

## **AGENDA**

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### **1.0 GOVERNANCE**

- 1.1 Call Meeting to Order
- 1.2 Pledge of Allegiance
- 1.3 Consider the Agenda
- 1.4 Resolution Recognizing 2023 Public Power Week
- 1.5 Resolution Recognizing 2023 Customer Service Week

### **2.0 CONSENT** (Routine items. No discussion. Approved by one motion.)

- 2.1 Check Register – August 2023
- 2.2 Regular Meeting Minutes – August 8, 2023

### **3.0 OPEN FORUM** (Non-agenda items for discussion. No action. Presenters must adhere to a time limit of 3 minutes.)

### **4.0 POLICY & COMPLIANCE** (Policy review, policy development, and compliance monitoring.)

- 4.1 Commission Policy Review – G.2a - Commission-City Council Relationship and Roles

### **5.0 BUSINESS ACTION** (Current business action requests and performance monitoring reports.)

- 5.1 Financial Report – July 2023
- 5.2 2024 Annual Business Plan: Capital Projects & Equipment Purchases, and 20-Year Capital Projections

### **6.0 BUSINESS DISCUSSION** (Future business planning, general updates, and informational reports.)

- 6.1 Staff Updates
- 6.2 City Council Updates
- 6.3 Minnesota Municipal Utilities Association Summer Conference Discussion
- 6.4 Future Planning (Announce the next regular meeting, special meeting, or planned quorum.)
  - a. Regular Commission Meeting – October 10, 2023
  - b. 2023 Governance Agenda
- 6.5 Other Business (Items added during agenda approval.)

### **7.0 ADJOURN REGULAR MEETING**

<b>TO:</b> ERMU Commission	<b>FROM:</b> Chris Sumstad – Electric Superintendent
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 1.4
<b>SUBJECT:</b> 2023 Public Power Week	
<b>ACTION REQUESTED:</b> Adopt Resolution 23-7 Recognizing Public Power Week, October 1-7, 2023	

**DISCUSSION:**

Elk River Municipal Utilities, now in their 78th year operating as a municipally owned public power utility, will be celebrating Public Power Week 2023.

This national event is sponsored in conjunction with the American Public Power Association. There are approximately 2,000 community-owned electric utilities that collectively provide electricity on a not-for-profit basis to 49 million Americans. They are operated by local governments as a public service with the mission of providing electricity in a reliable manner, at a reasonable cost, and with proper protection of the environment. Public power companies exist to serve our fellow citizens, friends, and neighbors. Elk River Municipal Utilities' loyalty is to our customers and our community, not stockholders. We are proud to be a public power utility and to help make our community a great place to live and work. Every year we recognize Public Power Week as a reminder of the responsibility we have to our consumer-owners.

**ATTACHMENTS:**

- Resolution No. 23-7 - Recognizing 2023 Public Power Week

RESOLUTION No. 23-7

BOARD OF COMMISSIONERS  
ELK RIVER MUNICIPAL UTILITIES

**A RESOLUTION OF BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES  
RECOGNIZING PUBLIC POWER WEEK, OCTOBER 1-7, 2023**

**WHEREAS**, we, the citizens of Elk River, place high value on local control over community services and therefore have chosen to operate a community-owned, locally controlled, not-for-profit electric utility and, as consumers and owners of our electric utility, have a direct say in utility operations and policies; and

**WHEREAS**, ERMU provides our homes, businesses, farms, social service, and local government agencies with safe, reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at not-for-profit rates; and

**WHEREAS**, ERMU is a valuable community asset that contributes substantially to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness;

**NOW, THEREFORE BE IT RESOLVED** that ERMU will continue to work to bring lower-cost, safe, reliable electricity (and water services) to community homes and businesses just as it has since the utility was created; and

**BE IT FURTHER RESOLVED** that the week of October 1-7 be designated Public Power Week in order to honor ERMU for its contributions to the community and to make its consumer-owners, policy makers, and employees more aware of its contributions to their well-being; and

**BE IT FURTHER RESOLVED** that our community joins hands with more than 2,000 other public power systems in the United States in this celebration of PUBLIC POWER.

This Resolution Passed and Adopted this 12<sup>th</sup> day of September, 2023.

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John J. Dietz, Chair

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Mark Hanson, General Manager

<b>TO:</b> ERMU Commission	<b>FROM:</b> Sara Youngs – Administrations Director
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 1.5
<b>SUBJECT:</b> 2023 Customer Service Week	
<b>ACTION REQUESTED:</b> Adopt Resolution 23-8 Recognizing Customer Service Week, October 2-6, 2023	

**BACKGROUND:**

In 1992 the U.S. Congress, by Senate joint resolution, designated the first week of October as National Customer Service Week and requested the President issue a proclamation in support. On October 8, 1992, President George Bush issued Proclamation 6485 recognizing the first week of October as National Customer Service Week.

In President Bush’s proclamation he notes, “...businesses will do a better job of providing high quality goods and services by listening to its employees and by empowering them with opportunities to make a difference. Customer service professionals work in the front lines where a firm meets its customers; where supply meets demand. With responsive policies and procedures and with simple courtesy, customer service professionals can go a long way toward ensuring customer satisfaction...”

**DISCUSSION:**

Elk River Municipal Utilities’ (ERMU) mission statement promises: “To provide our customers with safe, reliable, cost effective and quality long term electric and water utility service. To communicate and educate our customers in the use of utility services, programs, policies, and future plans. These products and services will be provided in an environmentally and financially responsible manner.” To be successful in our mission, it is essential that ERMU provide excellent customer service while providing safe, reliable, and cost-effective utility services.

Here at ERMU, we recognize our employees that provide excellent customer service and ask the Commission to support these employees, and our organization, by adopting this resolution recognizing Customer Service Week.

**ATTACHMENTS:**

- Resolution No. 23-8 - Recognizing 2023 Customer Service Week

RESOLUTION No. 23-8

BOARD OF COMMISSIONERS  
ELK RIVER MUNICIPAL UTILITIES

**A RESOLUTION OF BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES  
RECOGNIZING CUSTOMER SERVICE WEEK, OCTOBER 2-6, 2023**

**WHEREAS**, Elk River Municipal Utilities (ERMU) provides electric and water utility services within the City of Elk River, the City of Otsego, the City of Dayton, and Big Lake Township; and

**WHEREAS**, the ERMU mission statement specifies: “To provide our customers with safe, reliable, cost effective and quality long term electric and water utility service. To communicate and educate our customers in the use of utility services, programs, policies, and future plans. These products and services will be provided in an environmentally and financially responsible manner”; and

**WHEREAS**, providing excellent customer service is an essential component of successfully operating in accordance with the ERMU mission statement and an expectation of our customers; and

**NOW, THEREFORE, BE IT RESOLVED** that ERMU will continue to work to bring lower-cost, safe, reliable electricity and water services to community homes and businesses just as it has since the utility was created; and

**BE IT FURTHER RESOLVED** that ERMU will encourage their employees to take initiative and continue to provide new and more efficient ways of providing excellent customer service; and

**BE IT FURTHER RESOLVED** that the week of October 2-6 be designated Customer Service Week in order to honor ERMU and its staff for the continued commitment to providing excellent customer service.

This Resolution Passed and Adopted this 12<sup>th</sup> day of September, 2023.

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John J. Dietz, Chair

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Mark Hanson, General Manager

## **CHECK REGISTER**

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**August 2023**

**APPROVED BY:**

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**Paul Bell**

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**John Dietz**

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**Mary Stewart**

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**Matt Westgaard**

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**Nick Zerwas**

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# Payroll/Labor

## Check Register Totals

08/04/2023 To 08/04/2023

<u>Pays</u>	<u>Job</u>	<u>Amount</u>	<u>Hours</u>
<b>Gross Pay</b>			
2	Reg Hourly	109,332.29	2,675.75
20	Reg Salary	40,551.51	642.00
3	Overtime	1,665.71	24.85
4	Double Time	223.36	2.00
5	On-Call/Stand-by	2,700.60	56.00
24	FLSA	117.71	0.00
25	Rest Time	752.03	14.50
10	Bonus Pay	1,527.96	28.00
18	Commissioner Reimb - Electric	600.00	0.00
104	Commissioner Stipend	60.00	0.00
105	Perf. Metr. Distr.	0.00	0.00
VAC	Vacation Pay	9,208.36	208.75
SICK	Sick Pay	4,406.96	85.00
HOL	Holiday Pay	0.00	0.00
78	Retro Earnings	179.82	0.00
5-2	On-Call/Stand-by/OT	1,214.52	14.50
18A	Commissioner Reimb. - Water	150.00	0.00
10-3	Bonus Pay Overtime	0.00	0.00
104A	Commission Stipend - Water	15.00	0.00
PVT	Purchased Vacation Time	0.00	0.00
PTOY	Personal Day - Year	0.00	0.00
3C	Overtime-Comp Time	252.18	3.90
4C	Double Time-Comp Time	210.68	2.00
CM3C	Overtime-Comp Time Adjusted	-252.18	-3.90
CM4C	Double Time-Comp Time Adjusted	-210.68	-2.00
COMP	Comp Time Taken	1,090.53	22.00
106	Longevity Pay	0.00	0.00
MIL	Military Pay - Calendar Year	0.00	0.00
10W	Bonus Pay	0.00	0.00
<b>Gross Pay Total:</b>		<u>173,796.36</u>	<u>3,773.35</u>
<b>Total Pays:</b>		173,796.36	3,773.35

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# Payroll/Labor

## Check Register Totals

08/18/2023 To 08/18/2023

<u>Pays</u>	<u>Job</u>	<u>Amount</u>	<u>Hours</u>
<b>Gross Pay</b>			
2	Reg Hourly	110,248.16	2,691.25
20	Reg Salary	34,816.16	549.75
3	Overtime	4,650.90	58.60
4	Double Time	0.00	0.00
5	On-Call/Stand-by	1,977.78	42.00
24	FLSA	69.94	0.00
25	Rest Time	130.69	2.50
10	Bonus Pay	436.56	8.00
18	Commissioner Reimb - Electric	0.00	0.00
104	Commission Stipend	360.00	0.00
105	Perf. Metr. Distr.	0.00	0.00
VAC	Vacation Pay	15,337.87	288.75
SICK	Sick Pay	3,433.55	85.75
HOL	Holiday Pay	0.00	0.00
78	Retro Earnings	0.00	0.00
5-2	On-Call/Stand-by/OT	395.03	5.00
18A	Commissioner Reimb. - Water	0.00	0.00
10-3	Bonus Pay Overtime	409.28	5.00
104A	Commission Stipend - Water	90.00	0.00
VAC	Vacation Pay - Manager	2,224.00	40.00
PVT	Purchased Vacation Time	0.00	0.00
PTOY	Personal Day - Year	0.00	0.00
3C	Overtime-Comp Time	1,890.78	24.65
4C	Double Time-Comp Time	0.00	0.00
CM3C	Overtime-Comp Time Adjusted	-1,890.78	-24.65
CM4C	Double Time-Comp Time Adjusted	0.00	0.00
COMP	Comp Time Taken	598.56	12.00
106	Longevity Pay	0.00	0.00
MIL	Military Pay - Calendar Year	0.00	0.00
10W	Bonus Pay	0.00	0.00
	<b>Gross Pay Total:</b>	<u>175,178.48</u>	<u>3,788.60</u>
	<b>Total Pays:</b>	175,178.48	3,788.60



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# Accounts Payable Check Register

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08/01/2023 To 08/31/2023

Bank Account: 1 - GENERAL FUND

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
2351 8/7/23	WIRE	5631	AMERICAN EXPRESS	ACH FEES - JULY 2023	177.84
				ACH FEES - JULY 2023	44.46
Total for Check/Tran - 2351:					222.30
2352 8/4/23	WIRE	5655	FIRST DATA	ACH FEES - JULY 2023	1,802.33
				ACH FEES - JULY 2023	450.58
				ACH FEES - JULY 2023	492.62
				ACH FEES - JULY 2023	123.15
				ACH FEES - JULY 2023	877.92
				ACH FEES - JULY 2023	219.48
				ACH FEES - JULY 2023	51.74
				ACH FEES - JULY 2023	12.93
				ACH FEES - JULY 2023	653.22
				ACH FEES - JULY 2023	163.30
				ACH FEES - JULY 2023	5,317.28
				ACH FEES - JULY 2023	1,329.32
Total for Check/Tran - 2352:					11,493.87
Total for Bank Account - 1 :					(2) 11,716.17

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# Accounts Payable Check Register

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4037 8/1/23	WIRE	7928	US BANK - BOND	ELEC REV BOND 2016A INTEREST	96,662.50
4038 8/1/23	WIRE	7928	US BANK - BOND	ELEC REV BOND 2018A - PRINCIPAL & INT	200,000.00
				ELEC REV BOND 2018A - PRINCIPAL & INT	180,003.13
<b>Total for Check/Tran - 4038:</b>					380,003.13
4039 8/1/23	WIRE	7928	US BANK - BOND	WATER REV BOND 2021C - PRINCIPAL & INT	60,000.00
				WATER REV BOND 2021C - PRINCIPAL & INT	22,000.00
<b>Total for Check/Tran - 4039:</b>					82,000.00
4040 8/1/23	WIRE	7928	US BANK - BOND	ELEC REV BOND 2021B - PRINCIPAL & INT	235,000.00
				ELEC REV BOND 2021B - PRINCIPAL & INT	162,612.50
<b>Total for Check/Tran - 4040:</b>					397,612.50
4043 8/7/23	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY	562.52
4044 8/4/23	WIRE	166	ONLINE UTILITY EXCHANGE (ELECTR	UTILITY EXCHANGE REPORT - JULY 2023	317.76
				UTILITY EXCHANGE REPORT - JULY 2023	79.44
<b>Total for Check/Tran - 4044:</b>					397.20
4045 8/8/23	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	2,027.14
				HCSP EMPLOYEE CONTRIBUTIONS	273.34
<b>Total for Check/Tran - 4045:</b>					2,300.48
4046 8/8/23	WIRE	161	MNDP (ELECTRONIC)	MNDP EE MANAGER CONTRIBUTIONS	279.03
				MNDP EMPLOYEE CONTRIBUTIONS	3,886.06
				MNDP EMPLOYER CONTRIBUTION	1,552.30
				MNDP EMPLOYER MGR CONTRIBUTION	466.77
				MNDP EE ROTH CONTRIBUTIONS	968.49
				MNDP EE ROTH MGR CONTRIBUTIONS	187.74
				MNDP EE MANAGER CONTRIBUTIONS	40.01
				MNDP EMPLOYEE CONTRIBUTIONS	280.42
				MNDP EMPLOYER CONTRIBUTION	301.12
				MNDP EMPLOYER MGR CONTRIBUTION	64.83
				MNDP EE ROTH CONTRIBUTIONS	184.45

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MNDP EE ROTH MGR CONTRIBUTIONS	24.82
				<b>Total for Check/Tran - 4046:</b>	8,236.04
4047 8/8/23	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	573.78
				W&A MANAGER CONTRIBUTION	450.43
				WENZEL EE ROTH MGR CONTRIBUTIONS	126.54
				WENZEL EMPLOYEE CONTRIBUTIONS	1,550.63
				WENZEL MANAGER CONTRIBUTIONS	323.89
				DEF COMP ROTH CONTRIBUTIONS W&A	702.93
				W&A EMPLOYER CONTRIBUTION	184.56
				W&A MANAGER CONTRIBUTION	34.55
				WENZEL EMPLOYEE CONTRIBUTIONS	62.66
				WENZEL MANAGER CONTRIBUTIONS	34.55
				DEF COMP ROTH CONTRIBUTIONS W&A	168.23
				<b>Total for Check/Tran - 4047:</b>	4,212.75
4048 8/8/23	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION	2,249.34
				HSA EMPLOYEE CONTRIBUTION	329.83
				<b>Total for Check/Tran - 4048:</b>	2,579.17
4049 8/9/23	MP	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	14,228.89
				PAYROLL TAXES - FEDERAL & FICA	21,239.88
				PAYROLL TAXES - FEDERAL & FICA	2,072.59
				PAYROLL TAXES - FEDERAL & FICA	3,779.50
				FEDERAL TAXES - 19	-19.49
				<b>Total for Check/Tran - 4049:</b>	41,301.37
4050 8/10/23	MP	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	6,371.66
				PAYROLL TAXES - STATE	1,060.13
				STATE TAXES - 19	-11.04
				<b>Total for Check/Tran - 4050:</b>	7,420.75
4051 8/8/23	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 119	2,884.80

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4052 8/7/23	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	9,396.14
				PERA CONTRIBUTIONS	10,841.65
				PERA EMPLOYEE CONTRIBUTION	1,700.60
				PERA CONTRIBUTIONS	1,962.25
<b>Total for Check/Tran - 4052:</b>					23,900.64
4053 8/11/23	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	718.30
				PAYROLL TAXES - FEDERAL & FICA	499.54
				PAYROLL TAXES - FEDERAL & FICA	68.20
				PAYROLL TAXES - FEDERAL & FICA	47.42
<b>Total for Check/Tran - 4053:</b>					1,333.46
4054 8/11/23	WIRE	7463	FURTHER	2023 ERMU HSA CONTRIBUTION - 192	1,416.66
				2023 ERMU HSA CONTRIBUTION - 192	354.17
<b>Total for Check/Tran - 4054:</b>					1,770.83
4055 8/14/23	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	204.06
				PAYROLL TAXES - STATE	19.38
<b>Total for Check/Tran - 4055:</b>					223.44
4056 8/15/23	WIRE	9654	CARDMEMBER SERVICE	FIRST NATIONAL BANK VISA	2,828.30
				FIRST NATIONAL BANK VISA	206.52
<b>Total for Check/Tran - 4056:</b>					3,034.82
4057 8/16/23	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 164 168	432.42
				FSA CLAIM REIMBURSEMENTS - 164 168	38.46
<b>Total for Check/Tran - 4057:</b>					470.88
4060 8/18/23	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	9,479.00
				PERA CONTRIBUTIONS	10,937.27
				PERA EMPLOYEE CONTRIBUTION	1,739.59
				PERA CONTRIBUTIONS	2,007.23
<b>Total for Check/Tran - 4060:</b>					24,163.09
4061 8/21/23	WIRE	160	HCSP (ELECTRONIC)	TERMED EMPLOYEE - 140	3,874.13

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				TERMED EMPLOYEE - 140	968.53
				<b>Total for Check/Tran - 4061:</b>	4,842.66
4062 8/21/23	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	1,958.83
				HCSP EMPLOYEE CONTRIBUTIONS	263.43
				<b>Total for Check/Tran - 4062:</b>	2,222.26
4063 8/21/23	WIRE	161	MNDP (ELECTRONIC)	MNDP EE MANAGER CONTRIBUTIONS	279.00
				MNDP EMPLOYEE CONTRIBUTIONS	3,884.53
				MNDP EMPLOYER CONTRIBUTION	1,551.57
				MNDP EMPLOYER MGR CONTRIBUTION	466.74
				MNDP EE ROTH CONTRIBUTIONS	968.49
				MNDP EE ROTH MGR CONTRIBUTIONS	187.74
				MNDP EE MANAGER CONTRIBUTIONS	40.04
				MNDP EMPLOYEE CONTRIBUTIONS	281.95
				MNDP EMPLOYER CONTRIBUTION	251.85
				MNDP EMPLOYER MGR CONTRIBUTION	64.86
				MNDP EE ROTH CONTRIBUTIONS	184.45
				MNDP EE ROTH MGR CONTRIBUTIONS	24.82
				<b>Total for Check/Tran - 4063:</b>	8,186.04
4064 8/21/23	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	437.80
				W&A MANAGER CONTRIBUTION	450.45
				WENZEL EE ROTH MGR CONTRIBUTIONS	126.54
				WENZEL EMPLOYEE CONTRIBUTIONS	1,538.05
				WENZEL MANAGER CONTRIBUTIONS	323.91
				DEF COMP ROTH CONTRIBUTIONS W&A	656.94
				W&A EMPLOYER CONTRIBUTION	175.54
				W&A MANAGER CONTRIBUTION	34.53
				WENZEL EMPLOYEE CONTRIBUTIONS	62.65
				WENZEL MANAGER CONTRIBUTIONS	34.53
				DEF COMP ROTH CONTRIBUTIONS W&A	169.22
				<b>Total for Check/Tran - 4064:</b>	4,010.16

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4065 8/21/23	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY	562.52
4066 8/23/23	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	14,485.44
				PAYROLL TAXES - FEDERAL & FICA	21,385.60
				PAYROLL TAXES - FEDERAL & FICA	2,152.37
				PAYROLL TAXES - FEDERAL & FICA	3,860.62
Total for Check/Tran - 4066:					41,884.03
4067 8/24/23	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	6,474.40
				PAYROLL TAXES - STATE	1,096.39
Total for Check/Tran - 4067:					7,570.79
4068 8/23/23	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 168 172	267.39
				FSA CLAIM REIMBURSEMENTS - 172	46.49
Total for Check/Tran - 4068:					313.88
4069 8/22/23	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION	2,224.69
				HSA EMPLOYEE CONTRIBUTION	329.48
Total for Check/Tran - 4069:					2,554.17
4070 8/22/23	WIRE	7463	FURTHER	ADMINISTRATIVE FEE INVOICE - AUG 2023	127.20
				ADMINISTRATIVE FEE INVOICE - AUG 2023	25.30
Total for Check/Tran - 4070:					152.50
4071 8/22/23	WIRE	174	MINNESOTA REVENUE SALES TX (ELE	SALES AND USE TAX - JULY 2023	233,869.35
				SALES AND USE TAX - JULY 2023	-0.55
				SALES AND USE TAX - JULY 2023	12,286.20
Total for Check/Tran - 4071:					246,155.00
18555 8/3/23	DD	9273	METERING & TECHNOLOGY SOLUTION1	1 1/2" E-SERIES METER	-156.16
				FLANGE SET & GASKET	143.03
				Gasket	13.13
Total for Check/Tran - 18555:					0.00
18556 8/3/23	DD	665	MICHAEL ATWOOD	EMPLOYEE CLOTHING - 191	171.98

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# Accounts Payable Check Register

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
18557 8/3/23	DD	74	SCOTT THORESON	ADJUST EE RECOGNITION TAXES	19.49
				ADJUST EE RECOGNITION TAXES	11.04
<b>Total for Check/Tran - 18557:</b>					30.53
18608 8/17/23	DD	8469	KATHY A GREENBERG	CERTIFIED MAIL - COBORN'S	8.56
18609 8/17/23	DD	4984	ANGELA HAUGE	HYDRANT GLOVES	31.97
18610 8/28/23	DD	3599	JOHN DIETZ	MMUA SUMMER MTG TRAVEL - 20	495.01
				MMUA SUMMER MTG TRAVEL - 20	123.75
<b>Total for Check/Tran - 18610:</b>					618.76
18611 8/28/23	DD	395	CHRIS SUMSTAD	MMUA SUMMER MTG MILEAGE - 9	205.67
18612 8/28/23	DD	74	SCOTT THORESON	MORA MUTUAL AID MEAL - 19 171	38.24
18613 8/28/23	DD	416	MIKE TIETZ	UMMA SUMMER MTG MILEAGE - 152	192.57
18614 8/28/23	DD	609	SARA YOUNGS	MMUA SUMMER MTG MILEAGE - 181	156.15
				MMUA SUMMER MTG MILEAGE - 181	39.04
<b>Total for Check/Tran - 18614:</b>					195.19
86187 8/3/23	CHK	11	CITY OF ELK RIVER	FRANCHISE FEE CREDIT - JUNE 2023	-675.00
				FRANCHISE FEES - 2023 QTR 2	244,515.21
				FRANCHISE FEES - 2023 QTR 2 APR	699.17
				FRANCHISE FEES - 2023 QTR 2 JUNE	675.00
				FRANCHISE FEES - 2023 QTR 2 May	675.00
				FRANCHISE FEES - 2023 QTR 2 Write offs	-1,199.69
<b>Total for Check/Tran - 86187:</b>					244,689.69
86189 8/3/23	CHK	4531	AT & T MOBILITY	CELL PHONES & iPad BILLING	29.18
				CELL PHONES & iPad BILLING	10.97
				CELL PHONES & iPad BILLING	2,531.93
				CELL PHONES & iPad BILLING	12.50
				CELL PHONES & iPad BILLING	562.65
<b>Total for Check/Tran - 86189:</b>					3,147.23

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86190 8/3/23	CHK	9997	B & K SWISS INC	INACTIVE REFUND	1,828.08
86191 8/3/23	CHK	6	BEAUDRY OIL COMPANY	UNLEADED FUEL DIESEL	942.00 3,004.37
<b>Total for Check/Tran - 86191:</b>					3,946.37
86192 8/3/23	CHK	6138	BLUE EGG BAKERY	COOKIES FOR MEETINGS COOKIES FOR MEETINGS	35.28 8.82
<b>Total for Check/Tran - 86192:</b>					44.10
86193 8/3/23	CHK	28	CINTAS	MATS & TOWELS MATS & TOWELS MATS & TOWELS MATS & TOWELS	234.73 33.54 234.73 33.54
<b>Total for Check/Tran - 86193:</b>					536.54
86194 8/3/23	CHK	11	CITY OF ELK RIVER	FUEL USAGE - JUNE 2023 FUEL USAGE - JUNE 2023 PARTS & LABOR FOR UNIT #14 PARTS & LABOR FOR UNIT #14 PARTS & LABOR FOR UNIT #14 PARTS & LABOR FOR UNIT #14 PARTS & LABOR FOR UNIT #29 PARTS FOR UNIT #31 PARTS FOR UNIT #31 PARTS & LABOR FOR UNIT #24 PARTS & LABOR FOR UNIT #24	2,846.32 783.39 -1.61 60.05 -0.09 3.17 80.00 -17.67 242.15 -84.17 1,253.14
<b>Total for Check/Tran - 86194:</b>					5,164.68
86195 8/3/23	CHK	3173	DELL MARKETING LP	Desk Computer Desk Computer	2,675.91 668.97
<b>Total for Check/Tran - 86195:</b>					3,344.88
86196 8/3/23	CHK	656	DGR ENGINEERING	PROFESSIONAL SERVICES - JUNE 2023	3,900.00



