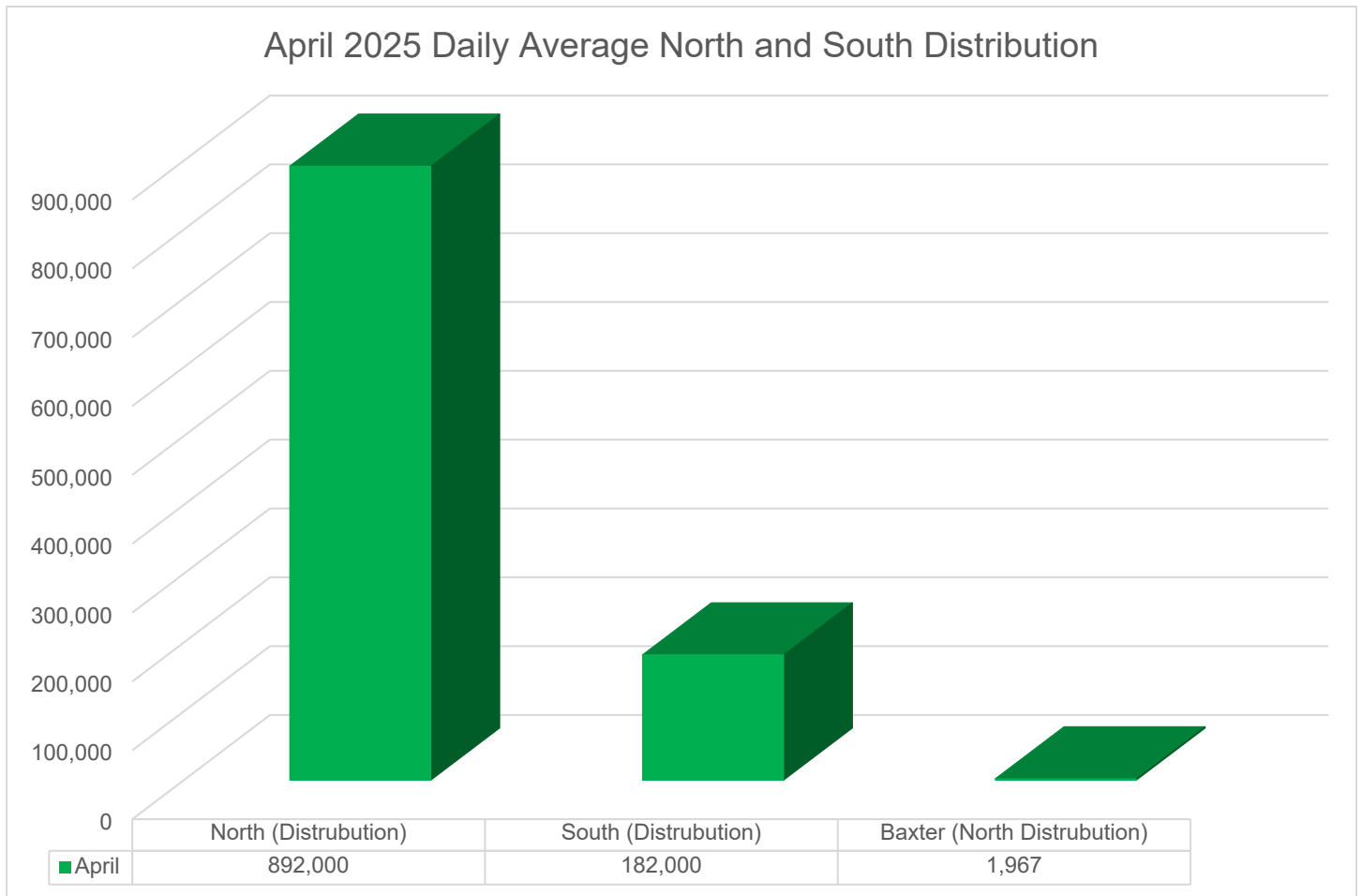


April 2025 Water Daily Flow Averages

April North Zone Daily Average Flow was 892,000 gallons

April South Zone Daily Average Flow was 182,000 gallons

April Baxter Daily Average Flow was 1,967 gallons



Brainerd 2024 Drinking Water Report

Making Safe Drinking Water

Your drinking water comes from a groundwater source: six wells ranging from 123 to 187 feet deep, that draw water from the Quaternary Water Table aquifer.

Brainerd works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Charlie Gammon, Water Manager, at (218) 825-3237 or cgammon@bpu.org if you have questions about Brainerd's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Brainerd Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2024.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test

Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **ppt (parts per trillion):** One part per trillion is like one drop in one trillion drops of water, or about one drop in an Olympic sized swimming pool. ppt is the same as nanograms per liter (ng/l).
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.