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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86197 8/3/23	CHK	9997	STEVE EAGLES	INACTIVE REFUND	11.42
86198 8/3/23	CHK	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 2 - ACCT 436 - JUNE 2023	3,837.92
				CYCLE 2 - ACCT 41038 - JUNE 2023	97.08
				CYCLE 2 - ACCT 41038 - JUNE 2023	5.11
				CYCLE 2 - INV GRP 413 - JUNE 2023	50.00
				CYCLE 2 - INV GRP 413 - JUNE 2023	263.01
				CYCLE 3 - ACCT 37747 - JUNE 2023	10.79
				CYCLE 3 - INV GRP 414 - JUNE 2023	100.00
				CYCLE 3 - INV GRP 414 - JUNE 2023	494.23
				CYCLE 3 - INV GRP 395 - JUNE 2023	21,112.45
<b>Total for Check/Tran - 86198:</b>					25,970.59
86199 8/3/23	CHK	671	FASTENAL COMPANY	Orange Paint	42.48
				Red Paint	409.38
<b>Total for Check/Tran - 86199:</b>					451.86
86200 8/3/23	CHK	8247	FERGUSON WATERWORKS #2516	COUPLER	-1.82
				COUPLER	24.86
				HYDRANT FLAG	222.97
				HYDRANT FLAG	-16.27
<b>Total for Check/Tran - 86200:</b>					229.74
86201 8/3/23	CHK	9997	THOMAS FITZGERALD	INACTIVE REFUND	101.24
86202 8/3/23	CHK	9997	BRETT FRANKS	INACTIVE REFUND	40.02
86203 8/3/23	CHK	8949	FS3 INC.	THREADED COUPLER - UNIT #56Q	142.50
86204 8/3/23	CHK	340	FURNITURE AND THINGS	CIP - LIGHTING RETROFIT	375.00
86205 8/3/23	CHK	9997	SUMMER GREGER	INACTIVE REFUND	27.65
86206 8/3/23	CHK	846	HACH COMPANY	WATER CHEMICALS	1,437.67
86207 8/3/23	CHK	809	HAWKINS, INC.	Water Chemicals	2,866.47

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				Water Chemicals	1,242.88
				CHLORINE CYLINDER RENTAL	80.00
				Water Chemicals	2,000.68
				<b>Total for Check/Tran - 86207:</b>	6,190.03
86208 8/3/23	CHK	9997	MARISSA HOFFARTH	INACTIVE REFUND	67.85
86209 8/3/23	CHK	659	HOLLAN IRRIGATION INC	FIELD SERVICES BLDG IRRIGATION	720.00
				FIELD SERVICES BLDG IRRIGATION	6,060.00
				<b>Total for Check/Tran - 86209:</b>	6,780.00
86210 8/3/23	CHK	5670	HVACREDU.NET	MONTHLY HOSTING OF WEBSITE	375.00
				QUALITY INSTALLATION ASSESSMENT	40.00
				<b>Total for Check/Tran - 86210:</b>	415.00
86211 8/3/23	CHK	9997	ERIK M JENSEN	INACTIVE REFUND	376.00
86212 8/3/23	CHK	9997	RANDY JOHNSON	INACTIVE REFUND	76.49
86213 8/3/23	CHK	9997	RYLEE JORGENSON	INACTIVE REFUND	50.24
86214 8/3/23	CHK	9997	KB INVEST, LLC	INACTIVE REFUND	234.78
86215 8/3/23	CHK	9997	OWEN KRAUTKRAMER	INACTIVE REFUND	51.97
86216 8/3/23	CHK	5537	LATHROP GPM LLP	LEGAL SERVICES - JUNE 2023	100.00
				LEGAL SERVICES - JUNE 2023	25.00
				<b>Total for Check/Tran - 86216:</b>	125.00
86217 8/3/23	CHK	9997	MARGARET LONGIE	INACTIVE REFUND	120.70
86218 8/3/23	CHK	9997	DIANE MATALAMAKI	INACTIVE REFUND	181.17
86219 8/3/23	CHK	145	MENARDS	PIPE - EYEWASH STATIONS	35.90
				PIPE - EYEWASH STATIONS	5.12
				MISC PARTS & SUPPLIES	51.75
				MISC PARTS & SUPPLIES	45.70

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				LANDSCAPE MATERIALS	167.04
				LANDSCAPE MATERIALS	23.86
				DELIVERY SIGNS	78.56
				DELIVERY SIGNS	33.83
				<b>Total for Check/Tran - 86219:</b>	441.76
86220 8/3/23	CHK	330	METRO SALES, INC	COPIER MTC CONTRACT - 6/21 to 7/20/23	161.35
				COPIER MTC CONTRACT - 6/21 to 7/20/23	40.33
				<b>Total for Check/Tran - 86220:</b>	201.68
86221 8/3/23	CHK	8340	MI-TECH SERVICES, INC	POLE INSPECTION SERVICES	4,062.60
				POLE INSPECTION SERVICES - CITY POLES	122.85
				<b>Total for Check/Tran - 86221:</b>	4,185.45
86222 8/3/23	CHK	9997	MIDWEST REALTY SERVICES	INACTIVE REFUND	127.44
86223 8/3/23	CHK	6053	MINNESOTA HIGHWAY SAFETY & RES	DRIVING SKILLS-128 159 167 171 178 180	1,495.00
				DRIVING SKILLS-128 159 167 171 178 180	299.00
				<b>Total for Check/Tran - 86223:</b>	1,794.00
86224 8/3/23	CHK	39	MMUA	MMUA SUMER CONF-9 20 150 151 160 181 186	3,201.00
				MMUA SUMER CONF-9 20 150 151 160 181 186	679.00
				DRUG SCREENING CONSORTIUM - 190	37.50
				<b>Total for Check/Tran - 86224:</b>	3,917.50
86225 8/3/23	CHK	120	NAPA AUTO PARTS	PARTS FOR UNIT #56	65.91
				PARTS FOR UNIT #31	19.97
				FUEL CAP - UNIT #29	15.84
				<b>Total for Check/Tran - 86225:</b>	101.72
86226 8/3/23	CHK	9997	KYLE NELSON	INACTIVE REFUND	211.94
86227 8/3/23	CHK	9997	ROBERT NOVACK	Credit Balance Refund	3.54
86228 8/3/23	CHK	9997	JOSLYNN OLSON	INACTIVE REFUND	173.04
86229 8/3/23	CHK	9997	RICHARD W PERKINS	INACTIVE REFUND	316.76

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86230 8/3/23	CHK	5056	PLAISTED COMPANIES, INC.	1 1/2 GRANITE GRANITE & CLASS 5	274.15 93.64
<b>Total for Check/Tran - 86230:</b>					367.79
86231 8/3/23	CHK	811	PRIME ADVERTISING & DESIGN, INC.	MONTHLY HOSTING OF WEBSITE MONTHLY HOSTING OF WEBSITE MONTHLY HOSTING OF WEBSITE	40.00 40.00 20.00
<b>Total for Check/Tran - 86231:</b>					100.00
86232 8/3/23	CHK	3796	PRO-TEC DESIGN, INC	PROFESSIONAL SERVICES	495.54
86233 8/3/23	CHK	698	RDO EQUIPMENT	Vactron	92,890.00
86234 8/3/23	CHK	130	RESCO	Fast Patch Patch Kit Discount	1,395.68 317.62 -0.79
<b>Total for Check/Tran - 86234:</b>					1,712.51
86235 8/3/23	CHK	7940	SCHWEITZER ENGINEERING LABORAT	Blank Cover Meter Bracket	55.64 90.75
<b>Total for Check/Tran - 86235:</b>					146.39
86236 8/3/23	CHK	159	SHORT ELLIOTT HENDRICKSON INC	METER READER INSTALL	1,290.74
86237 8/3/23	CHK	8141	SPEEDCUTTERS OUTDOOR MAINTENA	LAWN MOWING SERVICES - JULY 2023 LAWN MOWING SERVICES - JULY 2023	867.69 2,365.93
<b>Total for Check/Tran - 86237:</b>					3,233.62
86238 8/3/23	CHK	6107	STUART C. IRBY CO.	SLEEVE & GLOVE TESTING CLEVIS WITH ROLLER	1,075.31 864.00
<b>Total for Check/Tran - 86238:</b>					1,939.31
86239 8/3/23	CHK	331	TRANSUNION	SKIP TRACING - JUNE 2023 SKIP TRACING - JUNE 2023	60.00 15.00
<b>Total for Check/Tran - 86239:</b>					75.00

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86240 8/3/23	CHK	209	ULINE	BOLLARD SLEEVES - GATES	331.20
				BOLLARD SLEEVES - GATES	47.31
<b>Total for Check/Tran - 86240:</b>					378.51
86241 8/3/23	CHK	5035	VISION METERING, LLC	Meters	7,450.00
86242 8/3/23	CHK	9997	VITALII VLASENKO	INACTIVE REFUND	81.58
86243 8/3/23	CHK	9997	BOBBY VORBECK	INACTIVE REFUND	121.75
86244 8/3/23	CHK	8808	WATER CONSERVATION SERVICE, INC.	Survey	7,734.00
86245 8/3/23	CHK	55	WESCO RECEIVABLES CORP.	Transformer	107,532.00
86246 8/3/23	CHK	1074	WINDSTREAM	OFFICE TELEPHONE	136.53
				OFFICE TELEPHONE	34.13
<b>Total for Check/Tran - 86246:</b>					170.66
86249 8/10/23	CHK	5249	DRIVER & VEHICLE SERVICES	TAXES & TITLE - UNIT #50	6,426.19
86250 8/10/23	CHK	667	JOHNSON MOTOR SALES, INC	Truck 2	39,663.20
				Truck 2	9,915.80
<b>Total for Check/Tran - 86250:</b>					49,579.00
86251 8/10/23	CHK	848	SHERBURNE COUNTY PUBLIC WORKS	UTILITY PERMIT	100.00
86252 8/10/23	CHK	668	GILLELAND CHEVROLET CADILLAC, I	Truck 20	56,750.00
86253 8/17/23	CHK	398	ALTEC INDUSTRIES, INC	PARTS & LABOR FOR UNIT #10	44.04
				PARTS FOR UNIT #5	-10.20
				PARTS FOR UNIT #5	139.62
<b>Total for Check/Tran - 86253:</b>					173.46
86254 8/17/23	CHK	2512	AMARIL UNIFORM COMPANY	Employee Clothing - 191	979.63
86255 8/17/23	CHK	2	AMERICAN WATER WORKS ASSOC	2024 DUES	2,245.00
86256 8/17/23	CHK	301	BLACKS' LINEMAN SUPPLY, INC	REFINISH HOIST HANDLES	115.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86257 8/17/23	CHK	5224	BLUE CROSS BLUE SHIELD OF MINNES	MEDICAL EE INSURANCE - SEPT 2023	8,590.20
				MEDICAL ER INSURANCE - SEPT 2023	47,727.46
				VISION INSURANCE - SEPT 2023	319.89
				MEDICAL EE INSURANCE - SEPT 2023	2,010.80
				MEDICAL ER INSURANCE - SEPT 2023	11,813.29
				VISION INSURANCE - SEPT 2023	100.91
Total for Check/Tran - 86257:					70,562.55
86258 8/17/23	CHK	9	BORDER STATES ELECTRIC SUPPLY	PADDLE	-12.55
				Mtce of URD Primary	171.75
				PADLOCKS & BRASS KEYS	-87.45
				Brass Key	125.92
				Sterling Locks	1,072.04
				Grounding Lug	71.49
				CRIMP	-40.10
				Mtce of URD Primary	549.24
				SPLICE KIT	1,961.50
				BOLT SET	-99.86
				Mtce of URD Primary	1,367.86
				PADDLE	-104.05
				Mtce of URD Primary	1,425.25
Total for Check/Tran - 86258:					6,401.04
86259 8/17/23	CHK	654	BULLFROG IND	PAINT SWITCH GEARS	7,700.00
86260 8/17/23	CHK	8843	CAMPBELL KNUTSON	LEGAL SERVICES - JULY 2023	3,034.47
				LEGAL SERVICES - JULY 2023	758.62
Total for Check/Tran - 86260:					3,793.09
86261 8/17/23	CHK	11	CITY OF ELK RIVER	REVENUE TRANSFER - JULY 2023	158,086.53
				TRASH BILLED - JULY 2023	160,912.24
				SEWER BILLED - JULY 2023	224,637.98
				STORMWATER BILLED - JULY 2023	53,113.56

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Total for Check/Tran - 86261:					596,750.31
86262 8/17/23	CHK	9997	CHERYL COOK	Credit Balance Refund	119.75
86263 8/17/23	CHK	7448	CRC	CUSTOMER SERVICE FOR AFTER HOURS	2,348.25
				CUSTOMER SERVICE FOR AFTER HOURS	587.06
Total for Check/Tran - 86263:					2,935.31
86264 8/17/23	CHK	9997	LESLIE DEMAN	Credit Balance Refund	265.52
86265 8/17/23	CHK	5204	DIVERSIFIED ADJUSTMENT SERVICE, I	COLLECTION FEE	71.17
				COLLECTION FEE	7.57
Total for Check/Tran - 86265:					78.74
86266 8/17/23	CHK	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 4 - INV GRP 415 - JULY 2023	150.00
				CYCLE 4 - INV GRP 415 - JULY 2023	1,340.39
				CYCLE 4 - INV GRP 396 - JULY 2023	220.44
				CYCLE 1 - ACCT 183 - JULY 2023	1,022.87
				CYCLE 1 - INV GRP 101 - JULY 2023	3,505.44
				CYCLE 1 - INV GRP 101 - JULY 2023	125.04
				CYCLE 1 - INV GRP 101 - JULY 2023	1,187.40
				CYCLE 1 - INV GRP 101 - JULY 2023	560.48
				CYCLE 1 - INV GRP 101 - JULY 2023	296.85
				CYCLE 1 - INV GRP 325 - JULY 2023	375.00
				CYCLE 1 - INV GRP 325 - JULY 2023	15,483.56
				CYCLE 1 - INV GRP 421 - JULY 2023	8,754.01
Total for Check/Tran - 86266:					33,021.48
86267 8/17/23	CHK	122	ELK RIVER WINLECTRIC	SOUTH GATE CALL BOX PARTS	-2.78
				SOUTH GATE CALL BOX PARTS	38.04
				CUTTER & PARTS FOR SOUTH GATE	-15.78
				CONDUIT FOR SOUTH GATE	1.78
				CUTTER - UNIT #8	214.53
				CUTTER & PARTS FOR SOUTH GATE	-0.02

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				CONDUIT FOR SOUTH GATE	0.26
				MISC PARTS & SUPPLIES	-0.50
				MISC PARTS & SUPPLIES	6.85
				MISC PARTS & SUPPLIES	-0.17
				MISC PARTS & SUPPLIES	2.34
				SPRING NUT	2.56
				SPRING NUT	-0.18
				MISC PARTS & SUPPLIES - SOUTH GATE	-2.29
				MISC PARTS & SUPPLIES - SOUTH GATE	31.22
				MISC PARTS & SUPPLIES - SOUTH GATE	-0.32
				MISC PARTS & SUPPLIES - SOUTH GATE	4.45
				MISC PARTS & SUPPLIES	-5.65
				Misc Distribution Exp	77.29
				LUG	-0.98
				Misc Distribution Exp	13.55
				HEX IMPACT - UNIT #4	-11.02
				HEX IMPACT - UNIT #4	151.00
				EXTERIOR LIGHT	-15.65
				EXTERIOR LIGHT	214.53
				<b>Total for Check/Tran - 86267:</b>	703.06
86268 8/17/23	CHK	9997	EQUITY MGMT INC	Credit Balance Refund	159.84
86269 8/17/23	CHK	8709	FAIRVIEW HEALTH SERVICES	DOT DRUG SCREENING - 59 119 159	202.75
				DOT DRUG SCREENING - 59 119 159	2.25
				<b>Total for Check/Tran - 86269:</b>	205.00
86270 8/17/23	CHK	664	FRONTIER ENERGY, INC	CIP DER FILING	1,500.00
86271 8/17/23	CHK	404	GARAGE DOOR STORE	GARAGE DOOR TRANSMITTER	1,456.31
86272 8/17/23	CHK	91	GOPHER STATE ONE-CALL	LOCATES FOR - JULY 2023	743.85
				LOCATES FOR - JULY 2023	39.15



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Total for Check/Tran - 86272:					783.00
86273 8/17/23	CHK	666	GOVERNMENTJOBS.COM, INC	GOVERNMENT JOBS SUBSCRIPTION FEE	640.00
				GOVERNMENT JOBS SUBSCRIPTION FEE	160.00
Total for Check/Tran - 86273:					800.00
86274 8/17/23	CHK	451	GRADIENT TECHNOLOGY	CIP - LIGHTING RETROFIT	870.00
86275 8/17/23	CHK	9997	ANA GUTIERREZ	Credit Balance Refund	129.33
86276 8/17/23	CHK	809	HAWKINS, INC.	Water Chemicals	768.54
				Water Chemicals	2,515.93
Total for Check/Tran - 86276:					3,284.47
86277 8/17/23	CHK	631	HEALTH PARTNERS	DENTAL EE INSURANCE - SEPT 2023	984.03
				DENTAL ER INSURANCE - SEPT 2023	2,655.36
				DENTAL EE INSURANCE - SEPT 2023	119.19
				DENTAL ER INSURANCE - SEPT 2023	654.31
Total for Check/Tran - 86277:					4,412.89
86278 8/17/23	CHK	659	HOLLAN IRRIGATION INC	LANDSCAPE IRRIGATION-FIELD SERVICES BLDG	805.00
86279 8/17/23	CHK	5686	HYDROCORP	BACKFLOW DEVICE INSPECTION - JULY 2023	1,123.00
86280 8/17/23	CHK	9301	IDEAL SERVICE, INC.	VFD	16,183.00
86281 8/17/23	CHK	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	68.57
				OFFICE SUPPLIES	17.14
Total for Check/Tran - 86281:					85.71
86282 8/17/23	CHK	9997	WAYNE L JOHNSON	Credit Balance Refund	295.88
86283 8/17/23	CHK	8083	JT SERVICES OF MINNESOTA	PHOTO EYE & CELL	1,294.49
				Mtce of Street Lighting	943.37
Total for Check/Tran - 86283:					2,237.86
86284 8/17/23	CHK	9997	CHRISTY KA'AHANUI	Credit Balance Refund	341.08

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86285 8/17/23	CHK	9997	KIMBERLY LANCE	Credit Balance Refund	397.89
86286 8/17/23	CHK	417	LOCATORS & SUPPLIES INC.	Red Locate Flags	1,321.35
86287 8/17/23	CHK	9997	TOM LOCKNER	Credit Balance Refund	53.22
86288 8/17/23	CHK	8605	MARCO TECHNOLOGIES, LLC	Switch	1,078.46
				License	190.14
				License	635.97
				Cable	155.40
				Switch	3,548.36
				License	158.99
				Cable	38.85
				Switch	887.10
<b>Total for Check/Tran - 86288:</b>					6,693.27
86289 8/17/23	CHK	8605	MARCO TECHNOLOGIES, LLC	PRINTER MTC CONTRACT - 8/1 to 9/1/23	308.09
				PRINTER MTC CONTRACT - 8/1 to 9/1/23	77.02
<b>Total for Check/Tran - 86289:</b>					385.11
86290 8/17/23	CHK	145	MENARDS	LANDSCAPE FABRIC	70.77
				LANDSCAPE FABRIC	10.11
				DEHUMIDIFIER - WELL #7 8 & 9	331.01
				DEHUMIDIFIER - WELL #2	207.16
				MISC PARTS & SUPPLIES	16.25
				HOSE HANGERS	10.77
				REBATE	-15.49
				REBATE	-2.21
				REBATE	-18.54
				REBATE	-0.57
				REBATE	-8.36
				REBATE	-6.72
				CHARCOAL LIGHTER FLUID	5.17

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CHARCOAL LIGHTER FLUID	1.29
				<b>Total for Check/Tran - 86290:</b>	600.64
86291 8/17/23	CHK	9273	METERING & TECHNOLOGY SOLUTION	1 1/2" E-SERIES METER	-563.84
				FLANGE SET	130.47
				METERS & PARTS	3,128.39
				Bolt	40.37
				Connector	28.27
				Flange	516.86
				Gasket	13.13
				Nut	15.34
				Plug	24.23
				<b>Total for Check/Tran - 86291:</b>	3,333.22
86292 8/17/23	CHK	119	MINNESOTA COMPUTER SYSTEMS INC	COPIER MTC CONTRACT - 7/12 to 8/11/23	146.99
				COPIER MTC CONTRACT - 7/12 to 8/11/23	36.75
				<b>Total for Check/Tran - 86292:</b>	183.74
86293 8/17/23	CHK	1001	MINNESOTA MUNICIPAL POWER AGEN	PURCHASED POWER - JULY 2023	2,621,663.91
				PURCHASED POWER - JULY 2023	825,139.88
				<b>Total for Check/Tran - 86293:</b>	3,446,803.79
86294 8/17/23	CHK	120	NAPA AUTO PARTS	MISC VEHICLE EXPENSE	314.70
86295 8/17/23	CHK	9300	NISC	MISC INVOICE - JULY 2023	632.36
				MISC INVOICE - JULY 2023	142.50
				MISC INVOICE - JULY 2023	158.09
				MISC INVOICE - JULY 2023	7.50
				AGREEMENTS INVOICE - JULY 2023	53.93
				AGREEMENTS INVOICE - JULY 2023	10,868.58
				AGREEMENTS INVOICE - JULY 2023	220.00
				AGREEMENTS INVOICE - JULY 2023	2,428.83
				AGREEMENTS INVOICE - JULY 2023	55.00
				PRINT SERVICES - JULY 2023	5,758.05

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				PRINT SERVICES - JULY 2023	1,076.10
				PRINT SERVICES - JULY 2023	1,439.52
				PRINT SERVICES - JULY 2023	189.26
				<b>Total for Check/Tran - 86295:</b>	23,029.72
86296 8/17/23	CHK	9997	NOBERG HOMES, INC	Credit Balance Refund	325.38
86297 8/17/23	CHK	3769	O'REILLY AUTOMOTIVE STORES, INC	PARTS FOR UNIT #24	40.98
				KEY CHAIN - PLANT DROP BOX	3.44
				KEY CHAIN - PLANT DROP BOX	0.86
				<b>Total for Check/Tran - 86297:</b>	45.28
86298 8/17/23	CHK	9997	DANIELLE OLIVIERI	Credit Balance Refund	222.80
86299 8/17/23	CHK	9997	DAN PEARSON	Credit Balance Refund	125.21
86300 8/17/23	CHK	5056	PLAISTED COMPANIES, INC.	DUMP RUBBLE	50.00
				LANDSCAPING - GRANITE	857.62
				<b>Total for Check/Tran - 86300:</b>	907.62
86301 8/17/23	CHK	811	PRIME ADVERTISING & DESIGN, INC.	Marketing	1,440.00
86302 8/17/23	CHK	3218	RDO EQUIPMENT CO.	PARTS FOR UNIT #56	1,582.80
86303 8/17/23	CHK	574	REPUBLIC SERVICES, INC	TRASH & RECYCLING SERVICE - JULY 2023	1,178.25
				TRASH & RECYCLING SERVICE - JULY 2023	294.56
				TRASH & RECYCLING SERVICE - JULY 2023	247.58
				TRASH & RECYCLING SERVICE - JULY 2023	40.03
				TRASH & RECYCLING SERVICE - JULY 2023	10.01
				<b>Total for Check/Tran - 86303:</b>	1,770.43
86304 8/17/23	CHK	130	RESCO	Mtce of URD Primary	1,367.86
				Discount	-0.63
				<b>Total for Check/Tran - 86304:</b>	1,367.23
86305 8/17/23	CHK	9997	JORDAN ROWAN	Credit Balance Refund	71.31

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86306 8/17/23	CHK	603	ROYAL SUPPLY INC	SHARPS CONTAINERS	84.82
				SHARPS CONTAINERS	12.11
				SHARPS CONTAINER & NAPKIN DISPENSER	87.90
				SHARPS CONTAINER & NAPKIN DISPENSER	12.55
<b>Total for Check/Tran - 86306:</b>					197.38
86307 8/17/23	CHK	9997	VICKY SANDHOFFER-KROLICK	Credit Balance Refund	53.48
86308 8/17/23	CHK	6107	STUART C. IRBY CO.	GLOVE TESTING - 191	28.08
				FIBER OPTIC CABLE	554.40
				Black Tape	625.67
				Red Tape	262.14
				FAULT INDICATOR	298.00
				Mtce of OH Primary	86.30
				Mtce of URD Primary	267.53
				Mtce of URD Primary	1,026.25
				Bee Spray	86.79
				Bee Spray	21.69
				FAULT TRACKER	2,472.00
<b>Total for Check/Tran - 86308:</b>					5,728.85
86309 8/17/23	CHK	3360	THE UPS STORE 5093	OFFICE SUPPLIES	9.58
				OFFICE SUPPLIES	2.40
<b>Total for Check/Tran - 86309:</b>					11.98
86310 8/17/23	CHK	7795	TITAN MACHINERY	PARTS FOR PACKER	73.78
86311 8/17/23	CHK	3739	US BANK	ADMIN FEE ELEC REV BOND 2016A TO 6/2024	500.00
86312 8/17/23	CHK	628	VICTORY CLEANING SERVICES, LLC	1705 MAIN ST CLEANING - JULY 2023	188.78
				1705 MAIN ST CLEANING - JULY 2023	26.97
				MONTHLY CLEANING FOR THE PLANT-JULY 2023	141.58
				MONTHLY CLEANING FOR THE PLANT-JULY 2023	20.23
				MONTHLY CLEANING FOR THE PLANT-JULY 2023	2,548.55

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MONTHLY CLEANING FOR THE PLANT-JULY 2023	364.08
				<b>Total for Check/Tran - 86312:</b>	3,290.19
86313 8/17/23	CHK	135	WATER LABORATORIES INC	SAMPLING - JULY 2023	270.00
86314 8/17/23	CHK	610	WRIGHT HENNEPIN COOPERATIVE ELE	1735 MAIN ST SECURITY - 191	29.71
				1735 MAIN ST SECURITY - 191	4.24
				<b>Total for Check/Tran - 86314:</b>	33.95
86315 8/24/23	CHK	5342	ALTERNATE BUSINESS FURNITURE, IN	INSTALL CONFERENCE ROOM TABLES	320.25
				INSTALL CONFERENCE ROOM TABLES	45.75
				<b>Total for Check/Tran - 86315:</b>	366.00
86316 8/24/23	CHK	8843	CAMPBELL KNUTSON	APPA LEGAL & REG CONF - ATTY AIRFARE	350.24
				APPA LEGAL & REG CONF - ATTY AIRFARE	87.56
				<b>Total for Check/Tran - 86316:</b>	437.80
86317 8/24/23	CHK	663	CDW GOVERNMENT	Ipads	4,739.99
				Ipads	
				Sara Computer	2,481.79
				Sara Computer	620.44
				Sara Computer	176.97
				Sara Computer	44.25
				<b>Total for Check/Tran - 86317:</b>	8,063.44
86318 8/24/23	CHK	28	CINTAS	MATS & TOWELS	234.73
				MATS & TOWELS	33.54
				<b>Total for Check/Tran - 86318:</b>	268.27
86319 8/24/23	CHK	11	CITY OF ELK RIVER	PARTS & LABOR FOR UNIT #17	-3.67
				PARTS & LABOR FOR UNIT #17	150.41
				PARTS & LABOR FOR UNIT #30	-1.85
				PARTS & LABOR FOR UNIT #30	65.25
				PARTS & LABOR FOR UNIT #33	-2.19
				PARTS & LABOR FOR UNIT #33	68.02

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				PARTS & LABOR FOR UNIT #33	-0.12
				PARTS & LABOR FOR UNIT #33	3.58
				PARTS & LABOR FOR UNIT #33	-47.28
				PARTS & LABOR FOR UNIT #33	723.68
				PARTS & LABOR FOR UNIT #33	-2.49
				PARTS & LABOR FOR UNIT #33	38.09
				CONCRETE SAW REPAIR	40.00
				PARTS & LABOR FOR UNIT #22	-68.50
				PARTS & LABOR FOR UNIT #22	1,158.34
				INSURANCE - 7/1/23 to 7/1/24	2,715.20
				INSURANCE - 7/1/23 to 7/1/24	678.80
				FUEL USAGE - JULY 2023	2,355.95
				FUEL USAGE - JULY 2023	700.37
				PARTS & LABOR FOR UNIT #2	-43.60
				PARTS & LABOR FOR UNIT #2	661.20
				PARTS & LABOR FOR UNIT #2	-10.90
				PARTS & LABOR FOR UNIT #2	165.30
Total for Check/Tran - 86319:					9,343.59
86320 8/24/23	CHK	9997	CORIEOCITY COATINGS	Credit Balance Refund	11.87
86321 8/24/23	CHK	25	ECM PUBLISHERS INC	LOCATOR CLASSIFIED AD	273.49
				LOCATOR CLASSIFIED AD	14.39
				OPEN HOUSE AD	271.25
				OPEN HOUSE AD	38.75
Total for Check/Tran - 86321:					597.88
86322 8/24/23	CHK	8497	ELK RIVER ECONOMIC DEVELOPMENT	REAL ESTATE JOURNAL SPONSOR	500.00
86323 8/24/23	CHK	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 2 - ACCT 41038 - JULY 2023	97.19
				CYCLE 2 - ACCT 41038 - JULY 2023	5.11
				CYCLE 2 - INV GRP 413 - JULY 2023	50.00
				CYCLE 2 - INV GRP 413 - JULY 2023	270.45

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
CYCLE 2 - ACCT 436 - JULY 2023					3,026.93
<b>Total for Check/Tran - 86323:</b>					3,449.68
86324 8/24/23	CHK	671	FASTENAL COMPANY	DRILL SET - UNIT #36	166.33
86325 8/24/23	CHK	8247	FERGUSON WATERWORKS #2516	VALVE SEAT	1,550.82
				VALVE SEAT	-113.22
<b>Total for Check/Tran - 86325:</b>					1,437.60
86326 8/24/23	CHK	5550	GEARED UP APPAREL	EMPLOYEE CLOTHING - 192	75.20
				EMPLOYEE CLOTHING - 192	18.80
<b>Total for Check/Tran - 86326:</b>					94.00
86327 8/24/23	CHK	9997	TERESA HANS	Credit Balance Refund	145.50
86328 8/24/23	CHK	809	HAWKINS, INC.	Water Chemicals	1,363.81
86329 8/24/23	CHK	824	HOME DEPOT CREDIT SERVICES	HOME DEPOT	15.04
				HOME DEPOT	52.35
<b>Total for Check/Tran - 86329:</b>					67.39
86330 8/24/23	CHK	167	KODET ARCHITECTUAL GROUP LTD	PROFESSIONAL SERVICES - FEB 2023	1,650.78
				PROFESSIONAL SERVICES - MAY 2023	945.00
				PROFESSIONAL SERVICES - JUNE 2023	1,102.62
<b>Total for Check/Tran - 86330:</b>					3,698.40
86331 8/24/23	CHK	9997	LGI HOMES, MN	Credit Balance Refund	123.20
86332 8/24/23	CHK	120	NAPA AUTO PARTS	TRAILER ADAPTOR - UNIT #40	13.40
86333 8/24/23	CHK	573	NCPERS MINNESOTA	EXTRA LIFE INSURANCE - SEPT 2023	192.00
				EXTRA LIFE INSURANCE - SEPT 2023	16.00
<b>Total for Check/Tran - 86333:</b>					208.00
86334 8/24/23	CHK	9997	CASSEY OLSON	Credit Balance Refund	53.80
86335 8/24/23	CHK	475	PERFORMANCE POOL AND SPA	WATER CHEMICALS	269.68



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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86336 8/24/23	CHK	5056	PLAISTED COMPANIES, INC.	GRANITE	137.08
86337 8/24/23	CHK	130	RESCO	ELBOW ARRESTER Discount	3,807.00 -1.90
<b>Total for Check/Tran - 86337:</b>					3,805.10
86338 8/24/23	CHK	9997	CONNIE SCHEER	Credit Balance Refund	103.02
86339 8/24/23	CHK	159	SHORT ELLIOTT HENDRICKSON INC	METER READER INSTALL FREEPORT TOWER MAINTENANCE	251.25 1,736.22
<b>Total for Check/Tran - 86339:</b>					1,987.47
86340 8/24/23	CHK	6107	STUART C. IRBY CO.	JUMPER TESTING Mtce of URD Primary Mtce of OH Primary	79.21 1,066.67 117.69
<b>Total for Check/Tran - 86340:</b>					1,263.57
86341 8/24/23	CHK	3360	THE UPS STORE 5093	SAMPLE SHIPPING	16.67
86342 8/24/23	CHK	8948	TRYCO LEASING INC.	LEASE FOR COPIER AT PLANT LEASE FOR COPIER AT PLANT	85.49 21.37
<b>Total for Check/Tran - 86342:</b>					106.86
86343 8/24/23	CHK	55	WESCO RECEIVABLES CORP.	COLD SHRINK SPLICE Mtce of URD Primary BUSHING INSERT COLD SHRINK KIT	753.51 922.87 4,187.00 5,543.52
<b>Total for Check/Tran - 86343:</b>					11,406.90
86344 8/24/23	CHK	9997	ZIEGLER CUSTOM HOMES, INC	Credit Balance Refund	561.78
86345 8/28/23	CHK	328	1ST AYD CORPORATION	MISC PARTS & SUPPLIES MISC PARTS & SUPPLIES MISC PARTS & SUPPLIES MISC PARTS & SUPPLIES	-5.89 1,271.29 -0.84 181.61
<b>Total for Check/Tran - 86345:</b>					1,446.17

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**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86346	8/28/23	CHK	501	AMERICAN ENGINEERING TESTING, IN	BITUMINOUS CORING & TESTING	1,431.50
86347	8/28/23	CHK	9999	AMERICAN ENVIRONMENTAL LLC.	Hydrant Rental Deposit Refund	946.92
86348	8/28/23	CHK	2920	BATTERIES PLUS BULBS	12V BATTERIES	23.74
					12V BATTERIES	3.39
<b>Total for Check/Tran - 86348:</b>						27.13
86349	8/28/23	CHK	301	BLACKS' LINEMAN SUPPLY, INC	REFINISH HOIST HANDLES	57.50
86350	8/28/23	CHK	97	BRENTESON COMPANIES, INC	Repair Water Line	15,000.00
86351	8/28/23	CHK	9999	CARGILL, INC	Hydrant Rental Deposit Refund	954.26
86352	8/28/23	CHK	549	CHARTER COMMUNICATIONS	OFFICE TELEPHONE	152.70
					OFFICE TELEPHONE	38.18
<b>Total for Check/Tran - 86352:</b>						190.88
86353	8/28/23	CHK	28	CINTAS	MATS & TOWELS	234.73
					MATS & TOWELS	33.54
<b>Total for Check/Tran - 86353:</b>						268.27
86354	8/28/23	CHK	54	CORE & MAIN LP	REPAIR LID	432.44
					REPAIR LID	-2.00
<b>Total for Check/Tran - 86354:</b>						430.44
86355	8/28/23	CHK	5249	DRIVER & VEHICLE SERVICES	TITLE & SALES TAX - UNIT #20	3,929.81
86356	8/28/23	CHK	5249	DRIVER & VEHICLE SERVICES	BALANCE TITLE FEES - UNIT #2	33.60
					BALANCE TITLE FEES - UNIT #2	8.40
<b>Total for Check/Tran - 86356:</b>						42.00
86357	8/28/23	CHK	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 3 - INV GRP 414 - JULY 2023	100.00
					CYCLE 3 - INV GRP 414 - JULY 2023	514.16
					CYCLE 3 - INV GRP 395 - JULY 2023	18,129.79
					CYCLE 3 - ACCT 37747 - JULY 2023	10.79
<b>Total for Check/Tran - 86357:</b>						18,754.74

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86358 8/28/23	CHK	8247	FERGUSON WATERWORKS #2516	Hydrant	545.33
86359 8/28/23	CHK	645	FRANKLIN OUTDOOR ADVERTISING C	HWY 10 DIGITAL BILLBOARD - CEC	264.00
				HWY 10 DIGITAL BILLBOARD - HVAC	272.00
				HWY 10 DIGITAL BILLBOARD - T-STAT	264.00
Total for Check/Tran - 86359:					800.00
86360 8/28/23	CHK	241	FRESCO, INC	Banner Arm	594.76
86361 8/28/23	CHK	8949	FS3 INC.	PARTS FOR UNIT #56	1,822.36
				Mtce of URD Primary	4,831.88
				Mtce of URD Secondary	4,037.30
Total for Check/Tran - 86361:					10,691.54
86362 8/28/23	CHK	668	GILLELAND CHEVROLET CADILLAC, I	Truck	56,725.00
86363 8/28/23	CHK	80	GRAINGER	COMBINATION CARTRIDGE/FILTER	-6.47
				COMBINATION CARTRIDGE/FILTER	88.65
				CUT OFF WHEEL	-4.03
				CUT OFF WHEEL	55.06
Total for Check/Tran - 86363:					133.21
86364 8/28/23	CHK	809	HAWKINS, INC.	CHLORINE CYLINDERS	60.00
				Water Chemicals	371.74
Total for Check/Tran - 86364:					431.74
86365 8/28/23	CHK	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	166.19
				OFFICE SUPPLIES	41.55
Total for Check/Tran - 86365:					207.74
86366 8/28/23	CHK	82	JERRY'S ELECTRIC INC	TRANSFORMER REPAIRS	18,995.00
				TRANSFORMER REPAIRS	32,000.00
				25 KVA	70,500.00
Total for Check/Tran - 86366:					121,495.00
86367 8/28/23	CHK	8083	JT SERVICES OF MINNESOTA	Pole Wrap	1,178.85

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
86368 8/28/23	CHK	8605	MARCO TECHNOLOGIES, LLC	MICROSOFT 365 - 6/25 TO 7/24/23	827.98
				MICROSOFT 365 - 6/25 TO 7/24/23	212.43
				MICROSOFT 365 - 6/25 to 7/24/23	827.98
				MICROSOFT 365 - 6/25 to 7/24/23	212.43
Total for Check/Tran - 86368:					2,080.82
86369 8/28/23	CHK	145	MENARDS	NAILS	85.86
				MISC PARTS & SUPPLIES	52.60
				REBATE	-24.26
				REBATE	-11.65
				REBATE	-1.66
Total for Check/Tran - 86369:					100.89
86370 8/28/23	CHK	330	METRO SALES, INC	COPIER MTC CONTRACT - 7/21 TO 8/20/23	203.04
				COPIER MTC CONTRACT - 7/21 TO 8/20/23	50.77
Total for Check/Tran - 86370:					253.81
86371 8/28/23	CHK	7293	MINNESOTA DEPT OF COMMERCE	Escheats On 08/16/2023	705.45
86372 8/28/23	CHK	14	MOBOTREX TRAFFIC PRODUCTS, INC	RED, YELLOW & GREEN LEDs	1,203.89
				RED, YELLOW & GREEN LEDs	-87.89
Total for Check/Tran - 86372:					1,116.00
86373 8/28/23	CHK	633	MUTUAL OF OMAHA	ELEC LIFE INSURANCE - SEPT 2023	292.16
				LIFE, STD & LTD INSURANCE - SEPT 2023	2,336.56
				ELEC LIFE INSURANCE - SEPT 2023	143.64
				LIFE, STD & LTD INSURANCE - SEPT 2023	536.34
Total for Check/Tran - 86373:					3,308.70
86374 8/28/23	CHK	5056	PLAISTED COMPANIES, INC.	CRUSHED CONCRETE	29.05
86375 8/28/23	CHK	9999	RACHEL CONTRACTING INC	Hydrant Rental Deposit Refund	476.15
86376 8/28/23	CHK	2927	SHERBURNE COUNTY AUDITOR/TREASEAGLES MARSH DITCH ASSESSMENT		10.00
86377 8/28/23	CHK	8141	SPEEDCUTTERS OUTDOOR MAINTENA	LAWN MOWING SERVICES - AUG 2023	867.69

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Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				LAWN MOWING SERVICES - AUG 2023	2,365.93
Total for Check/Tran - 86377:					3,233.62
86378 8/28/23	CHK	331	TRANSUNION	SKIP TRACING - JULY 2023	60.00
				SKIP TRACING - JULY 2023	15.00
Total for Check/Tran - 86378:					75.00
Total for Bank Account - 5 :					(230) 6,620,516.76
Grand Total :					(232) 6,632,232.93

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**PARAMETERS ENTERED:****Check Date:** 08/01/2023 To 08/31/2023**Bank:** All**Vendor:** All**Check:****Journal:** All**Format:** All GL References/Amounts**Extended Reference:** No**Sort By:** Check/Transaction**Voids:** None**Payment Type:** All**Group By Payment Type:** No**Minimum Amount:** 0.00**Authorization Listing:** No**Credit Card Charges:** No

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# Payroll/Labor Check Register Totals

08/07/2023 To 08/07/2023

<u>Pays</u>	<u>Job</u>	<u>Amount</u>	<u>Hours</u>
<b>Gross Pay</b>			
2	Reg Hourly	0.00	0.00
3	Overtime	0.00	0.00
4	Double Time	0.00	0.00
5	On-Call/Stand-by	0.00	0.00
24	FLSA	0.00	0.00
25	Rest Time	0.00	0.00
105	Perf. Metr. Distr.	0.00	0.00
VAC	Vacation Pay	0.00	0.00
SICK	Sick Pay	0.00	0.00
HOL	Holiday Pay	0.00	0.00
78	Retro Earnings	0.00	0.00
5-2	On-Call/Stand-by/OT	0.00	0.00
PTOY	Personal Day - Year	0.00	0.00
106	Longevity Pay	3,575.00	0.00
	<b>Gross Pay Total:</b>	<u>3,575.00</u>	<u>0.00</u>
	<b>Total Pays:</b>	<u>3,575.00</u>	<u>0.00</u>

<u>Deductions</u>	<u>Amount</u>	
<b>Employee Taxes</b>		
	<u>Amount</u>	<u>Taxable Amt</u>
FEDS Federal Income - Single	341.00	1,550.00
MNS MN State Income Tax - Single	96.88	1,550.00
MNM MN State Income Tax - Married	126.56	2,025.00
SS-E Social Security	221.65	3,575.00
MD-E Medicare	51.83	3,575.00
FDMH FED MARRIED MULTIPLE JOBS W4 2020>	445.50	2,025.00
<b>Employee Tax Total:</b>	<u>1,283.42</u>	

<b>Employer Taxes</b>		
	<u>Amount</u>	<u>Taxable Amt</u>
SS-R Social Security	221.65	3,575.00
MD-R Medicare	51.83	3,575.00
SUTA State Unemployment Tax	0.00	3,575.00
<b>Employer Tax Total:</b>	<u>273.48</u>	

08/29/2023 2:53:08 pm

Page: 2

## Payroll/Labor Check Register Totals

### 08/07/2023 To 08/07/2023

<u>Taxes By Type</u>	<u>State</u>	<u>Amount</u>	<u>Taxable Amt</u>
FEDERAL INCOME		786.50	3,575.00
SOCIAL SECURITY		443.30	3,575.00
Medicare		103.66	3,575.00
STATE INCOME	MN	223.44	3,575.00
State Unemployment Tax	MN	0.00	3,575.00
<b>Tax Total:</b>		<u>1,556.90</u>	

Net Pay: 2,291.58

Total Deposit Amount: 0.00

Total Check Amount: 2,291.58

Total Employees: 2

Total Direct Deposits: 0

Total Checks: 2



**ELK RIVER MUNICIPAL UTILITIES  
REGULAR MEETING OF THE UTILITIES COMMISSION  
HELD AT THE UPPERTOWN CONFERENCE ROOM**

**August 8, 2023**

Members Present: Chair John Dietz, Vice Chair Mary Stewart, Commissioners Paul Bell, Matt Westgaard, and Nick Zerwas

ERMU Staff Present: Mark Hanson, General Manager  
Tony Mauren, Governance & Communications Manager  
Tom Geiser, Operations Director  
Mike Tietz, Technical Services Superintendent  
Chris Kerzman, Engineering Manager  
Jenny Foss, Communications & Administrative Coordinator  
Kathy Greenberg, Accounts Payable/Payroll Specialist  
Matt Schwartz, Lead Lineworker

Others Present: Jared Shepherd, Attorney

**1.0 GOVERNANCE**

**1.1 Call Meeting to Order**

The regular meeting of the Utilities Commission was called to order at 3:30 p.m. by Chair Dietz.

**1.2 Pledge of Allegiance**

The Pledge of Allegiance was recited.

**1.3 Consider the Agenda**

There were no additions or corrections to the agenda.

**Moved by Commissioner Zerwas and seconded by Commissioner Bell to approve the August 8, 2023, agenda. Motion carried 5-0.**

**1.4 Recognition of Employee Longevity – Kathy Greenberg, 8 years; Matt Schwartz, 12 years**

Mr. Hanson presented Ms. Greenberg, who is part of the three-member financial team making sure invoices and employees are paid on time. Mr. Hanson went on to share that Ms. Greenberg does a fabulous job and that ERMU is lucky to have her.

Chair Dietz presented Ms. Greenberg with the according 8-year longevity payment. There was a round of applause.

Mr. Geiser presented Mr. Schwartz, commending him for his 12 years of service. Mr. Geiser explained that Mr. Schwartz began his employment as a first year apprentice, followed by subsequent roles as a journey lineworker and now senior lead lineworker. Mr. Geiser thanked Mr. Schwartz for all he's done and will do with ERMU.

Chair Dietz presented Mr. Schwartz with the according 12-year longevity payment. There was a round of applause.

## **2.0 CONSENT AGENDA (Approved By One Motion)**

**Moved by Commissioner Westgaard and seconded by Commissioner Bell to approve the Consent Agenda as follows:**

**2.1 Check Register – July 2023**

**2.2 Regular Meeting Minutes – July 11, 2023**

**2.3 2023 Second Quarter Utilities Performance Metrics Score Card Statistics**

**Motion carried 5-0.**

## **3.0 OPEN FORUM**

No one appeared for open forum.

## **4.0 POLICY & COMPLIANCE**

### **4.1 Commission Policy Review – G.2 – Commission Purpose**

Mr. Mauren presented his memo and the policy, which establishes the Commission's purpose, for review.

The Commission had no comments or edits to the policy.

### **4.2 Electronic Signature Policy**

Mr. Mauren presented his memo which explains the need for a new commission policy establishing the use acceptability of electronic signatures on formal operations documents and agreements.

Mr. Mauren provided background that the current process requiring applicants to print and sign the agreement was initially put in place to aid in identity verification but since that time technology advancements have allowed for secure electronic submission. He added that feedback from customers has been that ERMU's current process is uncommon and inconvenient.

Mr. Mauren went on to explain that the State of Minnesota encourages electronic signatures as a cost-effective and efficient method of operation.

Mr. Mauren explained that with the policy's approval he would work with IT staff to implement electronically signable service agreement forms on the website.

Chair Dietz asked if this policy would apply to all documents that customers come in contact with.

Mr. Mauren explained that while service agreements are the most common application it would apply to other documents as laid out in the policy.

Mr. Hanson clarified that while the policy applies to more than service agreements, they would be the first to have electronic signature function built into them and that other documents may carry the feature in the future.

**Moved by Commissioner Stewart and seconded by Commissioner Westgaard to approve ERMU Commission Policy G.2i Electronic Signatures. Motion carried 5-0.**

## **5.0 BUSINESS ACTION**

### **5.1 Financial Report – June 2023**

Mr. Hanson presented the June 2023 financial report in the absence of the finance manager. He explained that while electric sales are down 3% from prior year, the electric budget is ahead of prior YTD and budget YTD with the removal of a \$500,000 power cost adjustment offset.

Commissioner Westgaard clarified that while sales and revenue are down performance is favorable. Mr. Hanson confirmed this.

Mr. Hanson went on to explain that the water department budget shows sales increasing but being behind prior YTD because of water access charges from large construction projects in 2022.

Chair Dietz inquired as to why the financials show a nearly 10% increase for electric sales in Elk River.

Mr. Hanson stated he will work with the finance manager when she returns to find the answer.

With the warm and dry weather, there was discussion about electric and water sales for the month of July.

Chair Dietz asked if the customer service staff is receiving complaints from customers about high bills.

Mr. Hanson shared that he had not heard of any but added that most customers have not received billing for their July usage.

**Moved by Commissioner Westgaard and seconded by Commissioner Bell to receive the June 2023 Financial Report. Motion carried 5-0.**

## 5.2 **2023 Second Quarter Delinquent Items**

Mr. Hanson presented the second quarter delinquent items for 2023, providing background and description on the four collections methods.

Mr. Hanson noted that the large write off amount in the second quarter was due in part to two commercial accounts, which made up over half the total, reaching the six-year limit for collections established by the State.

There was discussion about the six-year statute of limitation for collection efforts.

Chair Dietz asked if one of the residential items listed at \$1,600 was for one month of usage.

Mr. Hanson clarified that it was not for a single month. There was discussion.

**Moved by Commissioner Zerwas and seconded by Commissioner Stewart to approve the 2023 second quarter delinquent items submitted. Motion carried 5-0.**

## 5.3 **2024 Annual Business Plan: Travel & Training Budget; Dues & Subscriptions - Fees Budget**

Mr. Hanson presented the Travel & Training and Dues & Subscription - Fees portion of the Annual Business Plan for commission review in August in preparation for approval of the complete plan in December.

He noted there is a 5% increase in the travel & training budget stemming from conversation at the previous month's meeting about increased conference participation opportunities for commissioners as well as the addition of the Xylem Reach Conference to prepare staff for the implementation of Advanced Metering Infrastructure (AMI).

Mr. Hanson explained that the dues & subscription budget shows a 10% decrease from the prior year because in 2022 the Commission was planning to bond for AMI equipment and installation, but since that time has decided to utilize reserve funds from water department which will be repaid. Mr. Hanson explained that if you remove bonding from the calculation, the 2024 budget has a 4% increase, due mostly to IT maintenance for AMI.

Chair Dietz had questions about the addition of new conferences to the travel & training budget.

Mr. Hanson explained that legal staff and the governance & communications manager would be attending the American Public Power Association's Legal & Regulatory Conference in October for the first time on ERMU's behalf and that he would attend the following year.

Commissioner Stewart noted that there is no dollar amount listed for the Legal & Regulatory Conference in the 2023 budget.

Mr. Hanson explained that staff is still expecting discussions with ERMU's power provider about the possibility that they will fund those conferences.

Commissioner Stewart noted that there was a comment on the budget that stated Midwest Municipal Transmission Group no longer bills its members for dues.

Mr. Hanson confirmed that the organization is still in operation but no longer charges dues to members.

Commissioner Zerwas restated his comments from the previous commission meeting about the value in expanding opportunities for commissioners to attend conferences.

#### 5.4 **Field Services Facility Open House Update**

Ms. Foss presented her memo on the field services building open house, occurring on Thursday, August 24.

She added that notices for the event would be sent out to nearby properties, that there has been significant improvements to landscaping with the recent laying of sod, and that commissioners should wear the yellow shirts they have been provided to help guest identify them as event facilitators.

There was discussion about the irrigation system and punch list progress with the construction manager.

Chair Dietz had a question regarding the parking logistics for the event.

Ms. Foss explained that office staff would be carpooling to the building while field staff would be using the church parking lot across the street for their personal vehicles. Staff added that in addition to the north parking lot, spaces would be created on black top in the southern portion of the site.

There was discussion about the food that would be available to guests.

## **6.0 BUSINESS DISCUSSION**

### **6.1 Staff Updates**

Mr. Hanson informed the Commission that the contractor doing the street rehabilitation in the School View neighborhood identified 15 residential curb stop valves with issues that may prevent them from functioning properly. Mr. Hanson explained that those residences have been notified of the issue and received a recommendation from ERMU to work with the contractor to resolve the issue, as the customer owns that portion of the system.

Mr. Tietz informed the Commission that Locator Devin Ruprecht gave notice of resignation on July 27 and his last day with ERMU was to be August 11. Mr. Tietz added that staff will be advertising the opening through August 15 and looked to begin interviewing as soon as possible.

Mr. Shepherd shared his appreciation for the Commission allowing him to attend American Public Power Association's Legal & Regulatory Conference in October.

### **6.2 City Council Update**

Commissioner Westgaard provided an update from the City Council on topics including conditional use permits, approval for a new housing development on Lake Orono, snow removal policy, and Night to Unite.

### **6.3 Future Planning**

Chair Dietz announced the following:

- a. Regular Commission Meeting – September 12, 2023
- b. Quorum – MMUA Summer Conference – August 21-23, 2023
- c. Quorum – ERMU Field Services Facility Open House – August 24, 2023
- d. 2023 Governance Agenda

### **6.5 Other Business**

Chair Dietz asked when the brackets to display the no overnight parking signs would be added to the downtown streetlights.

Mr. Geiser responded that ERMU would be attaching the brackets when they arrive but there have been delays on delivery.

Commissioner Westgaard shared that council members had heard concerns from residents between 193<sup>rd</sup> and 197<sup>th</sup> Avenues that they may be required to connect to

ERMU's water system. Mr. Westgaard clarified that connection would be initiated by a developer.

In response to an email sent to the Commission regarding preparations for the Employee Appreciation Lunch that takes staff food allergies into consideration, Commissioner Westgaard asked for discussion on how the Commission would like to proceed. There was discussion.

Chair Dietz requested that Mr. Mauren find quotes from caterers who could provide options that meet the food allergies needs.

## **7.0 ADJOURN REGULAR MEETING**

**Moved by Commissioner Bell and seconded by Commissioner Zerwas to adjourn the regular meeting of the Elk River Municipal Utilities Commission at 4:14 p.m. Motion carried 5-0.**

Minutes prepared by Tony Mauren.

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John J. Dietz, ERMU Commission Chair

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Tina Allard, City Clerk

<b>TO:</b> ERMU Commission	<b>FROM:</b> Tony Mauren – Governance & Communications Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 4.1
<b>SUBJECT:</b> Policy Review – G.2a – Commission-City Council Relationship and Roles	
<b>ACTION REQUESTED:</b> Review the policy and provide any feedback.	