Monitoring Results – Regulated Substances

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Action Level	90% of Results Were Less Than	Number of Homes with High Levels	Range of Detected Test Results	Violation	Typical Sources
Copper (01/03/25)	0 ppm	90% of homes less than 1.3 ppm	1.07 ppm	1 out of 60	0.06 - 4.10 ppm	NO	Corrosion of household plumbing.
Lead (01/03/25)	0 ppb	90% of homes less than 15 ppb	<2 ppb	1 out of 60	0 - 79.8 ppb	NO	Corrosion of household plumbing.
Lead (07/19/24)	0 ppb	90% of homes less than 15 ppb	<2 ppb	0 out of 60	0 - 12.1 ppb	NO	Corrosion of household plumbing.
Copper (07/19/24)	0 ppm	90% of homes less than 1.3 ppm	1.63 ppm	14 out of 60	0.05 - 2.15 ppm	YES	Corrosion of household plumbing.

Potential Health Effects and Corrective Actions (If Applicable)

Copper: Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience

gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilson's disease should consult their personal doctor.

Copper: We are in ongoing exceedance of the action level for copper. In response to this issue, we performed a corrosion control study and/or have taken actions to make the water less likely to absorb materials such as copper from your plumbing.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Nitrate	10 ppm	10 ppm	0.25 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG or MRDLG)	EPA's Limit (MCL or MRDL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Total Haloacetic Acids (HAA)	N/A	60 ppb	34.3 ppb	1.10 - 41.00 ppb	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	0.3 ppm	0.12 - 0.51 ppm	NO	Water additive used to control microbes.
Total Trihalomethanes (TTHMs)	N/A	80 ppb	78.5 ppb	15.40 - 85.00 ppb	NO	By-product of drinking water disinfection.

Total HAA refers to HAA5

Potential Health Effects and Corrective Actions (If Applicable)

Total Trihalomethanes (TTHMs): During the year our system had a TTHM result that was greater than the MCL. Since there is variability in sampling results, and this is not an acute contaminant, four quarterly sample results are used to determine compliance for this contaminant. TTHMs will continue to be monitored quarterly on our system into 2025.

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Fluoride	4.0 ppm	4.0 ppm	0.75 ppm	0.53 - 0.76 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: Fluoride is nature's cavity fighter, with small amounts present naturally in many drinking water sources. There is an overwhelming weight of credible, peer-reviewed, scientific evidence that fluoridation reduces tooth decay and cavities in children and adults, even when there is availability of fluoride from other sources, such as fluoride toothpaste and mouth rinses. Since studies show that optimal fluoride levels in drinking water benefit public health, municipal community water systems adjust the level of fluoride in the water to an optimal concentration between 0.5 to 0.9 parts per million (ppm) to protect your teeth. Fluoride levels below 2.0 ppm are not expected to increase the risk of a cosmetic condition known as enamel fluorosis.

Monitoring Results – Unregulated Substances/Emerging Contaminants

In addition to testing drinking water for contaminants regulated under the Safe Drinking Water Act, we sometimes also monitor for contaminants that are not regulated. Unregulated contaminants do not have legal limits for drinking water. MDH, EPA, and other health agencies may have developed comparison values for some of these compounds. Some of these comparison values are based solely on potential health impacts and do not consider our ability to measure contaminants at very low concentrations nor the cost and technology of prevention and/or treatment. These values may be set at levels that are costly, challenging, or impractical for a water system to meet (for example, large-scale treatment technology may not exist for a given contaminant). Sample data are listed along with comparison values in the table below; it is important to note that these comparison values are not enforceable.

Detection alone of a regulated or unregulated contaminant should not cause concern. The significance of a detection should be determined considering current health effects information. We are often still learning about the health effects, so this information can change over time.

A person drinking water with a contaminant at or below the comparison value would be at little to no risk for harmful health effects. If the level of a contaminant is above the comparison value, people of a certain age or with special health conditions—like a fetus, infants, children, elderly, and people with impaired immunity—may need to take extra precautions. We are notifying you of the unregulated/emerging contaminants we have detected as a public education opportunity.

Unregulated contaminant monitoring helps EPA to determine where certain contaminants occur and whether the Agency should consider regulating those contaminants in the future.

- More information is available on [MDH's A-Z List of Contaminants in Water](https://www.health.state.mn.us/communities/environment/water/contaminants/index.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/index.html>)
- [Fourth Unregulated Contaminant Monitoring Rule \(UCMR 4\)](https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html) (<https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html>)
- [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>)
- EPA has developed a [UCMR5 Program Overview Factsheet](https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf) (<https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf>) describing UCMR 5 contaminants and standards.

In the past year, your drinking water may have tested for additional unregulated contaminants as part of the [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>) and results are still being processed. The Unregulated Contaminant Monitoring Rule 5 (UCMR 5) Data finder allows people to easily search for, summarize, and download the available [UCMR 5 analytical results](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder>).

UNREGULATED/EMERGING CONTAMINANTS – Tested in drinking water.