**BACKGROUND/DISCUSSION:**

This month commissioners are reviewing policy G.2a – Commission-City Council Relationship and Roles to make comments, ask questions, or recommend updates.

Although governed autonomously by the Commission, ERMU is within the City of Elk River’s governing authority. This policy describes the Commission’s relationship to City Council and the way the Commission aims to interact with Council. It establishes the processes by which the Commission evaluates performance, supports economic development efforts, schedules joint meetings, assists in commissioner appointments, and reviews its payments in lieu of taxes and other donations to the City.

**ATTACHMENTS:**

- ERMU Policy – G.2a – Commission-City Council Relationship and Roles



Section: Governance	Category: Governance Policies
Policy Reference:  <b>G.2a</b>	Policy Title:  <b>Commission – City Council Relationship and Roles</b>

### PURPOSE:

With this policy, the Commission describes its role in relation to the Elk River City Council and the way in which it desires to interact with the City Council.

### POLICY:

The Commission and the City Council share the responsibility for ensuring effective governance of ERMU for the benefit of the City, its citizens, and ERMU's utility customers. The Commission desires to maintain a working relationship with the City Council that will enable both bodies to coordinate and carry out their separate responsibilities so that ERMU is governed with excellence.

Although governed autonomously by the Commission, ERMU is part of the City of Elk River's City government. This creates opportunities for bringing greater value to the stakeholders of both the City and ERMU through a hybrid of municipal utilities and city governance. It is the intent of the Commission to align its governance structures and processes with the city in ways that will realize opportunities for greater value.

Consistent with the preceding, the Commission will:

1. Routinely monitor, evaluate, and strive to improve its performance, keeping the City Council informed in a thorough and timely manner about the effectiveness of the Commission's governance with respect to the following:
  - a. Compliance with legal and fiduciary responsibilities;
  - b. Compliance with Commission-established Governance policies that are periodically reviewed and updated, and that set expectations for ERMU's strategic and business results, governance, and management.

2. Support ERMU's active participation in the City's Economic Development Authority (EDA), representing the interests of ERMU's stakeholders and working to develop common goals for economic development.
3. Provide an opportunity for the City Council to meet jointly with the Commission at least once every three (3) years. The meeting will be held following completion of the annual independent financial audit. The focus of this joint meeting will be a report by the Commission to the Council of ERMU's financial and operating results for the preceding fiscal year, along with an opportunity for the Council to provide input to the Commission on matters related to planning and budgeting for the next fiscal year. The Commission may request or recommend additional joint meetings for other specific purposes.
4. Develop, update as necessary, and provide to the Mayor and City Council documentation that is intended to ensure the appointment of qualified and committed ERMU Commissioners. Such documentation will include relevant knowledge and experience, core competencies, and character traits that are consistent with the Commission's requirements and commitments to effective governance. The Commission's expectation is that the City Council will use this information to appoint persons who are appropriately qualified and well-informed about the expectations for service as a Commissioner.
5. At least annually at the time of budgeting for the next fiscal year, consider ERMU's financial condition with respect to voluntary payments in lieu of taxes (PILOT) and other donations of services from the ERMU utility enterprises to the City that are likely to have material financial consequences for both entities. The Commission will inform the City Council promptly of any material changes in the PILOT and other donations. Further, the Commission will use a process for determining PILOT and other financial donations to the City that is transparent, consistent with state and national benchmarking comparisons, forecasted and budgeted, and with a mutually understood methodology. In approving or allowing other donations such as labor, street lighting, and water for fire suppression, the Commission will subscribe to the philosophy that it is providing value to the community and not just shifting costs from one entity to the other.

#### **POLICY HISTORY:**

Adopted      May 9, 2017

<b>TO:</b> ERMU Commission	<b>FROM:</b> Melissa Karpinski – Finance Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 5.1
<b>SUBJECT:</b> Financial Report – July 2023	
<b>ACTION REQUESTED:</b> Receive the July 2023 Financial Report	

**DISCUSSION:**

Please note that these are the preliminary *unaudited* financial statements.

**Electric**

July year to date (YTD) electric kWh sales are down 2% from the prior year. For further breakdown:

- Residential usage is up 1%
- Small Commercial usage is up 7%
- Large Commercial usage is down 5%

For July 2023, the Electric Department overall is ahead of prior YTD and favorable to budget YTD. Additional variance analysis can be found on the Summary Electric Statement of Revenues, Expenses and Changes in Net Position attachment.

**Water**

July YTD gallons of water sold are up 29% from the prior year. For further breakdown:

- Residential use is up 29%
- Commercial use is up 29%

For July 2023, the Water Department overall is behind prior YTD but favorable to budget YTD. Additional variance analysis can be found on the Summary Water Statement of Revenues, Expenses and Changes in Net Position attachment.

**ATTACHMENTS:**

- Balance Sheet 07.2023
- Electric Balance Sheet 07.2023
- Water Balance Sheet 07.2023
- Summary Electric Statement of Revenues, Expenses and Changes in Net Position 07.2023
- Summary Water Statement of Revenues, Expenses and Changes in Net Position 07.2023
- Graphs Prior Year and YTD 2023

- Detailed Electric Statement of Revenues, Expenses and Changes in Net Position 07.2023
- Detailed Water Statement of Revenues, Expenses and Changes in Net Position 07.2023
- Budget vs Actual Graphs – Electric 07.2023
- Budget vs Actual Graphs – Water 07.2023

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
COMBINED BALANCE SHEET  
FOR PERIOD ENDING JULY 2023**

	<u>ELECTRIC</u>	<u>WATER</u>
<b>ASSETS</b>		
CURRENT ASSETS		
CASH	11,966,867	9,102,621
ACCOUNTS RECEIVABLE	2,999,197	5,744,616
INVENTORIES	1,216,318	18,669
PREPAID ITEMS	189,406	43,839
CONSTRUCTION IN PROGRESS	1,853,419	994,419
TOTAL CURRENT ASSETS	<u>18,225,208</u>	<u>15,904,163</u>
RESTRICTED ASSETS		
BOND RESERVE FUND	1,779,016	0
EMERGENCY RESERVE FUND	2,926,748	1,360,128
UNRESTRICTED RESERVE FUND	0	0
TOTAL RESTRICTED ASSETS	<u>4,705,764</u>	<u>1,360,128</u>
FIXED ASSETS		
PRODUCTION	824,065	16,525,311
LFG PROJECT	0	0
TRANSMISSION	2,305,024	0
DISTRIBUTION	47,366,443	26,766,971
GENERAL	23,065,139	1,133,607
FIXED ASSETS (COST)	<u>73,560,671</u>	<u>44,425,889</u>
LESS ACCUMULATED DEPRECIATION	<u>(33,470,165)</u>	<u>(22,781,969)</u>
TOTAL FIXED ASSETS, NET	<u>40,090,506</u>	<u>21,643,920</u>
INTANGIBLE ASSETS		
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	0
LOSS OF REVENUE INTANGIBLE	5,290,120	0
LESS ACCUMULATED AMORTIZATION	<u>(3,228,169)</u>	<u>0</u>
TOTAL INTANGIBLE ASSETS, NET	<u>23,608,162</u>	<u>0</u>
OTHER ASSETS AND DEFERRED OUTFLOWS	<u>1,187,557</u>	<u>226,587</u>
<b>TOTAL ASSETS</b>	<u><u>87,817,197</u></u>	<u><u>39,134,798</u></u>
<b>LIABILITIES AND FUND EQUITY</b>		
CURRENT LIABILITIES		
ACCOUNTS PAYABLE	5,624,699	305,302
SALARIES AND BENEFITS PAYABLE	617,297	135,710
DUE TO CITY	948,797	2,770
DUE TO OTHER FUNDS	0	0
NOTES PAYABLE-CURRENT PORTION	0	0
BONDS PAYABLE-CURRENT PORTION	435,000	60,000
UNEARNED REVENUE	152,976	364,425
TOTAL CURRENT LIABILITIES	<u>7,778,769</u>	<u>868,207</u>
LONG TERM LIABILITIES		
OPEB LIABILITY	0	0
LFG PROJECT	0	0
DUE TO COUNTY	0	0
DUE TO CITY	0	0
BONDS PAYABLE, LESS CURRENT PORTION	29,240,204	1,624,717
PENSION LIABILITIES	3,789,381	725,038
TOTAL LONG TERM LIABILITIES	<u>33,029,585</u>	<u>2,349,755</u>
<b>TOTAL LIABILITIES</b>	<u>40,808,354</u>	<u>3,217,962</u>
DEFERRED INFLOWS OF RESOURCES	<u>54,129</u>	<u>5,121,831</u>
FUND EQUITY		
CAPITAL ACCOUNT CONST COST	1,779,016	0
CONTRIBUTED CAPITAL	0	0
RETAINED EARNINGS	45,204,945	30,887,406
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(29,247)	(92,401)
TOTAL FUND EQUITY	<u>46,954,714</u>	<u>30,795,005</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>87,817,197</u></u>	<u><u>39,134,798</u></u>

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
ELECTRIC BALANCE SHEET**

	July 31, 2023	June 30, 2023	Current Month Change from Prior Month
<b>ASSETS</b>			
CURRENT ASSETS			
CASH	11,966,867	11,674,061	292,806
ACCOUNTS RECEIVABLE	2,999,197	3,110,672	(111,475)
INVENTORIES	1,216,318	1,363,568	(147,250)
PREPAID ITEMS	189,406	212,345	(22,939)
CONSTRUCTION IN PROGRESS	1,853,419	1,720,828	132,591
TOTAL CURRENT ASSETS	18,225,208	18,081,475	143,733
RESTRICTED ASSETS			
BOND RESERVE FUND	1,779,016	1,779,016	0
EMERGENCY RESERVE FUND	2,926,748	2,925,488	1,260
TOTAL RESTRICTED ASSETS	4,705,764	4,704,504	1,260
FIXED ASSETS			
PRODUCTION	824,065	824,065	0
TRANSMISSION	2,305,024	2,305,024	0
DISTRIBUTION	47,366,443	47,142,388	224,055
GENERAL	23,065,139	22,980,770	84,369
FIXED ASSETS (COST)	73,560,671	73,252,246	308,425
LESS ACCUMULATED DEPRECIATION	(33,470,165)	(33,304,114)	(166,050)
TOTAL FIXED ASSETS, NET	40,090,506	39,948,132	142,374
INTANGIBLE ASSETS			
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	21,546,212	0
LOSS OF REVENUE INTANGIBLE	5,290,120	5,290,120	0
LESS ACCUMULATED AMORTIZATION	(3,228,169)	(3,172,491)	(55,678)
TOTAL INTANGIBLE ASSETS, NET	23,608,162	23,663,840	(55,678)
OTHER ASSETS AND DEFERRED OUTFLOWS	1,187,557	1,187,557	0
<b>TOTAL ASSETS</b>	<b>87,817,197</b>	<b>87,585,508</b>	<b>231,689</b>
<b>LIABILITIES AND FUND EQUITY</b>			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	5,624,699	5,532,877	91,822
SALARIES AND BENEFITS PAYABLE	617,297	604,342	12,956
DUE TO CITY	948,797	870,981	77,816
BONDS PAYABLE-CURRENT PORTION	435,000	435,000	0
UNEARNED REVENUE	152,976	154,973	(1,998)
TOTAL CURRENT LIABILITIES	7,778,769	7,598,173	180,596
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	29,240,204	29,245,193	(4,989)
PENSION LIABILITIES	3,789,381	3,789,381	0
TOTAL LONG TERM LIABILITIES	33,029,585	33,034,574	(4,989)
<b>TOTAL LIABILITIES</b>	<b>40,808,354</b>	<b>40,632,747</b>	<b>175,607</b>
DEFERRED INFLOWS OF RESOURCES	54,129	54,129	0
FUND EQUITY			
CAPITAL ACCOUNT CONST COST	1,779,016	1,779,016	0
RETAINED EARNINGS	45,204,945	45,204,945	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(29,247)	(85,329)	56,082
TOTAL FUND EQUITY	46,954,714	46,898,632	56,082
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>87,817,197</b>	<b>87,585,508</b>	<b>231,689</b>

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
WATER BALANCE SHEET**

	<b>July 31, 2023</b>	<b>June 30, 2023</b>	<b>Current Month Change from Prior Month</b>
<b>ASSETS</b>			
CURRENT ASSETS			
CASH	9,102,621	8,753,137	349,484
ACCOUNTS RECEIVABLE	5,744,616	5,713,850	30,767
INVENTORIES	18,669	22,476	(3,807)
PREPAID ITEMS	43,839	44,610	(771)
CONSTRUCTION IN PROGRESS	994,419	992,419	2,000
TOTAL CURRENT ASSETS	<u>15,904,163</u>	<u>15,526,491</u>	<u>377,672</u>
RESTRICTED ASSETS			
EMERGENCY RESERVE FUND	1,360,128	1,359,813	315
TOTAL RESTRICTED ASSETS	<u>1,360,128</u>	<u>1,359,813</u>	<u>315</u>
FIXED ASSETS			
PRODUCTION	16,525,311	16,525,311	0
DISTRIBUTION	26,766,971	26,766,971	0
GENERAL	1,133,607	1,131,222	2,385
FIXED ASSETS (COST)	<u>44,425,889</u>	<u>44,423,504</u>	<u>2,385</u>
LESS ACCUMULATED DEPRECIATION	<u>(22,781,969)</u>	<u>(22,684,343)</u>	<u>(97,626)</u>
TOTAL FIXED ASSETS, NET	<u>21,643,920</u>	<u>21,739,161</u>	<u>(95,241)</u>
INTANGIBLE ASSETS			
OTHER ASSETS AND DEFERRED OUTFLOWS	<u>226,587</u>	<u>226,587</u>	<u>0</u>
<b>TOTAL ASSETS</b>	<u><u>39,134,798</u></u>	<u><u>38,852,052</u></u>	<u><u>282,746</u></u>
<b>LIABILITIES AND FUND EQUITY</b>			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	305,302	308,444	(3,142)
SALARIES AND BENEFITS PAYABLE	135,710	130,110	5,600
DUE TO CITY	2,770	2,258	512
BONDS PAYABLE-CURRENT PORTION	60,000	60,000	0
UNEARNED REVENUE	364,425	364,425	0
TOTAL CURRENT LIABILITIES	<u>868,207</u>	<u>865,237</u>	<u>2,970</u>
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	1,624,717	1,625,271	(554)
PENSION LIABILITIES	725,038	725,038	0
TOTAL LONG TERM LIABILITIES	<u>2,349,755</u>	<u>2,350,309</u>	<u>(554)</u>
<b>TOTAL LIABILITIES</b>	<u>3,217,962</u>	<u>3,215,546</u>	<u>2,416</u>
DEFERRED INFLOWS OF RESOURCES	<u>5,121,831</u>	<u>5,121,831</u>	<u>0</u>
FUND EQUITY			
RETAINED EARNINGS	30,887,406	30,887,406	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(92,401)	(372,731)	280,330
TOTAL FUND EQUITY	<u>30,795,005</u>	<u>30,514,675</u>	<u>280,330</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>39,134,798</u></u>	<u><u>38,852,052</u></u>	<u><u>282,746</u></u>

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

	2023 JULY	2023 YTD	2023 YTD BUDGET	YTD Budget Variance	2023 YTD Bud Var%	2023 ANNUAL BUDGET	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%	Variance Item
<b>Electric</b>											
<b>Revenue</b>											
<b>Operating Revenue</b>											
Elk River	3,934,757	22,343,852	23,051,072	(707,220)	(3)	42,041,326	3,670,765	20,358,881	1,984,972	10	
Otsego	366,955	2,064,854	1,809,819	255,034	14	3,385,657	335,555	1,781,666	283,188	16	(1)
Rural Big Lake	19,959	123,859	131,469	(7,610)	(6)	238,658	19,276	111,575	12,285	11	
Dayton	26,029	152,294	157,669	(5,375)	(3)	285,471	24,235	137,114	15,180	11	
Public St & Hwy Lighting	21,555	150,988	151,667	(679)	(0)	260,000	21,495	150,259	729	0	
Other Electric Sales	400	2,800	2,800	0	0	4,800	132,847	1,365,460	(1,362,660)	(100)	(2)
<b>Total Operating Revenue</b>	4,369,654	24,838,647	25,304,497	(465,850)	(2)	46,215,912	4,204,174	23,904,954	933,693	4	
<b>Other Operating Revenue</b>											
Interest/Dividend Income	22,528	56,584	29,167	27,417	94	50,000	4,009	(134,271)	190,855	142	(3)
Customer Penalties	23,187	162,806	145,833	16,972	12	250,000	20,088	135,877	26,928	20	(4)
LFG Project	0	0	0	0	0	0	92,775	576,999	(576,999)	(100)	(5)
Connection Fees	15,100	72,941	128,333	(55,392)	(43)	220,000	16,575	103,795	(30,854)	(30)	(6)
Misc Revenue	90,103	741,995	544,468	197,527	36	936,231	131,291	652,469	89,525	14	(7)
<b>Total Other Revenue</b>	150,919	1,034,325	847,801	186,524	22	1,456,231	264,738	1,334,870	(300,545)	(23)	
<b>Total Revenue</b>	4,520,573	25,872,972	26,152,298	(279,326)	(1)	47,672,143	4,468,912	25,239,824	633,148	3	
<b>Expenses</b>											
Purchased Power	3,446,804	18,223,874	18,745,352	(521,478)	(3)	32,766,025	3,512,076	18,383,179	(159,305)	(1)	
Operating & Mtce Expense	17,451	207,191	187,917	19,274	10	321,000	18,479	140,570	66,621	47	(8)
Landfill Gas	0	0	0	0	0	0	39,419	379,941	(379,941)	(100)	(9)
Transmission Expense	5,250	38,229	40,833	(2,604)	(6)	70,000	5,247	38,477	(248)	(1)	
Distribution Expense	27,360	278,996	214,113	64,884	30	369,466	17,689	214,458	64,538	30	(10)
Maintenance Expense	112,441	947,043	945,375	1,668	0	1,540,500	122,332	888,239	58,804	7	
Depreciation & Amortization	262,485	1,844,533	1,855,203	(10,670)	(1)	3,220,836	250,494	1,747,776	96,757	6	
Interest Expense	68,225	478,772	478,772	0	0	810,832	70,862	499,186	(20,415)	(4)	
Other Operating Expense	17,296	42,290	8,096	34,194	422	74,109	2,109	19,550	22,740	116	(11)
Customer Accounts Expense	33,849	250,770	234,208	16,562	7	401,500	36,330	216,435	34,335	16	(12)
Administrative Expense	272,526	2,278,525	2,443,633	(165,108)	(7)	4,128,585	265,834	2,152,556	125,969	6	
General Expense	25,076	221,306	339,855	(118,550)	(35)	582,609	28,463	229,474	(8,169)	(4)	(13)
<b>Total Expenses(before Operating Transfers)</b>	4,288,762	24,811,528	25,493,357	(681,829)	(3)	44,285,462	4,369,334	24,909,842	(98,314)	(0)	
<b>Operating Transfer</b>											
Operating Transfer/Other Funds	158,087	931,229	922,043	9,186	1	1,681,653	147,531	847,553	83,676	10	
Utilities & Labor Donated	17,643	159,462	140,000	19,462	14	240,000	19,513	132,217	27,245	21	(14)
<b>Total Operating Transfer</b>	175,729	1,090,691	1,062,043	28,648	3	1,921,653	167,044	979,770	110,921	11	
<b>Net Income Profit(Loss)</b>	56,082	(29,247)	(403,102)	373,855	93	1,465,028	(67,467)	(649,788)	620,541	95	

Item Variance of +/- \$25,000 and +/- 15%

- (1) PYTD variance is mainly due to increased usage (4%) and PCA revenue in 2023.
- (2) PYTD variance is due to accrual of PCA revenue in 2022 (See Rate Increase on Detailed Statement).
- (3) Budget variance is due to conservative budgeted amount. PYTD variance is due to the change in Fair Market Value of Investments.
- (4) PYTD variance is due to not charging customer penalties in January 2022.
- (5) PYTD variance is due to the LFG Project coming to an end in 2022.
- (6) YTD Budget and PYTD variance is due to less than average connection fees in 2023.
- (7) YTD Budget variance is mainly due to a conservative budgeted amount for contribution from customers.
- (8) PYTD variance is mainly due to increased labor for snow removal, additional supplies and increased electric and natural gas expense for new field services building in 2023.
- (9) PYTD variance is due to the LFG Project coming to an end in 2022.
- (10) YTD Budget variance is due to an even budget spread for misc distribution expense. PYTD variance is mainly due to increased labor (inventory, tool repair, maintenance of rubber goods, electrical apparatus maintenance/repair, and grounds testing/maintenance) expense in 2023.
- (11) YTD Budget variance is mainly due to increased interest rate on deposits and timing issue of budgeted amount for loss on disposition of property.
- (12) PYTD variance is mainly due to increased credit card fees/charges and bad debt expense due to 6 year statute of limitation.
- (13) YTD Budget variance is mainly due to less rebate dollars spent than budgeted.
- (14) PYTD variance due to Furniture & Things energy audit expense of \$29K.

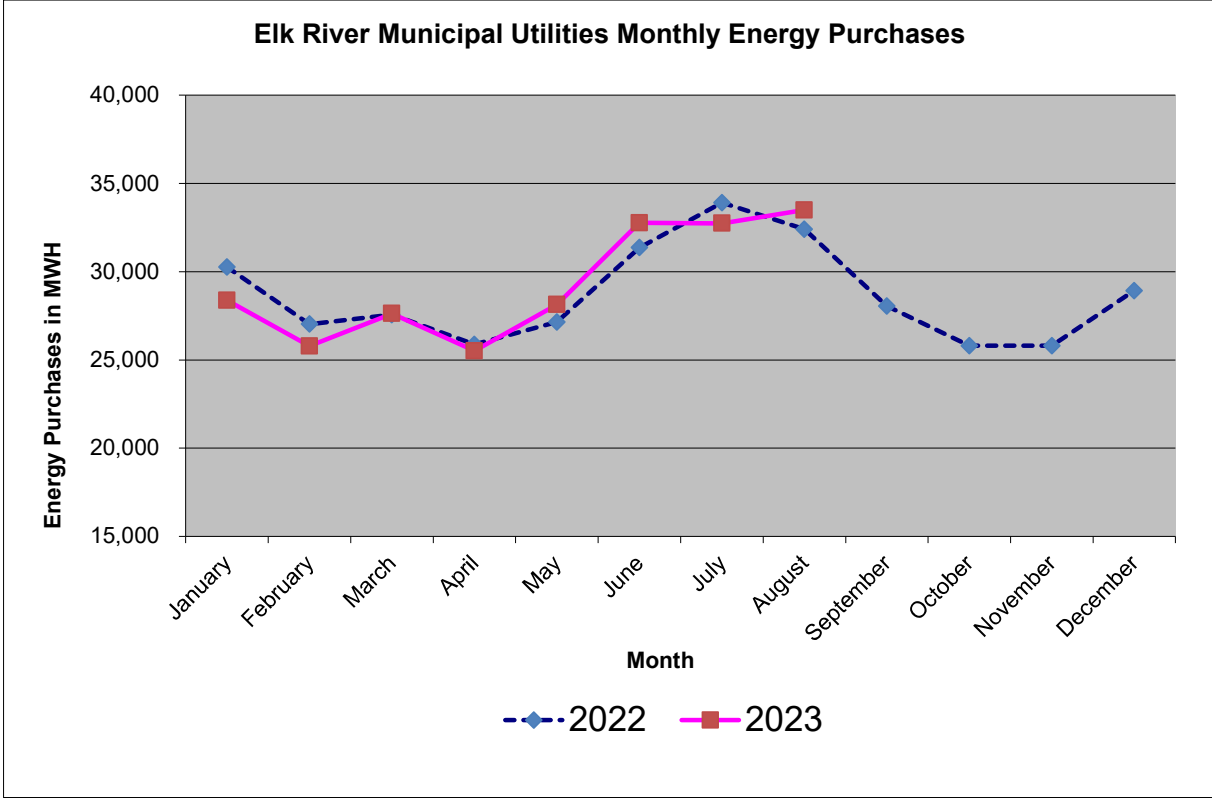
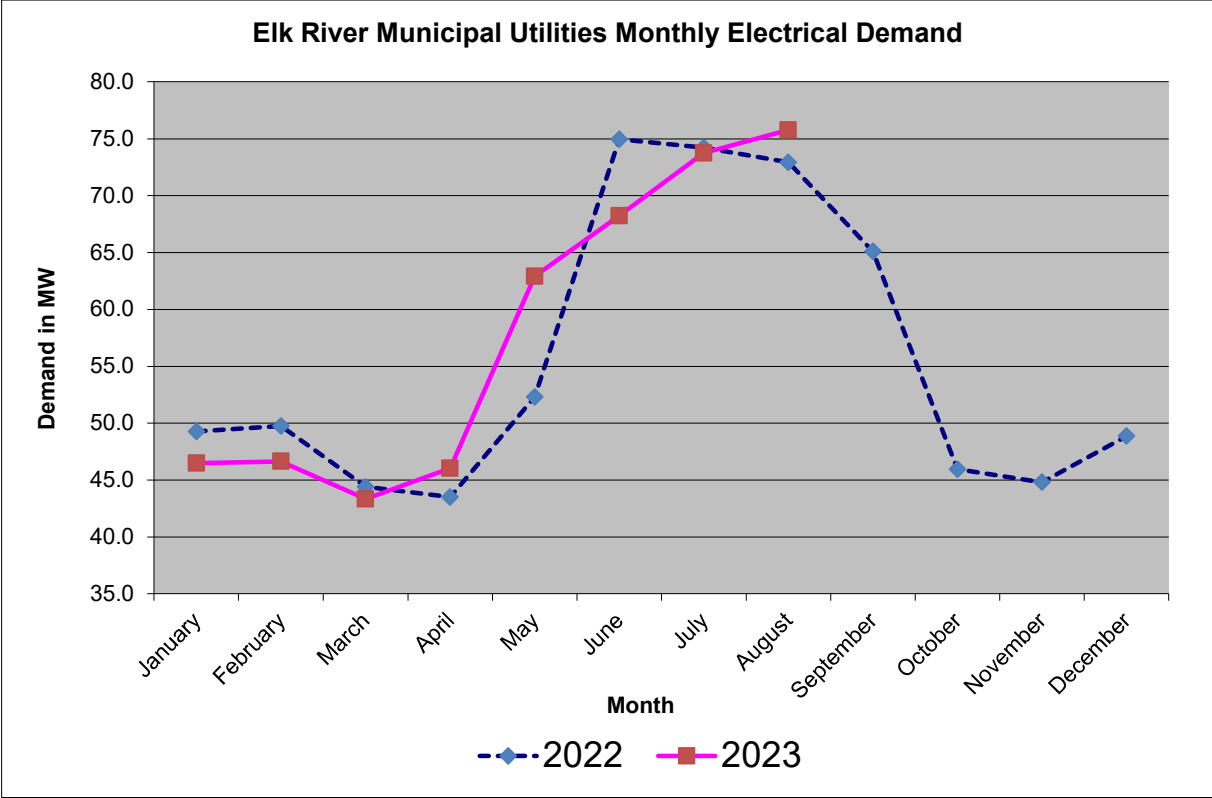


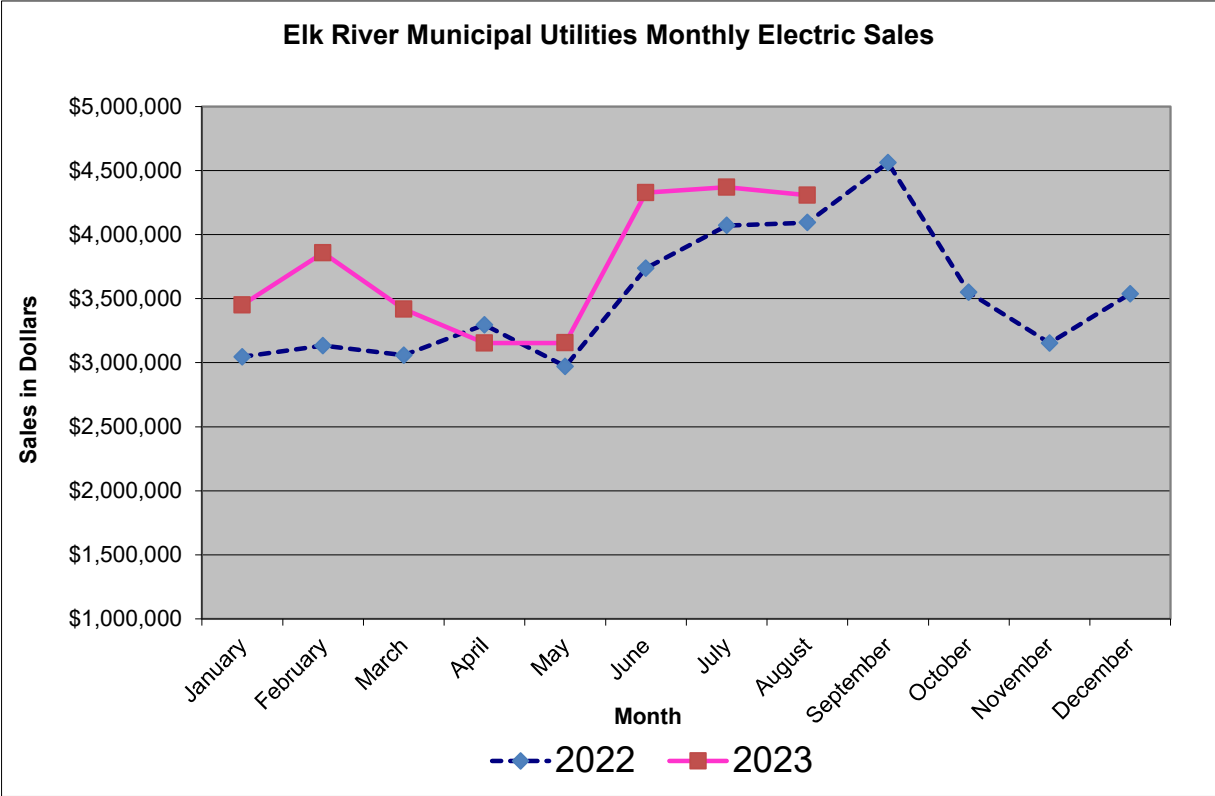
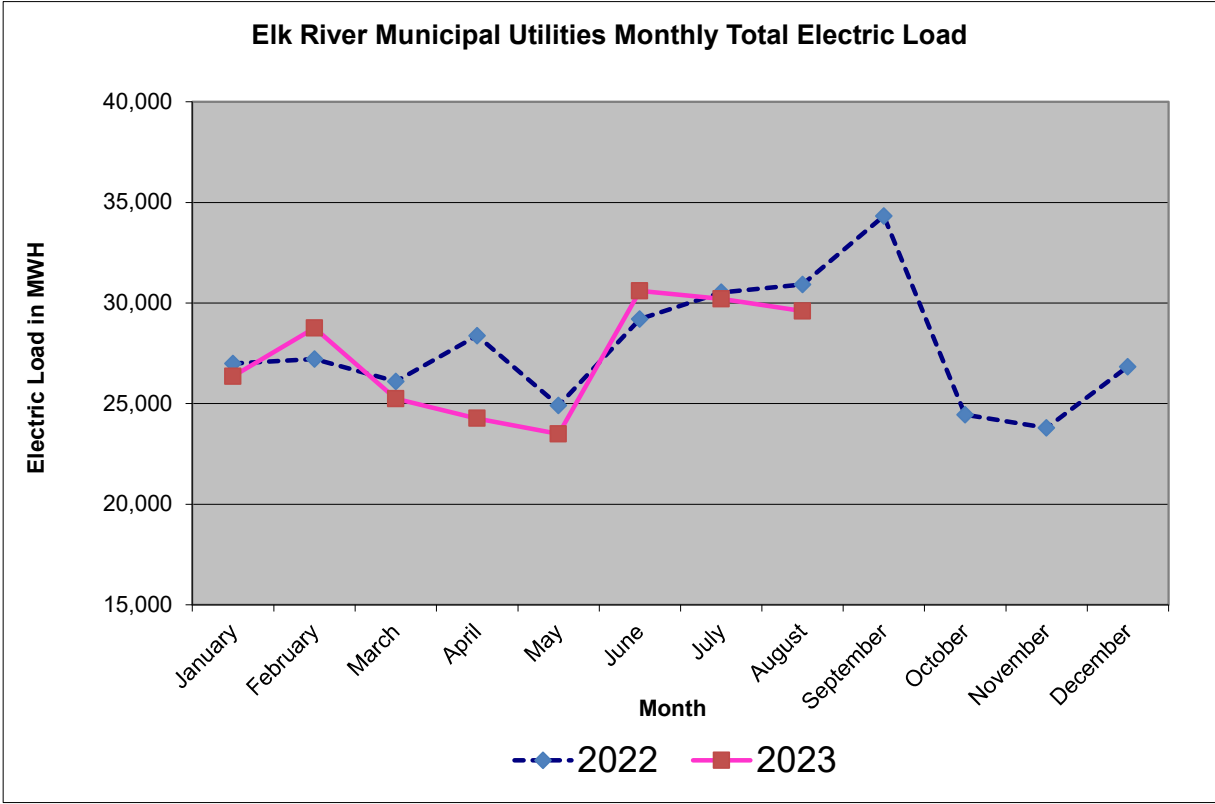
ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

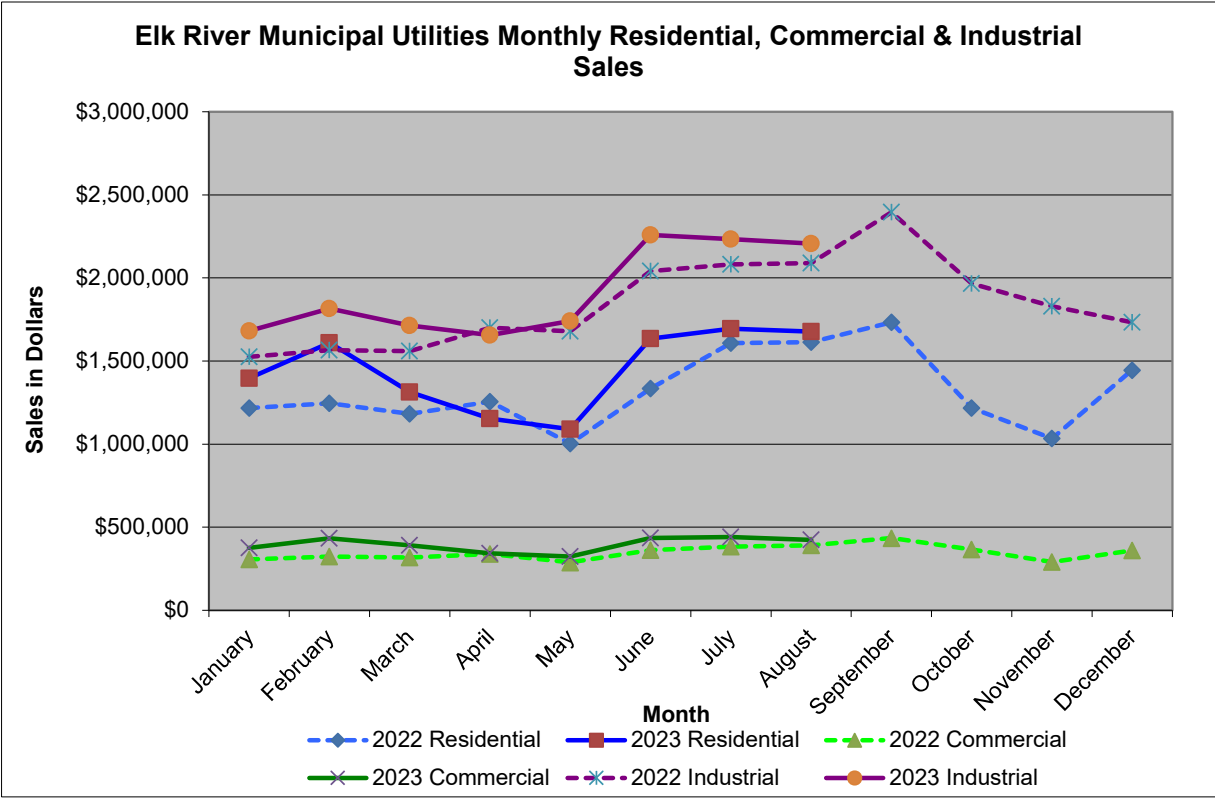
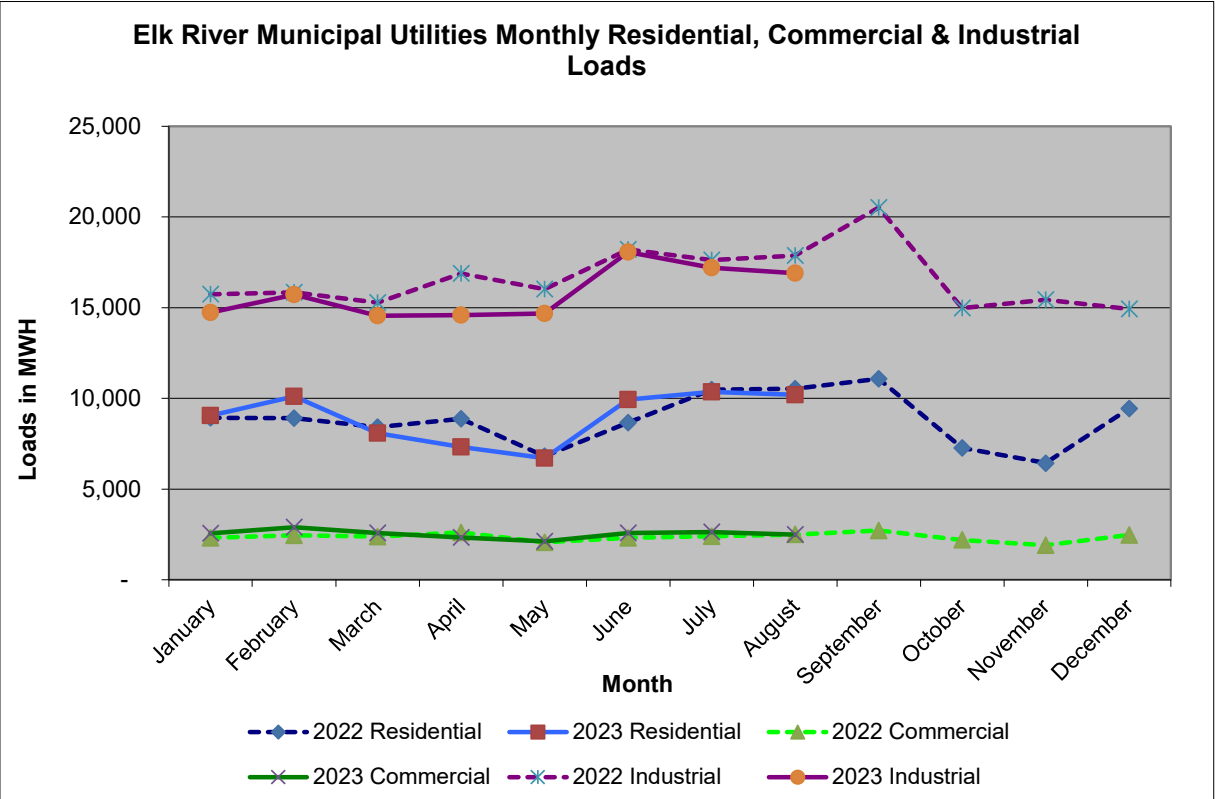
	2023 JULY	2023 YTD	2023 YTD BUDGET	YTD Budget Variance	2023 YTD Bud Var%	2023 ANNUAL BUDGET	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%	Variance Item
<b>Water</b>											
<b>Revenue</b>											
<b>Operating Revenue</b>											
Water Sales	523,974	1,685,977	1,208,829	477,149	39	2,503,414	431,003	1,394,668	291,309	21	(1)
<b>Total Operating Revenue</b>	523,974	1,685,977	1,208,829	477,149	39	2,503,414	431,003	1,394,668	291,309	21	
<b>Other Operating Revenue</b>											
Interest/Dividend Income	7,682	24,038	21,292	2,746	13	36,500	2,312	(28,076)	52,114	186	(2)
Customer Penalties	3,305	10,588	16,333	(5,746)	(35)	28,000	3,886	8,895	1,692	19	
Connection Fees	16,498	123,376	302,167	(178,791)	(59)	518,000	410,754	1,217,379	(1,094,004)	(90)	(3)
Misc Revenue	2,507	9,541	8,196	1,346	16	376,034	24,914	172,784	(163,242)	(94)	(4)
<b>Total Other Revenue</b>	29,992	167,542	347,988	(180,445)	(52)	958,534	441,866	1,370,982	(1,203,440)	(88)	
<b>Total Revenue</b>	553,966	1,853,520	1,556,816	296,704	19	3,461,948	872,869	2,765,650	(912,131)	(33)	
<b>Expenses</b>											
Production Expense	6,824	62,317	52,500	9,817	19	90,000	5,367	51,128	11,190	22	
Pumping Expense	69,874	357,290	351,750	5,540	2	603,000	53,915	331,537	25,754	8	
Distribution Expense	30,301	214,477	205,579	8,898	4	337,650	32,162	179,095	35,382	20	(5)
Depreciation & Amortization	97,626	682,703	681,786	917	0	1,202,937	91,685	645,432	37,271	6	
Interest Expense	3,112	21,787	21,787	0	0	36,349	3,279	24,158	(2,371)	(10)	
Other Operating Expense	105	2,518	1,189	1,329	112	2,470	153	1,798	719	40	
Customer Accounts Expense	7,492	50,925	49,216	1,709	3	84,370	7,136	44,915	6,010	13	
Administrative Expense	57,965	549,825	617,913	(68,088)	(11)	1,032,655	59,923	531,440	18,385	3	
General Expense	336	4,079	10,879	(6,801)	(63)	18,650	520	5,136	(1,058)	(21)	
<b>Total Expenses(before Operating Transfers)</b>	273,636	1,945,921	1,992,599	(46,678)	(2)	3,408,081	254,140	1,814,640	131,281	7	
<b>Operating Transfer</b>											
Utilities & Labor Donated	0	0	875	(875)	(100)	1,500	0	0	0	0	
<b>Total Operating Transfer</b>	0	0	875	(875)	(100)	1,500	0	0	0	0	
<b>Net Income Profit(Loss)</b>	280,330	(92,401)	(436,657)	344,256	79	52,367	618,729	951,011	(1,043,412)	(110)	

Item Variance of +/- \$15,000 and +/- 15%

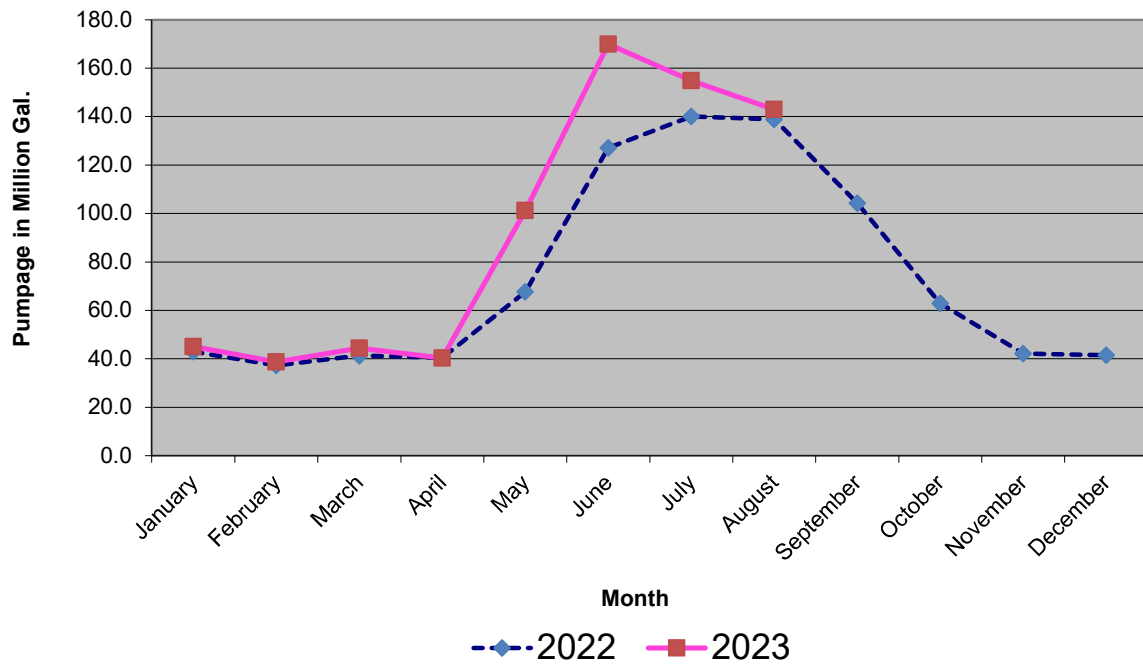
- (1) YTD Budget variance is due to usage being higher than budgeted and PYTD variance is due to rate increase and higher usage in 2023.
- (2) PYTD variance is due to the change in Fair Market Value of Investments.
- (3) YTD Budget variance is due to less than average connection fees. PYTD variance is due to more Connection Fees in 2022.
- (4) PYTD variance is due to Water Tower lease revenue being recognized annually in 2023 vs monthly in 2022 (GASB 87).
- (5) PYTD variance is due to a 2023 water main repair and additional Cty Rd 13 expenses which are partially offset by less water meter change outs in 2023.



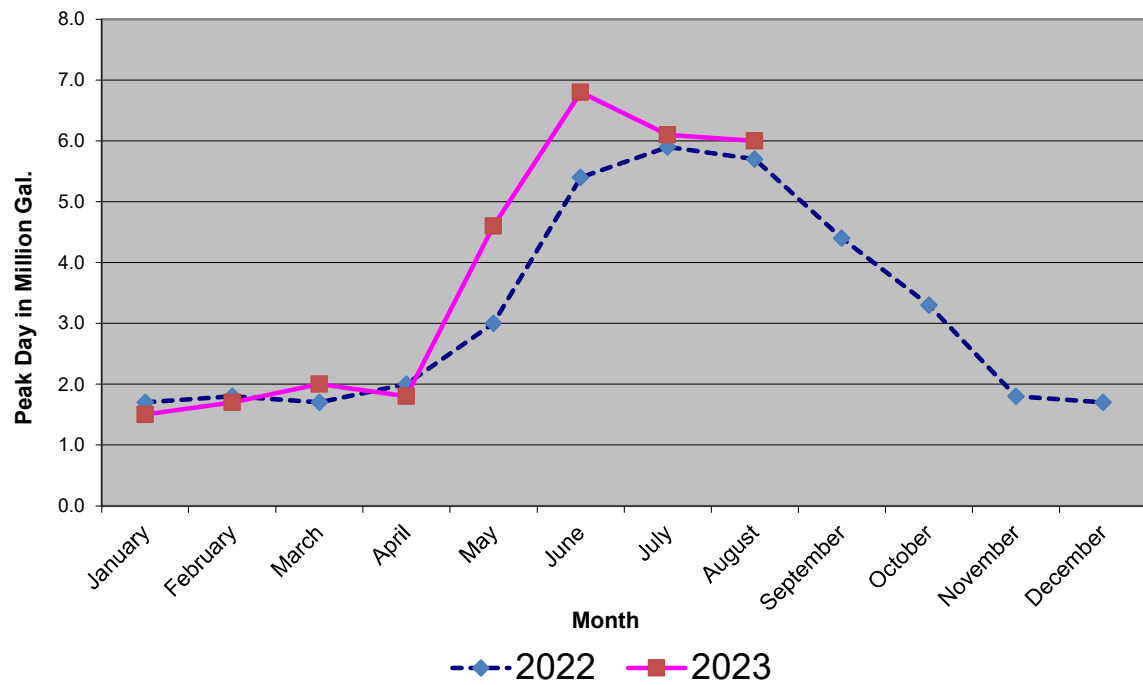


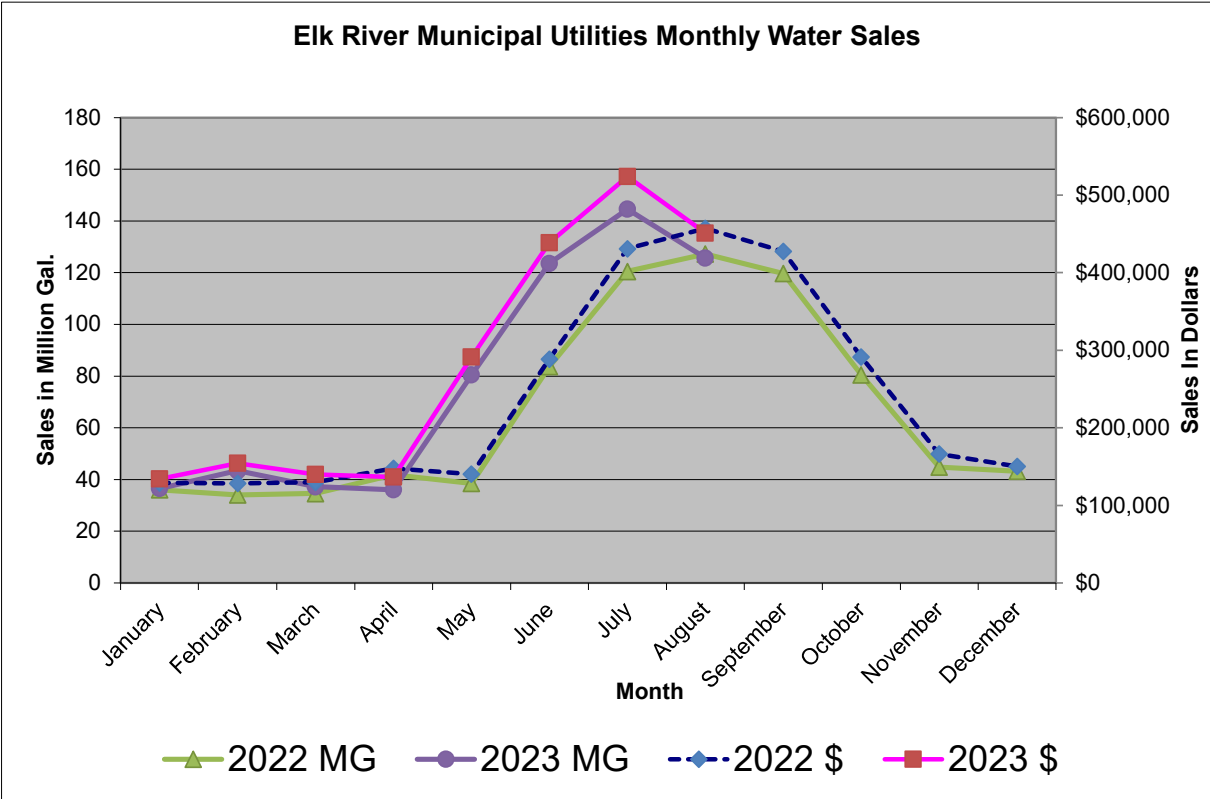


**Elk River Municipal Utilities Monthly Water Pumpage**



**Elk River Municipal Utilities Peak Day Pumpage**





ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

		2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Electric Revenue</b>										
<b>Operating Revenue</b>										
Elk River										
	ELECT SALES - ELK RIVER RESID	1,364,524	7,780,413	7,745,229	14,039,146	0	1,417,797	7,585,324	195,089	3
	ELECT SALES - ELK RIVER NON-D	331,336	2,027,794	1,909,642	3,461,850	6	309,198	1,832,268	195,525	11
	ELECT SALES - ELK RIVER DEMA	1,863,756	10,505,702	10,909,452	20,243,229	(4)	1,943,768	10,941,286	(435,584)	(4)
	PCA SALES REVENUE - ELK RIVE	123,828	635,595	744,917	1,285,399	(15)	0	0	635,595	0
	PCA SALES REVENUE - ELK RIVE	30,523	177,633	200,702	340,814	(11)	0	0	177,633	0
	PCA SALES REVENUE - ELK RIVE	220,787	1,216,712	1,541,127	2,670,887	(21)	0	0	1,216,712	0
	<b>Total For Elk River:</b>	3,934,756	22,343,852	23,051,072	42,041,326	(3)	3,670,765	20,358,880	1,984,971	10
Otsego										
	ELECT SALES - OTSEGO RESIDEN	149,591	842,377	752,959	1,420,072	12	148,372	773,674	68,703	9
	ELECT SALES - OTSEGO NON-DEM	50,276	264,536	239,117	454,649	11	49,200	259,733	4,802	2
	ELECT SALES - OTSEGO DEMAND	133,168	777,121	631,501	1,180,452	23	137,982	748,258	28,863	4
	PCA SALES REVENUE - OTSEGO R	13,397	67,741	72,392	129,685	(6)	0	0	67,741	0
	PCA SALES REVENUE - OTSEGO N	4,764	23,839	24,867	44,260	(4)	0	0	23,839	0
	PCA SALES REVENUE - OTSEGO D	15,756	89,238	88,980	156,538	0	0	0	89,238	0
	<b>Total For Otsego:</b>	366,954	2,064,853	1,809,819	3,385,657	14	335,555	1,781,665	283,187	16
Rural Big Lake										
	ELECT SALES - BIG LAKE RESIDE	17,523	112,303	117,911	214,102	(5)	18,517	109,526	2,776	3
	ELECT SALES - BIG LAKE NON-DE	775	2,227	1,974	4,513	13	759	2,047	179	9
	PCA SALES REVENUE - BIG LAKE	1,590	9,167	11,389	19,622	(20)	0	0	9,167	0
	PCA SALES REVENUE - BIG LAKE	70	160	194	420	(18)	0	0	160	0
	<b>Total For Rural Big Lake:</b>	19,958	123,859	131,469	238,658	(6)	19,276	111,574	12,284	11
Dayton										
	ELECT SALES - DAYTON RESIDEN	20,014	118,586	121,622	221,646	(2)	20,438	115,054	3,531	3
	ELECT SALES - DAYTON NON-DE	3,895	22,446	22,003	39,638	2	3,796	22,059	387	2
	PCA SALES REVENUE - DAYTON R	1,785	9,459	11,734	20,286	(19)	0	0	9,459	0
	PCA SALES REVENUE - DAYTON	333	1,801	2,309	3,900	(22)	0	0	1,801	0
	<b>Total For Dayton:</b>	26,028	152,293	157,669	285,471	(3)	24,234	137,113	15,179	11
Public St & Hwy Lighting										
	ELECT SALES - SEC LTS	21,555	150,987	151,666	260,000	0	21,494	150,259	728	0
	<b>Total For Public St &amp; Hwy Lighting:</b>	21,555	150,987	151,666	260,000	0	21,494	150,259	728	0
Other Electric Sales										
	SUB-STATION CREDIT	400	2,800	2,800	4,800	0	400	2,800	0	0
	RATE INCREASE	0	0	0	0	0	132,447	1,362,659	(1,362,659)	(100)