Contaminant	Comparison Value	Highest Average Result or Highest Single Test Result	Range of Detected Test Results
Sodium*	20 ppm	17.8 ppm	N/A
Sulfate	500 ppm	11.8 ppm	N/A
Perfluorobutanesulfonate (PFBS)	100 ppt	3.4 ppt	1.60 - 4.80 ppt
Perfluorobutanoic acid (PFBA)	7000 ppt	4.8 ppt	1.60 - 8.60 ppt
Perfluoroheptanoic acid (PFHpA)	N/A	0.33 ppt	0.00 - 0.85 ppt
Perfluorohexanesulfonate (PFHxS)	47 ppt	2.6 ppt	1.20 - 3.30 ppt
Perfluorohexanoic acid (PFHxA)	200 ppt	0.99 ppt	0.00 - 2.10 ppt
Perfluoropentanoic acid (PFPeA)	N/A	1.2 ppt	0.00 - 2.00 ppt
Perfluoropentasulfonate (PFPeS)	N/A	0.56 ppt	0.00 - 0.92 ppt
Perfluorooctanoic acid (PFOA)	0.0079 ppt	0.67 ppt	0.0000 - 1.7000 ppt
Perfluorooctanesulfonate (PFOS)	2.3 ppt	2.9 ppt	1.80 - 3.50 ppt

*Note that home water softening can increase the level of sodium in your water.

In early 2024, MDH released new comparison values for two PFAS compounds, PFOA and PFOS. MDH is still evaluating how to apply these comparison values to drinking water systems. Additionally, EPA released final MCLs for PFOA at 4.0 ppt, PFOS at 4.0 ppt, PFHxS at 10 ppt, HFPO-DA (Gen X) at 10 ppt, PFNA at 10 ppt, and a calculated Hazard Index at 1 (unitless) that will become enforceable April 26, 2029. Additional Information on PFAS system results is available at: [Interactive Dashboard for PFAS Testing in Drinking Water - MN Dept. of Health](https://www.health.state.mn.us/communities/environment/water/pfasmap.html) <https://www.health.state.mn.us/communities/environment/water/pfasmap.html>.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Groundwater supplies 75 percent of Minnesota's drinking water, and is found in aquifers beneath the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water, and is the water in lakes, rivers, and streams above the surface of the land.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Brainerd is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](https://www.health.state.mn.us/communities/environment/water/swp/swa) (<https://www.health.state.mn.us/communities/environment/water/swp/swa>) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

Lead can cause serious health problems, babies, children under six years, and pregnant women are at the highest risk. You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. There is no safe level of lead.

Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Our water system is responsible for providing high quality drinking water and removing lead pipes from service lines but cannot control the variety of materials used in plumbing components in your home. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk.

Read below to learn how you can protect yourself from lead in drinking water.

1. Let the water run before drinking tap water flush your pipes for several minutes by running your tap. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
 - Activities such as taking a shower, doing laundry or dishes help keep water moving in your home system but are not a replacement for running the tap before you drink if it has not been used for a long period of time.
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.

2. **Know your service line materials** by contacting your public water system, or you can search for your address online at the [Minnesota Lead Inventory Tracking Tool \(https://maps.umn.edu/LSL/\)](https://maps.umn.edu/LSL/).
 - [Protect Your Tap: A quick check for lead \(https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead\)](https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead) is EPA's step by step guide to learn how to find lead pipes in your home.
3. Use cold water for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
4. Test your water. In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
 - Contact a Minnesota Department of Health accredited laboratory to purchase a sample container and instructions on how to submit a sample:
[Environmental Laboratory Accreditation Program \(https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam\)](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
The Minnesota Department of Health can help you understand your test results.
5. Treat your water if a test shows your water has high levels of lead after you let the water run. You can use a filter certified with ANSI/NSF standards 53 and 42 for lead reduction.
 - Read about water treatment units:
[Point-of-Use Water Treatment Units for Lead Reduction \(https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html\)](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Information on lead in drinking water, testing methods, and other steps you can take to minimize exposure are available at:

- Visit EPA [Basic Information about Lead in Drinking Water \(http://www.epa.gov/safewater/lead\)](http://www.epa.gov/safewater/lead)
 - Visit the Minnesota department of Health [Lead in Drinking Water \(https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html\)](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
 - To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources \(https://www.health.state.mn.us/communities/environment/lead/fs/common.html\)](https://www.health.state.mn.us/communities/environment/lead/fs/common.html)
6. **Be Aware:** Head Start Programs, Child Care Centers, Public and Charter Schools all have requirements to test for lead in drinking water. These programs can learn more about requirements and resources for testing and remediation at [MDH Drinking Water in Schools and Child Cares \(https://www.web.health.state.mn.us/communities/environment/water/schools/index.html\)](https://www.web.health.state.mn.us/communities/environment/water/schools/index.html)