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Electric</b>									
<b>Total For Other Electric Sales:</b>	400	2,800	2,800	4,800	0	132,847	1,365,459	(1,362,659)	(100)
<b>Total Operating Revenue</b>	<u>4,369,654</u>	<u>24,838,646</u>	<u>25,304,497</u>	<u>46,215,912</u>	<u>(2)</u>	<u>4,204,173</u>	<u>23,904,953</u>	<u>933,693</u>	<u>4</u>
<b>Other Operating Revenue</b>									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	22,528	56,583	29,166	50,000	94	4,008	(134,270)	190,854	142
<b>Total For Interest/Dividend Income:</b>	22,528	56,583	29,166	50,000	94	4,008	(134,270)	190,854	142
Customer Penalties									
CUSTOMER DELINQUENT PENALT	23,187	162,805	145,833	250,000	12	20,088	135,877	26,928	20
<b>Total For Customer Penalties:</b>	23,187	162,805	145,833	250,000	12	20,088	135,877	26,928	20
LFG Project									
LFG PROJECT	0	0	0	0	0	92,775	576,999	(576,999)	(100)
<b>Total For LFG Project:</b>	0	0	0	0	0	92,775	576,999	(576,999)	(100)
Connection Fees									
DISCONNECT & RECONNECT CHA	15,100	72,941	128,333	220,000	(43)	16,575	103,795	(30,853)	(30)
<b>Total For Connection Fees:</b>	15,100	72,941	128,333	220,000	(43)	16,575	103,795	(30,853)	(30)
Misc Revenue									
MISC ELEC REVENUE - TEMP CHG	0	5,114	1,166	2,000	338	0	2,840	2,274	80
STREET LIGHT	0	1,800	10,000	20,000	(82)	0	125	1,675	1,340
TRANSMISSION INVESTMENTS	69,613	391,846	378,718	649,231	3	67,666	349,391	42,454	12
MISC NON-UTILITY	15,970	87,915	52,500	90,000	67	30,451	105,127	(17,211)	(16)
GAIN ON DISPOSITION OF PROPER	0	24,600	0	0	0	0	22,750	1,850	8
CONTRIBUTIONS FROM CUSTOMER	4,518	230,718	102,083	175,000	126	33,173	172,235	58,483	34
<b>Total For Misc Revenue:</b>	90,103	741,994	544,468	936,231	36	131,291	652,469	89,525	14
<b>Total Other Revenue</b>	<u>150,919</u>	<u>1,034,325</u>	<u>847,801</u>	<u>1,456,231</u>	<u>22</u>	<u>264,738</u>	<u>1,334,870</u>	<u>(300,544)</u>	<u>(23)</u>
<b>Total For Total Other Revenue:</b>	150,919	1,034,325	847,801	1,456,231	22	264,738	1,334,870	(300,544)	(23)
<b>Total Revenue</b>	<u>4,520,573</u>	<u>25,872,972</u>	<u>26,152,298</u>	<u>47,672,143</u>	<u>(1)</u>	<u>4,468,911</u>	<u>25,239,823</u>	<u>633,148</u>	<u>3</u>
<b>Expenses</b>									
Purchased Power									
PURCHASED POWER	2,621,663	13,506,871	13,821,258	24,207,981	(2)	3,512,076	18,383,179	(4,876,308)	(27)
ENERGY ADJUSTMENT CLAUSE	825,139	4,717,002	4,924,093	8,558,044	(4)	0	0	4,717,002	0
<b>Total For Purchased Power:</b>	3,446,803	18,223,873	18,745,351	32,766,025	(3)	3,512,076	18,383,179	(159,305)	(1)
Operating & Mtce Expense									



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	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Electric</b>									
OPERATING SUPERVISION	9,191	69,156	79,916	137,000	(13)	11,223	67,611	1,545	2
DIESEL OIL FUEL	0	3,657	5,833	10,000	(37)	91	1,566	2,090	134
NATURAL GAS	352	21,147	13,900	25,000	52	223	11,995	9,152	76
ELECTRIC & WATER CONSUMPTI	4,528	37,652	21,100	34,000	78	1,814	20,149	17,503	87
PLANT SUPPLIES & OTHER EXPEN	103	20,762	7,583	13,000	174	278	4,004	16,758	419
MISC POWER GENERATION EXPE	40	3,465	4,666	8,000	(26)	632	3,136	329	11
MAINTENANCE OF STRUCTURE -	1,210	12,826	11,666	20,000	10	1,372	9,448	3,377	36
MTCE OF PLANT ENGINES/GENER	512	15,215	22,750	39,000	(33)	2,736	9,061	6,153	68
MTCE OF PLANT/LAND IMPROVE	1,512	23,307	20,500	35,000	14	107	13,597	9,710	71
<b>Total For Operating &amp; Mtce Expense:</b>	17,451	207,190	187,916	321,000	10	18,479	140,570	66,620	47
<b>Landfill Gas</b>									
LANDFILL GAS PLANT PURCHASE	0	0	0	0	0	15,182	94,459	(94,459)	(100)
LANDFILL GAS PLANT OPERATIO	0	0	0	0	0	21,966	271,078	(271,078)	(100)
LANDFILL GAS PLANT ADMINIST	0	0	0	0	0	181	1,856	(1,856)	(100)
LANDFILL GAS PLANT INSURANC	0	0	0	0	0	1,948	11,690	(11,690)	(100)
LANDFILL GAS PLANT MTCE	0	0	0	0	0	140	855	(855)	(100)
<b>Total For Landfill Gas:</b>	0	0	0	0	0	39,418	379,940	(379,940)	(100)
<b>Transmission Expense</b>									
TRANSMISSION MTCE AND EXPE	5,250	38,229	40,833	70,000	(6)	5,246	38,476	(247)	(1)
<b>Total For Transmission Expense:</b>	5,250	38,229	40,833	70,000	(6)	5,246	38,476	(247)	(1)
<b>Distribution Expense</b>									
REMOVE EXISTING SERVICE & M	0	542	612	1,050	(11)	0	194	347	178
SCADA EXPENSE	8,039	28,590	25,666	44,000	11	2,832	24,152	4,437	18
TRANSFORMER EXPENSE OH & U	1,262	9,921	8,750	15,000	13	849	7,043	2,878	41
MTCE OF SIGNAL SYSTEMS	100	1,807	1,166	2,000	55	301	1,717	89	5
METER EXPENSE - REMOVE & RE	163	1,166	875	1,500	33	209	582	583	100
TEMP SERVICE - INSTALL & REM	214	5,088	2,041	3,500	149	87	1,997	3,090	155
MISC DISTRIBUTION EXPENSE	17,580	231,879	175,000	300,000	33	13,408	178,769	53,110	30
INTERCONNECTION CARRYING C	0	0	0	2,416	0	0	0	0	0
<b>Total For Distribution Expense:</b>	27,360	278,996	214,112	369,466	30	17,689	214,458	64,537	30
<b>Maintenance Expense</b>									
MTCE OF STRUCTURES	4,503	36,967	26,833	46,000	38	2,263	14,759	22,207	150
MTCE OF SUBSTATIONS	359	19,115	20,416	35,000	(6)	5,825	24,337	(5,221)	(21)
MTCE OF SUBSTATION EQUIPME	4,558	32,588	44,916	77,000	(27)	1,455	28,378	4,210	15
MTCE OF OH LINES/TREE TRIM	377	168,353	178,000	225,000	(5)	526	109,918	58,434	53

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Electric		2023	2023	2023	2023	2023 YTD	2022	2022	YTD	2022 v. 2023
		JULY	YTD	YTD BUDGET	ANNUAL BUDGET	Bud Var%	JULY	YTD	VARIANCE	Actual Var%
	MTCE OF OH LINES/STANDBY	3,744	20,976	23,333	40,000	(10)	3,055	19,938	1,037	5
	MTCE OF OH PRIMARY	8,632	90,742	99,166	170,000	(8)	26,576	108,195	(17,452)	(16)
	MTCE OF URD PRIMARY	32,312	123,920	99,166	170,000	25	25,354	122,040	1,879	2
	LOCATE ELECTRIC LINES	11,858	55,435	61,833	106,000	(10)	9,718	56,389	(953)	(2)
	LOCATE FIBER LINES	0	236	583	1,000	(60)	0	375	(139)	(37)
	MTCE OF LINE TRANSFORMERS	2,074	13,217	35,000	60,000	(62)	4,221	17,830	(4,613)	(26)
	MTCE OF STREET LIGHTING	4,592	21,283	26,250	45,000	(19)	6,365	32,603	(11,320)	(35)
	MTCE OF SECURITY LIGHTING	739	11,272	8,750	15,000	29	2,375	10,068	1,203	12
	MTCE OF METERS	8,399	35,839	49,583	85,000	(28)	5,985	50,041	(14,201)	(28)
	VOLTAGE COMPLAINTS	828	6,608	5,833	10,000	13	1,348	4,932	1,675	34
	SALARIES TRANSMISSION & DIST	1,910	16,082	17,791	30,500	(10)	1,954	15,886	196	1
	ELECTRIC MAPPING	5,466	83,494	55,416	95,000	51	3,041	56,867	26,627	47
	MTCE OF OH SECONDARY	2,414	13,352	14,583	25,000	(8)	2,452	11,821	1,531	13
	MTCE OF URD SECONDARY	5,068	29,238	35,000	60,000	(16)	2,384	36,367	(7,128)	(20)
	TRANSPORTATION EXPENSE	14,598	168,316	142,916	245,000	18	17,424	167,486	830	0
	<b>Total For Maintenance Expense:</b>	112,440	947,042	945,375	1,540,500	0	122,332	888,238	58,803	7
Depreciation & Amortization										
	DEPRECIATION	206,807	1,454,787	1,465,457	2,552,700	(1)	194,816	1,358,030	96,757	7
	AMORTIZATION	55,677	389,745	389,746	668,136	0	55,677	389,745	0	0
	<b>Total For Depreciation &amp; Amortization:</b>	262,485	1,844,533	1,855,203	3,220,836	(1)	250,494	1,747,776	96,757	6
Interest Expense										
	INTEREST EXPENSE - BONDS	73,213	513,691	513,691	870,695	0	75,850	535,009	(21,318)	(4)
	AMORTIZATION OF DEBT DISCOU	(4,988)	(34,919)	(34,919)	(59,863)	0	(4,988)	(35,823)	903	3
	<b>Total For Interest Expense:</b>	68,224	478,771	478,771	810,832	0	70,862	499,186	(20,414)	(4)
Other Operating Expense										
	EV CHARGING EXPENSE	245	1,102	4,509	7,731	(76)	483	3,218	(2,115)	(66)
	LOSS ON DISPOSITION OF PROP (C	13,073	13,073	0	15,500	0	0	0	13,073	0
	OTHER DONATIONS	0	108	1,750	3,000	(94)	1,081	1,545	(1,436)	(93)
	MUTUAL AID	0	0	0	0	0	0	10,632	(10,632)	(100)
	PENSION EXPENSE	0	0	0	45,000	0	0	0	0	0
	OTHER INTEREST EXPENSE	0	378	378	378	0	378	2,998	(2,620)	(87)
	INTEREST EXPENSE - METER DEP	3,975	27,626	1,458	2,500	1,795	166	1,155	26,470	2,290
	<b>Total For Other Operating Expense:</b>	17,295	42,289	8,096	74,109	422	2,108	19,550	22,739	116
Customer Accounts Expense										
	METER READING EXPENSE	3,679	23,534	27,416	47,000	(14)	4,096	27,915	(4,380)	(16)

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	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Electric</b>									
DISCONNECT/RECONNECT EXPEN	992	11,792	12,833	22,000	(8)	2,236	12,986	(1,194)	(9)
MISC CUSTOMER ACCOUNTS EXP	28,369	191,975	182,291	312,500	5	26,687	168,769	23,205	14
BAD DEBT EXPENSE & RECOVER	807	23,467	11,666	20,000	101	3,309	6,763	16,703	247
<b>Total For Customer Accounts Expense:</b>	<b>33,848</b>	<b>250,769</b>	<b>234,208</b>	<b>401,500</b>	<b>7</b>	<b>36,329</b>	<b>216,435</b>	<b>34,334</b>	<b>16</b>
<b>Administrative Expense</b>									
SALARIES OFFICE & COMMISSION	59,121	462,827	554,166	950,000	(16)	63,626	452,368	10,459	2
TEMPORARY STAFFING	0	0	2,333	4,000	(100)	0	0	0	0
OFFICE SUPPLIES	7,916	74,229	62,416	107,000	19	4,474	41,848	32,381	77
ELECTRIC & WATER CONSUMPTI	2,589	17,269	16,916	29,000	2	2,619	14,546	2,722	19
BANK FEES	132	1,011	1,458	2,500	(31)	143	1,084	(72)	(7)
LEGAL FEES	3,134	14,438	23,333	40,000	(38)	1,689	18,129	(3,690)	(20)
AUDITING FEES	1,623	12,323	10,803	18,520	14	1,503	10,523	1,800	17
INSURANCE	14,452	124,951	108,500	186,000	15	14,239	105,680	19,271	18
UTILITY SHARE - DEFERRED COM	7,258	86,705	72,333	124,000	20	6,978	82,349	4,355	5
UTILITY SHARE - MEDICAL/DENT	56,138	529,950	553,262	858,481	(4)	58,495	537,218	(7,268)	(1)
UTILITY SHARE - PERA	22,697	167,721	168,000	288,000	0	22,435	158,219	9,502	6
UTILITY SHARE - FICA	22,440	163,764	163,333	280,000	0	21,848	153,142	10,622	7
EMPLOYEE SICK PAY	12,284	98,282	87,500	150,000	12	11,681	89,372	8,910	10
EMPLOYEE HOLIDAY PAY	13,756	84,260	71,590	157,500	18	13,585	52,519	31,741	60
EMPLOYEE VACATION & PTO PA	20,303	169,251	155,000	250,000	9	21,198	152,471	16,779	11
UPMIC DISTRIBUTION	0	36,462	45,507	91,015	(20)	0	21,815	14,646	67
LONGEVITY PAY	2,100	9,603	9,184	16,369	5	0	1,550	8,053	520
CONSULTING FEES	0	3,415	46,666	80,000	(93)	492	54,690	(51,275)	(94)
TELEPHONE	3,052	21,986	23,916	41,000	(8)	568	18,092	3,894	22
ADVERTISING	384	7,417	8,750	15,000	(15)	1,085	8,814	(1,397)	(16)
DUES & SUBSCRIPTIONS - FEES	10,387	69,040	100,727	172,675	(31)	10,697	70,011	(970)	(1)
SCHOOLS & MEETINGS	11,749	116,593	153,500	259,925	(24)	7,860	103,843	12,749	12
MTCE OF GENERAL PLANT & OFFI	1,002	7,019	4,433	7,600	58	609	4,266	2,752	65
<b>Total For Administrative Expense:</b>	<b>272,525</b>	<b>2,278,525</b>	<b>2,443,633</b>	<b>4,128,585</b>	<b>(7)</b>	<b>265,834</b>	<b>2,152,555</b>	<b>125,969</b>	<b>6</b>
<b>General Expense</b>									
CIP REBATES - RESIDENTIAL	6,715	33,191	58,432	100,170	(43)	5,335	29,687	3,504	12
CIP REBATES - COMMERCIAL	960	40,964	110,590	189,583	(63)	1,260	62,386	(21,422)	(34)
CIP - ADMINISTRATION	425	6,893	11,491	19,700	(40)	3,653	6,241	651	10
CIP - MARKETING	3,162	24,079	17,522	30,039	37	3,364	17,608	6,471	37
CIP - LABOR	10,480	82,022	104,131	178,511	(21)	11,202	84,948	(2,925)	(3)

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	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Electric</b>									
CIP REBATES - LOW INCOME	0	11,879	10,500	18,000	13	0	4,185	7,694	184
CIP - LOW INCOME LABOR	660	5,694	5,767	9,887	(1)	742	6,073	(378)	(6)
ENVIRONMENTAL COMPLIANCE	2,713	10,532	19,961	34,219	(47)	2,906	18,196	(7,664)	(42)
MISC GENERAL EXPENSE	(42)	6,049	1,458	2,500	315	(2)	148	5,900	3,987
<b>Total For General Expense:</b>	25,076	221,305	339,855	582,609	(35)	28,463	229,474	(8,168)	(4)
<b>Total Expenses(before Operating Transfers)</b>	4,288,762	24,811,528	25,493,357	44,285,462	(3)	4,369,334	24,909,842	(98,314)	0
<b>Operating Transfer</b>									
Operating Transfer/Other Funds									
TRANSFER TO CITY ELK RIVER R	158,086	931,229	922,042	1,681,653	1	147,531	847,552	83,676	10
<b>Total For Operating Transfer/Other Funds:</b>	158,086	931,229	922,042	1,681,653	1	147,531	847,552	83,676	10
Utilities & Labor Donated									
UTILITIES & LABOR DONATED TO	17,642	159,461	140,000	240,000	14	19,512	132,216	27,244	21
<b>Total For Utilities &amp; Labor Donated:</b>	17,642	159,461	140,000	240,000	14	19,512	132,216	27,244	21
Total Operating Transfer									
<b>Total For Total Operating Transfer:</b>	175,729	1,090,690	1,062,042	1,921,653	3	167,044	979,769	110,921	11
<b>Net Income Profit(Loss)</b>	56,082	(29,246)	(403,101)	1,465,028	93	(67,466)	(649,788)	620,541	95

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	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Water Revenue</b>									
<b>Operating Revenue</b>									
Water Sales									
WATER SALES RESIDENTIAL	292,414	1,019,953	712,560	1,397,043	43	247,897	846,909	173,044	20
WATER SALES COMMERCIAL	137,082	497,299	411,689	850,022	21	120,020	448,539	48,760	11
WATER SALES IRRIGATION	94,476	168,723	84,579	256,349	99	63,084	99,219	69,504	70
<b>Total For Water Sales:</b>	<u>523,973</u>	<u>1,685,977</u>	<u>1,208,828</u>	<u>2,503,414</u>	<u>39</u>	<u>431,002</u>	<u>1,394,668</u>	<u>291,309</u>	<u>21</u>
<b>Total Operating Revenue</b>	<u>523,973</u>	<u>1,685,977</u>	<u>1,208,828</u>	<u>2,503,414</u>	<u>39</u>	<u>431,002</u>	<u>1,394,668</u>	<u>291,309</u>	<u>21</u>
<b>Total For Total Operating Revenue:</b>	<u>523,973</u>	<u>1,685,977</u>	<u>1,208,828</u>	<u>2,503,414</u>	<u>39</u>	<u>431,002</u>	<u>1,394,668</u>	<u>291,309</u>	<u>21</u>
<b>Other Operating Revenue</b>									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	7,138	23,494	20,416	35,000	15	1,719	(28,669)	52,163	182
OTHER INTEREST/MISC REVENUE	543	543	875	1,500	(38)	592	592	(49)	(8)
<b>Total For Interest/Dividend Income:</b>	<u>7,681</u>	<u>24,037</u>	<u>21,291</u>	<u>36,500</u>	<u>13</u>	<u>2,312</u>	<u>(28,076)</u>	<u>52,113</u>	<u>186</u>
Customer Penalties									
CUSTOMER PENALTIES	3,305	10,587	16,333	28,000	(35)	3,885	8,895	1,692	19
<b>Total For Customer Penalties:</b>	<u>3,305</u>	<u>10,587</u>	<u>16,333</u>	<u>28,000</u>	<u>(35)</u>	<u>3,885</u>	<u>8,895</u>	<u>1,692</u>	<u>19</u>
Connection Fees									
WATER/ACCESS/CONNECTION FE	7,590	101,915	262,500	450,000	(61)	398,673	1,169,029	(1,067,113)	(91)
CUSTOMER CONNECTION FEES	2,445	7,850	23,333	40,000	(66)	9,423	43,955	(36,104)	(82)
BULK WATER SALES/HYDRANT R	6,462	13,608	16,333	28,000	(17)	2,658	4,394	9,214	210
<b>Total For Connection Fees:</b>	<u>16,498</u>	<u>123,375</u>	<u>302,166</u>	<u>518,000</u>	<u>(59)</u>	<u>410,754</u>	<u>1,217,379</u>	<u>(1,094,003)</u>	<u>(90)</u>
Misc Revenue									
MISC NON-UTILITY	0	20	29	50	(31)	0	25	(5)	(20)
MISCELLANEOUS REVENUE	0	258	291	500	(11)	0	287	(28)	(10)
HYDRANT MAINTENANCE PROGR	2,506	9,262	7,875	13,500	18	980	7,194	2,068	29
CONTRIBUTIONS FROM DEVELOP	0	0	0	65,000	0	0	0	0	0
WATER TOWER LEASE	0	0	0	296,984	0	23,934	165,276	(165,276)	(100)
<b>Total For Misc Revenue:</b>	<u>2,506</u>	<u>9,541</u>	<u>8,195</u>	<u>376,034</u>	<u>16</u>	<u>24,914</u>	<u>172,783</u>	<u>(163,242)</u>	<u>(94)</u>
<b>Total Other Revenue</b>	<u>29,991</u>	<u>167,542</u>	<u>347,987</u>	<u>958,534</u>	<u>(52)</u>	<u>441,866</u>	<u>1,370,982</u>	<u>(1,203,439)</u>	<u>(88)</u>
<b>Total For Total Other Revenue:</b>	<u>29,991</u>	<u>167,542</u>	<u>347,987</u>	<u>958,534</u>	<u>(52)</u>	<u>441,866</u>	<u>1,370,982</u>	<u>(1,203,439)</u>	<u>(88)</u>
<b>Total Revenue</b>	<u>553,965</u>	<u>1,853,519</u>	<u>1,556,816</u>	<u>3,461,948</u>	<u>19</u>	<u>872,868</u>	<u>2,765,650</u>	<u>(912,130)</u>	<u>(33)</u>

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	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Water Expenses</b>									
Production Expense									
MTCE OF STRUCTURES	6,824	62,317	52,500	90,000	19	5,366	51,127	11,189	22
<b>Total For Production Expense:</b>	6,824	62,317	52,500	90,000	19	5,366	51,127	11,189	22
Pumping Expense									
SUPERVISION	5,433	36,450	40,250	69,000	(9)	5,565	35,621	829	2
ELECTRIC & GAS UTILITIES	30,799	189,312	168,000	288,000	13	29,336	160,193	29,119	18
SAMPLING	2,163	9,605	8,750	15,000	10	1,108	8,428	1,177	14
CHEMICAL FEED	6,958	25,587	29,166	50,000	(12)	5,390	19,157	6,430	34
MTCE OF ELECTRIC PUMPING EQ	0	0	0	0	0	0	46	(46)	(100)
MTCE OF WELLS	24,234	94,379	96,250	165,000	(2)	8,817	99,594	(5,214)	(5)
SCADA - PUMPING	284	1,954	9,333	16,000	(79)	3,697	8,495	(6,540)	(77)
<b>Total For Pumping Expense:</b>	69,874	357,290	351,750	603,000	2	53,914	331,536	25,753	8
Distribution Expense									
MTCE OF WATER MAINS	16,438	107,621	70,000	120,000	54	16,122	46,411	61,209	132
LOCATE WATER LINES	1,096	4,691	10,062	17,250	(53)	1,459	5,901	(1,210)	(21)
MTCE OF WATER SERVICES	0	184	0	0	0	0	326	(141)	(43)
WATER METER SERVICE	3,836	16,690	38,500	66,000	(57)	3,768	50,971	(34,281)	(67)
BACKFLOW DEVICE INSPECTION	2,259	11,495	10,200	16,000	13	1,905	8,709	2,785	32
MTCE OF CUSTOMERS SERVICE	2,545	17,364	17,791	30,500	(2)	2,730	16,423	940	6
WATER MAPPING	354	9,318	7,291	12,500	28	3,116	5,162	4,156	81
MTCE OF WATER HYDRANTS - PU	765	7,911	11,083	19,000	(29)	689	7,914	(3)	0
MTCE OF WATER HYDRANTS - PR	617	3,338	2,916	5,000	14	300	1,289	2,049	159
WATER CLOTHING/PPE	28	7,648	5,250	9,000	46	23	5,339	2,308	43
WAGES WATER	603	4,060	4,258	7,300	(5)	856	3,914	146	4
TRANSPORTATION EXPENSE	1,754	8,400	9,625	16,500	(13)	1,188	8,360	40	0
WATER PERMIT	0	15,752	18,600	18,600	(15)	0	18,370	(2,617)	(14)
<b>Total For Distribution Expense:</b>	30,301	214,477	205,579	337,650	4	32,162	179,095	35,381	20
Depreciation & Amortization									
DEPRECIATION	97,625	682,702	681,786	1,202,937	0	91,685	645,432	37,270	6
<b>Total For Depreciation &amp; Amortization:</b>	97,625	682,702	681,786	1,202,937	0	91,685	645,432	37,270	6
Interest Expense									
INTEREST EXPENSE - BONDS	3,666	25,666	25,666	43,000	0	3,833	28,037	(2,371)	(8)
AMORTIZATION OF DEBT DISCOU	(554)	(3,879)	(3,879)	(6,651)	0	(554)	(3,879)	0	0
<b>Total For Interest Expense:</b>	3,112	21,786	21,786	36,349	0	3,279	24,158	(2,371)	(10)

Other Operating Expense

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

	2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Water</b>									
LOSS ON DISPOSITION OF PROP (C	0	0	0	500	0	0	0	0	0
DAM MAINTENANCE EXPENSE	0	1,689	1,020	1,750	65	53	1,017	671	66
OTHER INTEREST EXPENSE	0	94	95	95	0	94	749	(655)	(87)
INTEREST EXPENSE - METER DEP	104	734	72	125	905	4	30	703	2,268
<b>Total For Other Operating Expense:</b>	104	2,517	1,188	2,470	112	152	1,798	719	40
Customer Accounts Expense									
METER READING EXPENSE	190	1,212	1,458	2,500	(17)	208	1,402	(189)	(14)
MISC CUSTOMER ACCOUNTS EXP	7,301	49,712	47,611	81,620	4	6,927	43,512	6,200	14
BAD DEBT EXPENSE & RECOVER	0	0	145	250	(100)	0	0	0	0
<b>Total For Customer Accounts Expense:</b>	7,491	50,925	49,215	84,370	3	7,136	44,914	6,010	13
Administrative Expense									
SALARIES OFFICE & COMMISSION	18,119	134,162	156,625	268,500	(14)	18,652	131,846	2,316	2
TEMPORARY STAFFING	0	0	583	1,000	(100)	0	0	0	0
OFFICE SUPPLIES	1,890	16,569	14,875	25,500	11	939	8,105	8,463	104
ELECTRIC & WATER CONSUMPTI	647	4,317	4,666	8,000	(7)	654	3,636	680	19
BANK FEES	33	259	364	625	(29)	35	281	(21)	(8)
LEGAL FEES	783	3,074	5,250	9,000	(41)	422	4,485	(1,411)	(31)
AUDITING FEES	405	3,626	2,700	4,630	34	375	2,630	996	38
INSURANCE	3,247	34,392	21,000	36,000	64	2,860	18,931	15,460	82
UTILITY SHARE - DEFERRED COM	1,206	14,502	17,791	30,500	(18)	1,301	15,137	(634)	(4)
UTILITY SHARE - MEDICAL/DENT	12,032	132,259	144,090	215,000	(8)	15,491	139,816	(7,557)	(5)
UTILITY SHARE - PERA	4,072	31,096	31,500	54,000	(1)	4,360	30,454	641	2
UTILITY SHARE - FICA	3,917	30,115	30,333	52,000	(1)	4,199	29,183	931	3
EMPLOYEE SICK PAY	1,807	16,238	15,750	27,000	3	1,690	14,221	2,016	14
EMPLOYEE HOLIDAY PAY	2,530	14,662	14,000	30,800	5	2,552	9,404	5,257	56
EMPLOYEE VACATION & PTO PA	3,903	30,238	27,636	44,000	9	3,336	27,013	3,224	12
UPMIC DISTRIBUTION	0	6,284	9,034	18,069	(30)	0	4,544	1,739	38
WELLHEAD PROTECTION	0	6,861	10,000	10,000	(31)	0	4,724	2,137	45
LONGEVITY PAY	0	2,271	2,691	3,106	(16)	0	0	2,271	0
CONSULTING FEES	0	7,283	20,416	35,000	(64)	595	17,520	(10,236)	(58)
TELEPHONE	692	4,998	5,541	9,500	(10)	142	4,320	678	16
ADVERTISING	96	2,612	3,791	6,500	(31)	271	2,075	537	26
DUES & SUBSCRIPTIONS - FEES	1,322	37,641	41,000	78,320	(8)	1,204	41,393	(3,752)	(9)
SCHOOLS & MEETINGS	1,005	14,602	37,161	63,705	(61)	684	20,645	(6,042)	(29)
MTCE OF GENERAL PLANT & OFFI	250	1,754	1,108	1,900	58	152	1,066	688	64

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING JULY 2023

		2023 JULY	2023 YTD	2023 YTD BUDGET	2023 ANNUAL BUDGET	2023 YTD Bud Var%	2022 JULY	2022 YTD	YTD VARIANCE	2022 v. 2023 Actual Var%
<b>Water</b>										
	<b>Total For Administrative Expense:</b>	57,964	549,825	617,912	1,032,655	(11)	59,923	531,440	18,384	3
General Expense										
	CIP REBATES - RESIDENTIAL	94	740	6,125	10,500	(88)	195	629	111	18
	CIP REBATES - COMMERCIAL	0	0	291	500	(100)	0	0	0	0
	CIP - MARKETING	189	966	291	500	231	0	613	353	58
	CIP - LABOR	0	1,288	2,741	4,700	(53)	276	2,561	(1,272)	(50)
	ENVIRONMENTAL COMPLIANCE	52	1,106	1,283	2,200	(14)	48	1,332	(225)	(17)
	MISC GENERAL EXPENSE	0	(24)	145	250	(116)	0	0	(24)	0
	<b>Total For General Expense:</b>	336	4,078	10,879	18,650	(63)	520	5,136	(1,057)	(21)
	<b>Total Expenses(before Operating Transfers)</b>	273,635	1,945,921	1,992,598	3,408,081	(2)	254,140	1,814,639	131,281	7
<b>Operating Transfer</b>										
Utilities & Labor Donated										
	WATER & LABOR DONATED TO CI	0	0	875	1,500	(100)	0	0	0	0
Total Operating Transfer										
	<b>Total For Total Operating Transfer:</b>	0	0	875	1,500	(100)	0	0	0	0
<b>Net Income Profit(Loss)</b>		280,330	(92,401)	(436,657)	52,367	79	618,728	951,010	(1,043,411)	(110)



Beginning Fiscal Period[YYYYMM]

202301

GL Division

61 - Elk River Electric

Ending Fiscal Period[YYYYMM]

202307

GL Activity

All

GL Department

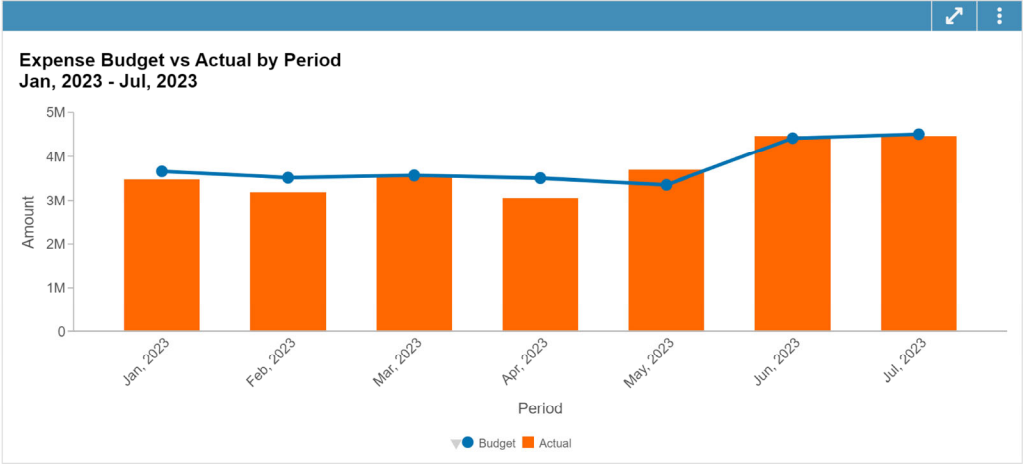
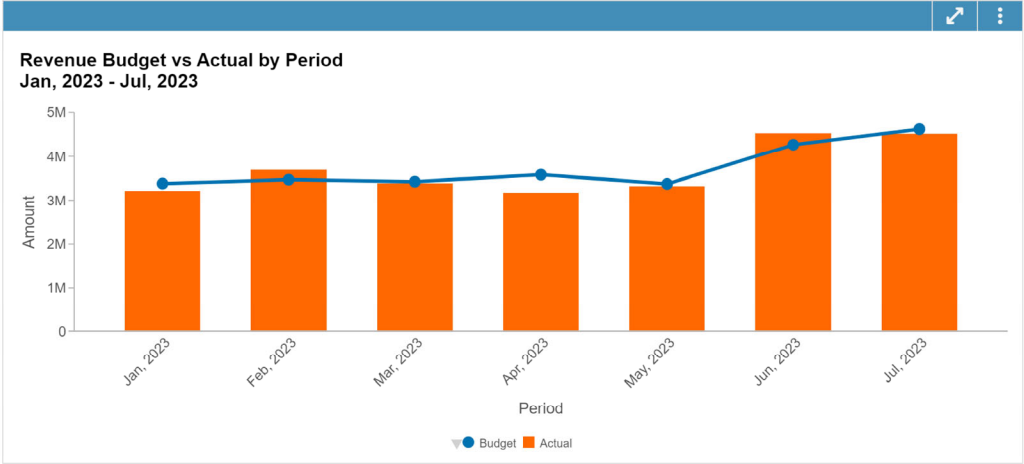
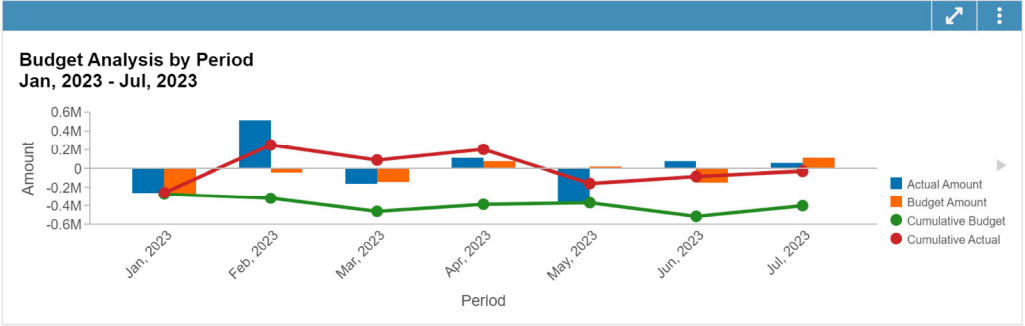
All

Period Type

All Periods

Budget Revenue Comparison & Variance	
Jan, 2023 - Jul, 2023	
-\$279,326.35	
-1.07%	
Actual	Budget
\$25,872,972.05	\$26,152,298.40

Budget Expense Comparison & Variance	
Jan, 2023 - Jul, 2023	
-\$653,181.13	
-2.46%	
Actual	Budget
\$25,902,218.97	\$26,555,400.10



Beginning Fiscal Period[YYYYMM]

202301

GL Division

62 - Elk River Water

GL Department

All

Ending Fiscal Period[YYYYMM]

202307

GL Activity

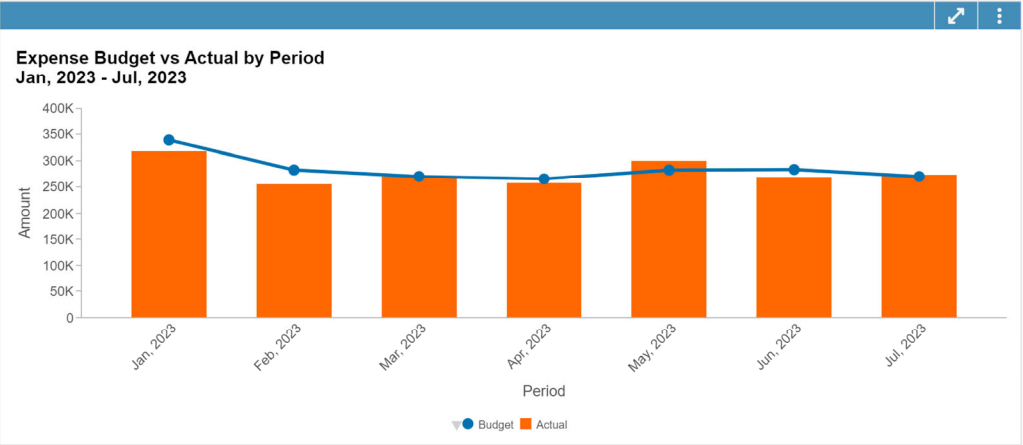
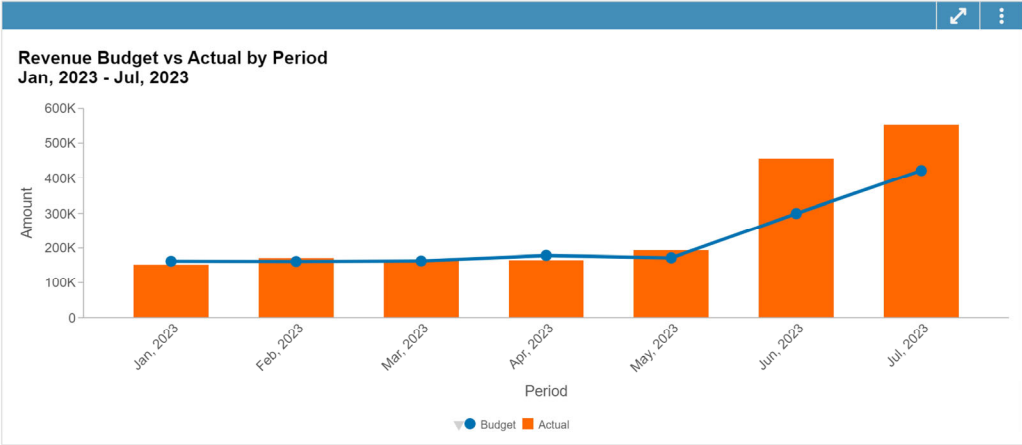
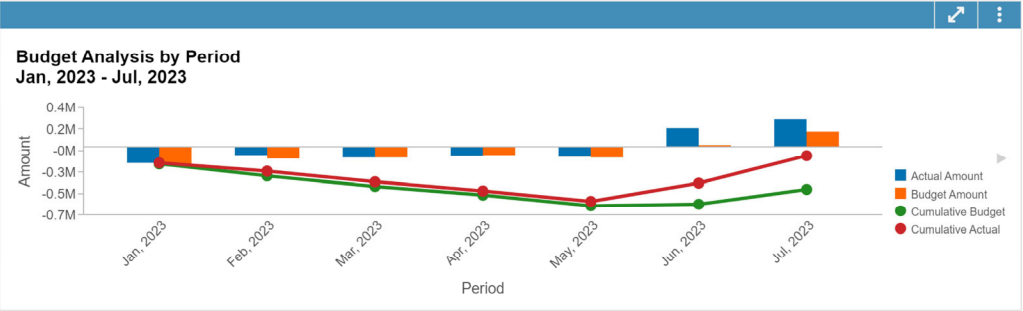
All

Period Type

Closed Period

Budget Revenue Comparison & Variance Jan, 2023 - Jul, 2023	
\$296,703.52	
19.06%	
Actual	Budget
\$1,853,519.87	\$1,556,816.35

Budget Expense Comparison & Variance Jan, 2023 - Jul, 2023	
-\$47,552.53	
-2.39%	
Actual	Budget
\$1,945,921.15	\$1,993,473.68



<b>TO:</b> ERMU Commission	<b>FROM:</b> Melissa Karpinski – Finance Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 5.2
<b>SUBJECT:</b> 2024 Annual Business Plan: Capital Projects and Equipment Purchases and Capital 20-Year Projections	
<b>ACTION REQUESTED:</b> No action is required.	

**DISCUSSION:**

In preparation for budget submittal in November, staff continues to work through the 2024 budget process. The first draft of the capital budget portion of the 2024 budget has been completed for commission review. The capital budget may change as the complete 2024 budget is assembled, when more information on project timing is available, when the rates change, and once cash flow becomes more definite. Included are the timeline projections for 20 years. Non-capital noteworthy items (expenses) are shown separately from the capital budgets at the bottom. The Conservation Improvement Plan (CIP) budget is not included this month and will be presented during the October commission meeting.

The following information is included for your review of the capital budgets:

1. Electric Department 2024 Capital Budget – Includes large non-recurring capital construction projects, recurring capital construction projects and asset preservation, and capital equipment purchases. Notable items for 2024 include Advanced Metering Infrastructure (AMI) which is a multi-year project estimated to be completed in 2025, electric service territory acquisition loss of revenue payments, data center feeder and additional/unidentified feeders, Dayton rebuild (multi-year project estimated to be completed in 2028, and partially funded through the Infrastructure Investment and Jobs Act grant), Highway 169 Redefine project (multi-year project wrapping up in 2024), replacing digger truck #9, and replacing pickup truck #13.
2. Electric Department Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.
3. Water Department 2024 Capital Budget – Includes large non-recurring capital construction projects, recurring capital construction projects and asset preservation, and capital equipment purchases. Notable items for 2024 include AMI (multi-year project estimated to be completed in 2025) and replacement of existing water main at Upland Avenue and Meadowvale Road.

4. Water Department Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.
5. Technical Services and Administrative Capital Budgets – Includes capital projects and capital equipment purchases. Notable items for 2024 include a fiber loop (shared project with ERMU, the City, and ISD 728) and several fiber extensions (from Highway 169 to North substation, Johnson Tower, and Auburn Tower).
6. Administration and Technical Services Departments Capital 20-Year Projections – Highlights anticipated large non-recurring capital construction projects, recurring capital construction projects, and asset preservation projects through 2044.

The utilities utilize a vehicle replacement evaluation system implemented with the City. Additional information on vehicle evaluations is available upon request.

**FINANCIAL IMPACT:**

The 2024 Electric Department Capital Budget has increased compared to the prior year. The main driver of the increase is the implementation of AMI and construction of additional feeders. As in years past, we will use reserves to pay for the territory expansion costs (approximately \$950,000 for 2024). We will also plan on using reserves to pay for some feeder work and the County Road 12 interconnection agreement with Connexus. We also plan to do an inter-fund loan from the water department to fund the electric portion of the AMI project. Lastly, the Dayton rebuild project is expected to be partially (50%) funded by Infrastructure Investment and Jobs Act grant money.

The 2024 Water Department Capital Budget is comparable to the prior year. We plan on using reserves to pay for AMI and the water main construction.

In 2022, both the Electric Department and Water Department started a multi-year project implementing AMI. \$4,500,000 has been planned for 2024 between the two departments.

The Administration and Technical Services Departments Capital Budgets are comparable to the prior year. These projects get allocated to the Electric and Water Departments and are shown as separate lines on their capital budget.

**ATTACHMENTS:**

- 2024 Electric Department Capital Budget
- 2024 Electric Department Capital 20-Year Projections
- 2024 Water Department Capital Budget
- 2024 Water Department Capital 20-Year Projections
- 2024 Administration and Technical Services Departments Capital Budgets
- 2024 Administration and Technical Services Departments Capital 20-Year Projections

Elk River Municipal Utilities Business Plan/Budget  
2024 Electric Department Capital Budget

**Capital Construction Projects**

Cost	Description
\$ 100,000	Highway 169 redefine
\$ 125,000	Rebuild Sandpiper Estates
\$ 100,000	Rebuild: 198th, 201st, Troy Street
\$ 150,000	Rebuild: 185th Ave
\$ 376,000	Dayton Rebuild 2400V OH to 7200V URD
\$ 100,000	Otsego Street Lights
\$ 100,000	Cty Rd 44 Rebuild
\$ 100,000	Cty Rd 33
\$ 100,000	Waco Business Center Dr Recon
Subtotal	\$ 1,251,000 <i>*Projects listed in order of priority</i>

**Capital Construction Substations**

Cost	Description
\$ 150,000	East Design
\$ 12,000	North Recloser Controller Replacement
\$ 10,000	Otsego Transformer Replacement
\$ 24,000	Otsego Recloser Controller Replacement
\$ 12,000	Station 14-3 Recloser Controller Replacement
\$ 25,000	Station 14-3 Recloser Tank Replacement
\$ 12,000	Waco Bank #1 Recloser Controller Replacement
\$ 6,000	Waco Bank #2 Recloser Controller Replacement
\$ 25,000	West Bank #2 Recloser Tank Replacement
\$ 77,000	Cap and Reg Controllers
\$ 66,000	SCADA Network Upgrades
Subtotal	\$ 419,000

**Capital Construction Feeders**

Cost	Description
\$ 100,000	County Rd 35 Feeder to Waco
\$ 250,000	Rebuild Feeder 46 Substation to Hwy 10
\$ 700,000	Data Center Feeder
\$ 25,000	Feeder 71/72 Replace 500 MCM from reclosure to riser
\$ 750,000	Unidentified Feeders
Subtotal	\$ 1,825,000

**Capital Construction System**

Cost	Description
\$ 500,000	Transformers and Meters
\$ 2,500,000	AMI
\$ 350,000	New Development Distribution Installation
\$ 50,000	Street Lighting
\$ 75,000	Ongoing OH Equip Replacement (Poles, Switches, Cut-Outs)
\$ 150,000	Ongoing URD Equip Replacement (Switches, J-Boxes, Fuse Pads)
\$ 75,000	Fault Indicators Replacements
Subtotal	\$ 3,700,000

**Capital Equipment Needs**

Cost	Description
\$ 335,000	Replace Digger Truck Vehicle #9
\$ 65,000	Replace Truck Vehicle #13
\$ 10,000	Chipper Box
\$ 43,000	Dump Trailer
\$ 7,000	Salt Spreader
\$ -	Shared Equipment
\$ 94,250	Electric share of Administration
\$ 329,900	Electric Share of Technical Services
\$ 17,500	Tools at Field Services Building
Subtotal	\$ 901,650

**Capital Facilities & Misc Needs**

Cost	Description
\$ 30,000	Vactron clean out west sub
\$ -	Concrete at FSB dumpsters/fuel station
\$ -	Oil dispensing system
\$ 300,000	County Rd 12 Interconnection Agreement - Connexus
\$ 950,000	Territory Acquisition - Loss of Revenue Pmt (2015 Contract - Area 1&2, 3&4, 5&6, 7&8)
Subtotal	\$ 1,280,000

**Total Capital \$ 9,376,650**

**Electric Noteworthy Non-Recurring Expenses**

Cost	Description
\$ 6,050	Computers, iPads, Software, Accessories
\$ 6,000	Paint Trailer
\$ -	Paint Truck
\$ 10,000	Tools
\$ 15,000	West Bank #1 Contractor Testing and Inspections
\$ 24,800	Electric share of Administration
\$ 18,170	Electric share of Technical Services
Total	\$ 80,020

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Elk River Municipal Utilities Business Plan/Budget																						
2	Electric Utility																						
3	Capital Budget 2024-2044																						
4	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
5	Projects																						
6	Rebuild Sandpiper Estates	\$100,000	\$125,000																				
7	199th rebuild	\$75,000																					
8	185th Ave rebuild		\$150,000																				
9	OH to URD Ulysses 208th, Wilson, 207th, single phase on Brook Rd			\$100,000																			
10	Dayton Rebuild 2400V OH to 7200V URD		\$376,000	\$306,000	\$102,000	\$80,000	\$83,000																
11	Cty Rd 32 single phase OH to three phase UG			\$100,000	\$100,000	\$100,000	\$100,000																
12	198th Ave & Polk St OH to URD			\$100,000	\$100,000																		
13	198th Ave & Gary St OH to URD																						
14	Otsego Street Lights		\$100,000		\$100,000																		
15	Highway 169 redefine	\$250,000	\$100,000																				
16	3 Phase on Co Rd 1 from Co Rd 33 to 221st					\$300,000																	
17	Co Rd 39 O'dean to Nashua - OH to URD			\$200,000	\$200,000																		
18	New Development East of Parrish				\$200,000	\$150,000	\$150,000	\$150,000															
19	Rebuild: Dayton River Road																						
20	Rebuild: Zebulon, 190th Ave, Waco Street			\$100,000	\$100,000																		
21	Rebuild: Ogden, 196th			\$100,000																			
22	Rebuild: 198th, 201st, 202nd, Troy Street		\$100,000																				
23	Rebuild: Parish Ave	\$100,000																					
24	Rebuild: 200th, 201st, Rawlings, Pascal																						
25	Rebuild: 211th				\$100,000																		
26	Rebuild: 227th, 223rd					\$100,000																	
27	Rebuild: 198th and Gary				\$50,000																		
28	New development: Hwy 10 from Hwy 101 to Jarvis			\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000									
29	Cty Rd 12 Rebuild to Anoka Cty line																						
30	Gravel Mine Development								\$250,000	\$250,000	\$250,000	\$250,000	\$250,000										
31	Cty Rd 33	\$100,000	\$100,000	\$150,000																			
32	Waco Business Center Dr Recon	\$100,000	\$100,000																				
33	Cty Rd 44 Rebuild	\$100,000	\$100,000	\$100,000																			
35	Total Projects Budget	\$825,000	\$1,251,000	\$1,256,000	\$852,000	\$830,000	\$433,000	\$250,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
36																							
37	Substations																						
38	East (Future)																						
39	Design	\$150,000	\$150,000																				
40	Construction			\$850,000	\$1,000,000																		
41	North																						
42	Transformer Replacement (Target Date 2053)																						
43	Relay Panel Replacement											\$25,000											
44	Recloser Controller Replacement		\$12,000					\$6,000	\$6,000	\$6,000		\$45,000	\$15,000			\$15,000							
45	Recloser Tank Replacement																						
46	Communication Equipment Replacement														\$10,000								
47	Meter Replacement											\$7,500											
48	Orrock (Future)																						
49	Design																	\$150,000					
50	Construct																		\$1,850,000				
51	Otsego																						
52	Transformer Replacement (Target Date 2023)	\$500,000	\$10,000	\$600,000	\$600,000																		
53	Relay Panel Replacement													\$25,000									
54	Recloser Controller Replacement		\$24,000												\$25,000								
55	Recloser Tank Replacement											\$15,000			\$45,000								
56	Communication Equipment Replacement											\$10,000											
57	Meter Replacement																				\$7,500		
58	Otsego East (Future)																						
59	Design							\$150,000															
60	Construct								\$1,850,000														
61	Station 14-3																						
62	Transformer Replacement (Target Date 2037)															\$1,250,000							
63	Relay Panel Replacement	\$30,000																					
64	Recloser Controller Replacement		\$12,000								\$30,000												
65	Recloser Tank Replacement		\$25,000			\$30,000	\$15,000			\$15,000			\$15,000										
66	Communication Equipment Replacement															\$10,000							
67	Meter Replacement																				\$7,500		
68	Station 14-4																						
69	Transformer Replacement (Target Date 2046)				\$25,000																		
70	Relay Panel Replacement																						
71	Recloser Controller Replacement	\$6,000							\$6,000					\$6,000									
72	Recloser Tank Replacement														\$30,000								
73	Communication Equipment Replacement															\$10,000							
74	Meter Replacement																				\$7,500		
75	Waco Bank #1																						
76	Transformer Replacement (Target Date 2047)																						
77	Relay Panel Replacement											\$25,000											
78	Recloser Controller Replacement		\$12,000											\$6,000									
79	Recloser Tank Replacement																						
80	Communication Equipment Replacement													\$10,000									
81	Meter Replacement															\$7,500							
82	Waco Bank #2																						
83	Transformer Replacement (Target Date 2057)																						
84	Relay Panel Replacement															\$25,000							
85	Recloser Controller Replacement															\$18,000							
86	Recloser Tank Replacement																						
87	Communication Equipment Replacement													\$10,000									
88	Meter Replacement															\$7,500							
89	West Bank #1																						
90	Transformer Replacement (Target Date 2046)																						
91	Relay Panel Replacement	\$30,000																					
92	Recloser Controller Replacement	\$6,000								\$12,000				\$6,000									
93	Recloser Tank Replacement	\$15,000		\$15,000																	\$15,000		
94	Communication Equipment Replacement										\$10,000												
95	Meter Replacement																				\$7,500		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Elk River Municipal Utilities Business Plan/Budget																						
2	Electric Utility																						
3	Capital Budget 2024-2044																						
4	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
96	West Bank #2																						
97	Transformer Replacement (Target Date 2034)												\$1,250,000										
98	Relay Panel Replacement	\$30,000																					
99	Recloser Controller Replacement		\$6,000									\$18,000											
100	Recloser Tank Replacement	\$15,000	\$25,000										\$15,000										
101	Communication Equipment Replacement											\$10,000											
102	Meter Replacement																				\$7,500		
103	Power Plant																						
104	Transformer Replacement																						
105	Relay Panel Replacement																				\$6,000		
106	Communication Equipment Replacement																				\$10,000		
107	Cap and Reg Controllers		\$77,000																				
108	SCADA Network Upgrades		\$66,000																				
109	Substations voltage upgrade to 115kV							\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000												
111	Total Substations Budget	\$782,000	\$419,000	\$1,465,000	\$1,625,000	\$30,000	\$15,000	\$2,156,000	\$3,862,000	\$2,033,000	\$2,138,000	\$87,500	\$1,271,000	\$57,000	\$85,000	\$1,373,000	\$0	\$150,000	\$1,850,000	\$68,500	\$0	\$0	\$0
112																							
113	Feeders																						
114	Quaday to River Road NE					\$500,000																	
115	Rebuild 33 Feeder East of 169						\$350,000																
116	County Rd 35 Feeder to Waco	\$100,000	\$100,000	\$100,000																			
117	Highway 10 Feeder from 101 to Jarvis				\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000								
118	Rebuild Feeder 46 Substation to Hwy 10	\$250,000	\$250,000																				
119	Gravel Mine Feeders								\$250,000	\$250,000	\$250,000	\$250,000	\$250,000										
120	Data Center Feeder		\$700,000																				
121	Feeder 65 Rebuild OH from Landfill to North Sub			\$500,000																			
122	New Feeder to tie Sub 14-4 to Otsego Sub	\$300,000																					
123	Feeder 71/72 Replace 500 MCM from reclosure to riser		\$25,000																				
124	Unidentified Feeders		\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
126	Total Feeders Budget	\$650,000	\$1,825,000	\$1,350,000	\$900,000	\$1,400,000	\$1,250,000	\$900,000	\$1,150,000	\$1,150,000	\$1,150,000	\$1,150,000	\$1,150,000	\$900,000	\$900,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
127																							
128	Miscellaneous																						
129																							
130	Territory Acquisition - Loss of Revenue Pmt (1991 Contract)																						
131	County Rd 12 Interconnection Agreement - Connexus	\$800,000	\$300,000																				
132	Territory Acquisition - Loss of Revenue Pmt (2015 Contract - Area 1&2, 3&4, 5&6, 7&8)	\$924,190	\$950,000	\$950,000	\$487,275	\$331,884	\$213,046	\$115,816	\$115,816														
134	Total Miscellaneous Budget	\$1,224,190	\$1,250,000	\$950,000	\$487,275	\$331,884	\$213,046	\$115,816	\$115,816	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
135																							
136	Facilities																						
137	Concrete at FSB dumpsters/fuel station																						
138	Vactron clean out west sub	\$30,000	\$30,000																				
139	Oil dispensing system																						
140	West sub storage asphalt																						
142	Total Facilities Budget	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
143																							
144	System																						
145	Transformers and Meters	\$510,000	\$500,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
146	Load Management				\$500,000																		
147	AMI	\$2,500,000	\$2,500,000	\$625,000																			
148	New Development Distribution Installation	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
149	Street Lighting	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
150	Ongoing OH Equip Replacement (Poles, Switches, Cut-Outs)	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
151	Ongoing URD Equip Replacement (Switches, J-Boxes, Fuse Pads)	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
152	Fault Indicators Replacements	\$50,000	\$75,000	\$75,000																			
154	Total System Budget	\$3,685,000	\$3,700,000	\$1,575,000	\$1,375,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000	\$875,000
155																							
156	Inventory/Equipment																						
157	Digger Truck		\$335,000			\$365,200																	
158	Bucket Truck	\$250,000		\$300,000	\$302,500																		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Elk River Municipal Utilities Business Plan/Budget Electric Utility Capital Budget 2024-2044																						
2																							
3																							
4	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
190	Tools	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
191	Highway 10 (Future)								\$15,000										\$15,000				
192	Contractor Testing and Inspections (Expense)																						
193	North																						
194	Contractor Testing and Inspections (Expense)					\$15,000										\$15,000							
195	Otsego																						
196	Transformer Arrestor Replacement (Expense)																						
197	Contractor Testing and Inspections (Expense)											\$15,000											
198	Otsego East (Future)																						
199	Contractor Testing and Inspections (Expense)																	\$15,000					
200	Station 14-3																						
201	Transformer Arrestor Replacement (Expense)																						
202	Contractor Testing and Inspections (Expense)	\$15,000								\$15,000											\$15,000		
203	Station 14-4																						
204	Contractor Testing and Inspections (Expense)										\$15,000										\$15,000	\$15,000	\$15,000
205	Waco Bank #1																						
206	Contractor Testing and Inspections (Expense)				\$15,000										\$15,000								
207	Waco Bank #2																						
208	Contractor Testing and Inspections (Expense)						\$15,000										\$15,000						
209	West Bank #1																						
210	Contractor Testing and Inspections (Expense)		\$15,000										\$15,000										
211	West Bank #2																						
212	Transformer Arrestor Replacement and Current Transformers (Expense)																						
213	Contractor Testing and Inspections (Expense)			\$15,000										\$15,000									
215	Total Non-Capital Expenses - Noteworthy	\$ 62,200	\$ 37,050	\$ 31,800	\$ 28,500	\$ 28,500	\$ 25,000	\$ 10,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000



**Elk River Municipal Utilities Business Plan/Budget**  
**2024 Water Department Capital Budget**

**Water Capital Construction Needs**

	Cost	Description	
	\$ 40,000	Well #3 Rehab	
	\$ 26,000	Flood Alarms - Well 2, 3, 5 and 7	
	\$ 10,000	Hi-E Dry Dehumidifiers	
	\$ 100,000	Facility Repair	
	\$ 100,000	Freeport Booster Station	
	\$ 20,000	Auburn Tower Wash Outside	
	\$ 60,000	Auburn Tower Mixer	
	\$ 15,000	Placeholder for undetermined projects	
	\$ 55,000	SCADA upgrades	
	\$ 180,000	Well #7, 8, 9 Fiber	
	\$ 2,000,000	AMI	Reserves
	\$ 950,000	Water Main Construction (Upland/Meadowvale)	Reserves
Subtotal	\$ 3,556,000		

**Capital Equipment Needs**

	Cost	Description	
	\$ 17,750	Water share of Administration	
	\$ 105,600	Water Share of Technical Services	
	\$ 12,000	Fire Hydrant Flushing Equipment	
Subtotal	\$ 135,350		

**Total Capital \$ 3,691,350**

**Water Noteworthy Non-Recurring Expenses**

	Cost	Description	
	\$ 10,300	Computers, iPads	
	\$ 10,000	Meters/ERT	
	\$ 10,000	Tools	
	\$ 6,200	Water share of Administration	
	\$ 430	Water share of Technical Services	
Total	\$ 36,930		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Elk River Municipal Utilities Business Plan/Budget																						
2	Water Utility																						
3	Capital Budget 2024-2044																						
4	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
5	Wells																						
6	Well 2																						
7	Roof Replacement																						
8	Well Rehabilitation (Last Recondition 2022)							\$40,000								\$40,000							
9	Flood Alarms	\$5,000	\$6,500																				
10	Well 3																						
11	Roof Replacement																						
12	Well Rehabilitation (Last Reconditioning 2016)		\$40,000								\$40,000								\$40,000				
13	Flood Alarms	\$5,000	\$6,500																				
14	Well 4																						
15	Roof Replacement																						
16	Well Rehabilitation (Last Reconditioning 2023)	\$15,000							\$40,000								\$40,000						
17	Media																						
18	Well 5																						
19	Roof Replacement																						
20	Well Rehabilitation (Last Reconditioning 2015)				\$40,000								\$40,000									\$40,000	
21	Flood Alarms	\$5,000	\$6,500																				
22	Well 6																						
23	Roof Replacement																						
24	Well Rehabilitation (Last Reconditioning 2017)			\$40,000								\$40,000								\$40,000			
25	Well 7																						
26	Roof Replacement																						
27	Well Rehabilitation (Last Reconditioning 2023)									\$40,000									\$40,000				
28	VFD	\$20,000																					
29	Flood Alarms	\$5,000	\$6,500																				
30	Well 8																						
31	Well Rehabilitation (Last Reconditioning 2015)					\$40,000									\$40,000							\$40,000	
32	Well 9																						
33	Roof Replacement					\$10,000																	
34	Well Rehabilitation (Last Reconditioning 2018)						\$40,000								\$40,000								\$40,000
35	Well 10																						
36	New Well			\$1,200,000																			
37	New Treatment Plant			\$3,000,000																			
38	Well 11																						
39	New Well						\$1,200,000																
40	New Treatment Plant						\$3,000,000																
41	All Wells																						
42	Chlorine Alarms																\$25,000						
43	Chlorine Analyzers	\$15,000																					
44	Hi-E Dry Dehumidifiers		\$10,000															\$10,000					
45	Facility Repair (Capital)	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
47	Total Well Budget	\$170,000	\$176,000	\$4,340,000	\$140,000	\$150,000	\$4,340,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$165,000	\$150,000	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000
48																							
49	Miscellaneous																						
50	Freeport Booster Station		\$100,000																		\$20,000	\$20,000	
51	Meadowdale Booster Station	\$150,000																					
53	Total Miscellaneous Budget	\$150,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$20,000	\$0
54																							
55	Towers																						
56	Gary St. Tower																						
57	Paint/Sandblast (Capital)																						
58	Wash Outside of Tower (Capital)				\$20,000					\$20,000					\$20,000						\$20,000		
59	Mixer								\$20,000														
60	Freeport Tower																						
61	Paint/Sandblast (Capital)	\$90,000																					
62	Wash Outside of Tower (Capital)			\$20,000						\$20,000					\$20,000					\$20,000			
63	Auburn Tower																						
64	Paint/Sandblast (Capital)																						
65	Wash Outside of Tower (Capital)		\$20,000					\$20,000					\$20,000					\$20,000					\$20,000
66	Mixer		\$60,000																				
67	Johnson Tower																						
68	Paint/Sandblast (Capital)			\$1,500,000																			
69	Wash Outside of Tower (Capital)								\$20,000					\$20,000					\$20,000				
70	Mixer												\$20,000										
71	New Tower																						
72	New Tower						\$3,000,000																
73	Placeholder	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	
75	Total Tower Budget	\$105,000	\$95,000	\$1,535,000	\$35,000	\$15,000	\$3,015,000	\$35,000	\$75,000	\$35,000	\$15,000	\$15,000	\$4,055,000	\$55,000	\$35,000	\$15,000	\$15,000	\$35,000	\$55,000	\$35,000	\$15,000	\$15,000	\$35,000
76																							
77	System																						
78	Facilities Building																						
79	SCADA upgrades	\$90,000	\$55,000												\$40,000	\$60,000	\$40,000	\$40,000					
80	Well #7, 8, 9 Fiber	\$65,000	\$180,000																				
81	AMI	\$1,198,000	\$2,000,000	\$400,000																			
82	Highway 169 Redefine			\$100,000																			
83	Gravel Mine Development																						
84	Water Main Construction (Capital)	\$1,250,000	\$950,000	\$500,000		\$500,000		\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	
86	Total System Budget	\$2,593,000	\$3,185,000	\$1,000,000	\$0	\$500,000	\$0	\$500,000	\$500,000	\$1,000,000	\$500,000	\$1,000,000	\$500,000	\$540,000	\$60,000	\$540,000	\$40,000	\$500,000	\$0	\$0	\$0	\$0	\$0
87																							
88	Inventory/Equipment																						
89	Equipment				\$65,000										\$65,000				\$6,000				
90	Shared Equipment	\$875							\$5,400				\$12,000	\$22,000					\$4,000				
91	Trucks (Capital)	\$65,000		\$65,000	\$65,000	\$130,000						\$65,000	\$10,000	\$10,000	\$65,000	\$65,000	\$130,000					\$66,000	
92	Tools at Field Services Building	\$2,500																					
93	Fire Hydrant Flushing Equipment		\$12,000																				
95	Total Inventory/Equipment Budget	\$68,375	\$12,000	\$65,000	\$130,000	\$130,000	\$0	\$0	\$5,400	\$0	\$0	\$77,000	\$22,000	\$65,000	\$130,000	\$130,000	\$0	\$0	\$10,000	\$0	\$0	\$66,000	\$0
96																							
97	Total	\$3,086,375	\$3,568,000	\$6,940,000	\$305,000	\$795,000	\$7,355,000	\$675,000	\$720,400	\$1,175,000	\$655,000	\$1,232,000	\$4,717,000	\$800,000	\$365,000	\$825,000	\$220,000	\$685,000	\$205,000	\$175,000	\$175,000	\$241,000	\$175,000
98	Reserves	\$2,448,000	\$2,950,000	\$4,200,000																			

**Elk River Municipal Utilities Business Plan/Budget**  
**2024 Administration and Technical Services Departments Capital Budgets**

**Administration Capital Needs**

	Cost	Description
	\$ 10,000	Office Furniture
	\$ 10,000	Conference Room/Office Reno
	\$ 7,000	Hallway Display and Branding
	\$ 32,000	Field Services Branding
	\$ 5,000	Network Switches/Misc (ERMU)
	\$ 5,000	Commission Room AV Upgrade
	\$ 13,000	Building to Building Fiber
	\$ 30,000	Cellular Boosters - Field Services Building
Subtotal	\$ 112,000	

Administration Noteworthy Non-Recurring Expenses

	Cost	Description
	\$ 31,000	Computers, iPads, Software, Accessories, Scanners, Printers - Upgrades
Subtotal	\$ 31,000	

**Total Administration \$ 143,000**

**Technical Services Capital Needs**

	Cost	Description
	\$ 63,500	Fiber Extension - 169 to Sub
	\$ 61,000	Fiber Extension - Johnson Tower Due to AMI
	\$ 41,000	Fiber Extension - Auburn Tower Due to AMI
	\$ 250,000	Fiber Loop
	\$ 20,000	Substation Security
Subtotal	\$ 435,500	

Technical Services Noteworthy Non-Recurring Expenses

	Cost	Description
	\$ 8,600	Computers, iPads, Software, Accessories - Upgrades
	\$ 10,000	General Engine Inspections/Maint.
Subtotal	\$ 18,600	

**Total Technical Services \$ 454,100**

<b>Total Capital Items</b>	<b>\$ 547,500</b>	
Total Non-Recuring Expenses	\$ 49,600	



<b>TO:</b> ERMU Commission	<b>FROM:</b> Mark Hanson – General Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1a
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- The Wage & Benefits Committee held their open meeting on August 18. Staff representatives presented four requests for consideration related to pay, on-call response, and time off. The committee will meet again September 12. Their plan is to present the committee's recommendation at the October commission meeting.
- Greg Ridderbusch, Connexus Energy's CEO since 2015, has submitted his retirement notice to the board. Connexus has retained a search firm to assist with selecting Greg's successor, with a targeted transition of early 2024. Additional information can be found here: [Connexus Energy CEO Succession – Connexus Energy](#).
- Commissioner Stewart and I attended the August 2023 Minnesota Municipal Power Agency (MMPA) Board of Directors meeting. The public summary of the meeting is below:
  - The Board of Directors of MMPA met on August 29, 2023, at Chaska City Hall in Chaska, Minnesota and via videoconference.
  - The Board reviewed the Agency's financial and operating performance for July 2023.
  - Customer penetration for the residential Clean Energy Choice program increased to 4.9%. There was an increase of 49 customers participating in the residential Clean Energy Choice program from June to July.
  - The Board discussed the current business environment.
  - The Board discussed the status of renewable projects the Agency is pursuing.
- In response to my query, MMPA Vice President David Niles offered the following publicly releasable bullets regarding their renewable natural gas project in Elk River:
  - The Minnesota Municipal Power Agency is developing a Renewable Natural Gas (RNG) project at the Elk River Landfill in Elk River, Minnesota. The project would take gas

produced by decomposition of materials in the landfill and convert it to pipeline-quality natural gas.

- MMPA has requested to interconnect with the Northern Natural Gas (NNG) pipeline near the project site. Thus far, NNG has not offered an interconnection agreement to MMPA. As a result, MMPA filed a complaint with the Federal Energy Regulatory Commission (FERC).
- The timing and outcome of the FERC complaint process is uncertain. We do, however, expect resolution of this issue in 2024.



<b>TO:</b> ERMU Commission	<b>FROM:</b> Sara Youngs – Administrations Director
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1b
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Office walk-in traffic for August consisted of 155 customers, averaging 37 customers per week over the 4-week period.
- ERMU disconnections for the month of August
  - Cycle 2 – 14 disconnections
  - Cycle 3 – 12 disconnections and 1 red tag
  - Cycle 4 – 5 disconnections
  - Cycle 1 – 17 disconnections
  - Cycle 2 - 13 disconnections
- Currently there are 3 active residential solar photovoltaic projects planned or under construction in the ERMU service territory.
- Staff has been working with STAR Energy Services on creating and revising ERMU’s Distributed Energy Resources as part of the set-up process to use their Nova Power Portal.
- During the month of September 2023, HydroCorp will be mailing final notices to residents who have not scheduled their free backflow prevention test. Residents have until the end of September to avoid potential disconnection of water service or fine.
- The administrations director has gathered and sent contact information to Q Market Research for the next round of the customer satisfaction survey. They estimate we will receive the report by late October.
- In the last 30 days the level two chargers located downtown and in the parking lot in front of ERMU had a combined 45 sessions, providing customers with 655 kWh of green energy.
- The first cycle of assessment letters will be mailed the week of September 15. Subsequent cycle letters will be mailed in the following weeks with a deadline of the beginning of November. Our credits and collections specialist puts a lot of time into researching property owners to ensure adequate notice is given.
- The administrations director and the billing specialist (along with others within the organization) will be traveling to the National Information Solutions Cooperative’s Member Information Conference in Denver, CO the week of September 17.



<b>TO:</b> ERMU Commission	<b>FROM:</b> Melissa Karpinski – Finance Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1c
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- We received our 2023-2024 workers' compensation coverage renewal quote. Our experience modification factor came in at .70, which is comparable to last year at .69. Estimated premiums will be \$67,593, which is 12% higher than last year. Rates on average will increase 3% for renewals in 2023. Other factors that affect premiums are changes in expenditures, payrolls, and other exposure measures.
- Staff continues compiling 2023 budget information.
- I will be attending National Information Solutions Cooperatives's Member Information Conference, September 17-20 in Denver, CO. I am looking forward to attending the many classes being offered on Business Intelligence & Reporting (Mosaic).

<b>TO:</b> ERMU Commission	<b>FROM:</b> Tony Mauren – Governance & Communications Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1d
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- In September, residential electric customers will receive the attached Wi-Fi Thermostat Rebate flyer, while all customers will receive information about the Cold Weather Rule.
- In addition to highlighting the bill inserts, social media posts this month feature a variety of topics including multiple reminders for the open house, details on ERMU's EV event, a commission meeting notice, as well as the Labor Day closure and garbage delay.
- Communications and Administration departments are shifting into promotion/preparations for our annual event, EV-ER: Electric Vehicles in Elk River, being held on [September 28 at the Elk River Farmers Market](#).
- The final campaign for our 2023 Conservation Improvement Program communications plan goes into effect on September 1 and lasts the month. There will be a billboard, newspaper ads, social media posts, a bill insert, a bill message, and an alert bar sharing information about the Wi-Fi Thermostat Rebate program. An example of the billboard going on northbound Highway 169 before Main Street is below.



**ATTACHMENTS:**

- Bill Insert – WiFi Thermostat Rebate
- Bill Insert – Cold Weather Rule

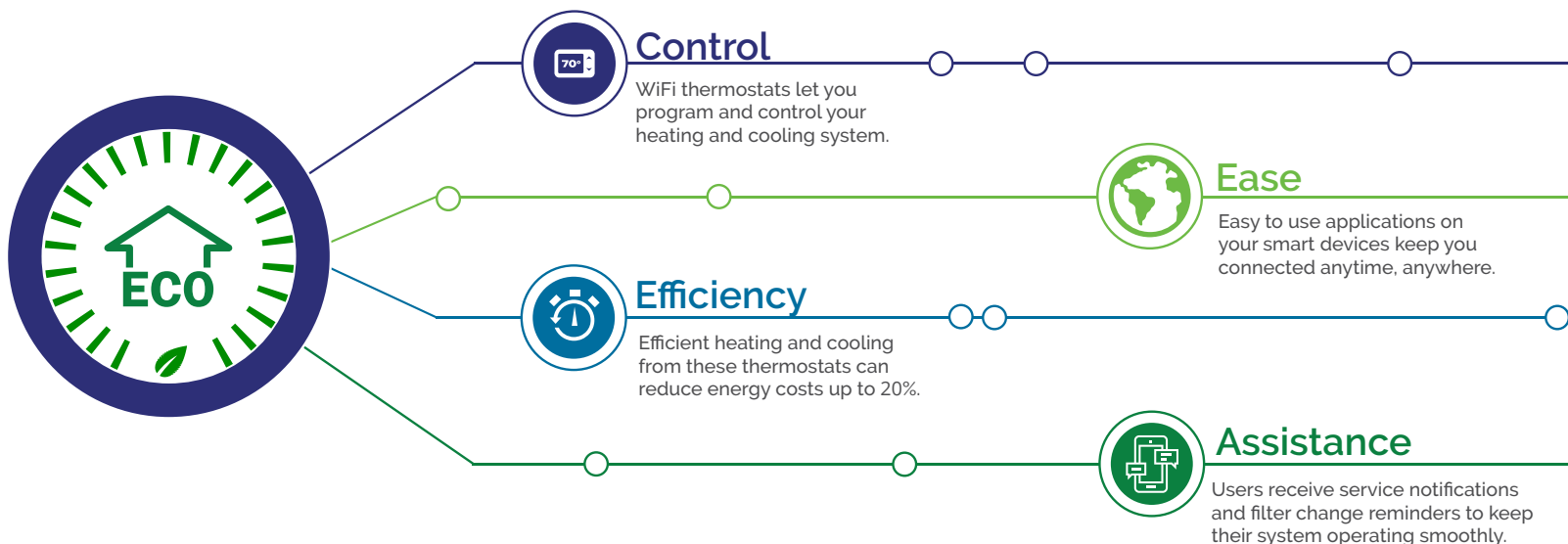


## Connect to Comfort

A WiFi thermostat offers temperature control, in-depth reporting, alerts, and energy savings all at the touch of a button. If that weren't reason enough to upgrade, ERMU is offering residential electric customers a \$40 rebate toward the purchase of your WiFi thermostat.

Customers applying for a rebate should complete the application on the opposite side. Rebates will be given in the form of a credit on your utility bill. Be sure to research which thermostat will be compatible with your heating and cooling system. Customers are eligible for two rebates per service address. Please complete one application for each thermostat

## BENEFITS OF A WIFI THERMOSTAT



## CUSTOMER INFORMATION

Name \_\_\_\_\_ Account # \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

## EQUIPMENT INFORMATION

Brand/Manufacturer \_\_\_\_\_ Model # \_\_\_\_\_  
Primary Source of Heat ☐ Gas ☐ Electric ☐ Other \_\_\_\_\_ Installation Date \_\_\_\_\_  
Central Air Conditioning ☐ Yes ☐ No

*I certify that my thermostat has been installed at the address listed above, and that this address represents a valid utility account.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

## BEFORE YOU BUY

- Research which WiFi thermostat will be compatible with your existing heating and cooling system.
- If you are unsure about properly installing your WiFi thermostat, contact an HVAC contractor.
- WiFi thermostats can only control one system at a time. If you have multiple zones or systems, you will need to purchase multiple thermostats.
- Access to a strong wireless internet signal is required to operate the thermostat.

## APPLICATION INFORMATION

- This rebate is for the purchase of a WiFi compatible thermostat. If the thermostat does not have WiFi capability, it does not qualify for this rebate.
- Applicant must be an ERMU residential electric customer to qualify for this rebate.
- Customer is eligible to receive two rebates per service address. Complete one application for each thermostat.
- Customer must submit a copy of the receipt that provides the unit's model number.
- Rebates will be given in the form of a credit on the utility bill.
- Submit the completed rebate application and a copy of the receipt to ERMU by mail or email at [customerservice@ermumn.com](mailto:customerservice@ermumn.com).

# COLD WEATHER RULE UPDATES



THE MINNESOTA COLD WEATHER RULE (CWR) WAS RECENTLY EXPANDED AND WILL NOW BE IN EFFECT FROM **OCTOBER 1ST - APRIL 30TH**. THE CWR STATES THAT DURING THAT TIME A UTILITY MAY NOT DISCONNECT SERVICE AND MUST RECONNECT THE UTILITY SERVICE OF A RESIDENTIAL CUSTOMER IF THE DISCONNECTION AFFECTS THE PRIMARY HEAT SOURCE FOR THE RESIDENTIAL UNIT AND ALL OF THE FOLLOWING CONDITIONS ARE MET:

- ✓ The household income of the customer is at or below 50 percent of the state median household income.\* [See back for details].
- ✓ A customer enters into and makes timely payments under a mutually agreed upon payment agreement that considers the financial resources of the household.\*\* [See back for details]

**SOME CUSTOMERS MAY BE ELIGIBLE FOR FINANCIAL AID WITH ENERGY ASSISTANCE. TO FIND OUT IF YOU QUALIFY, SEE THE BACK FOR AGENCIES IN YOUR COUNTY.**

NOTICE: Customers applying for the Cold Weather Rule must complete the Inability to Pay form available at [www.ERMUMN.com](http://www.ERMUMN.com).

SHERBURNE COUNTY	HENNEPIN COUNTY	WRIGHT COUNTY
SALVATION ARMY HEATSHARE		
1.800.842.7279		
TRI-CAP	COMMUNITY ACTION PARTNERSHIP	WRIGHT COUNTY COMMUNITY ACTION
888.765.5597	952.933.9639	320.963.6500
SHERBURNE COUNTY HUMAN SERVICES	HENNEPIN COUNTY HUMAN SERVICES	WRIGHT COUNTY HUMAN SERVICES
763.765.4000	612.596.1300	763.682.7414
CAER FOOD SHELF	Find more details on energy assistance and an Inability to Pay Application at <a href="http://www.ERMUMN.com">www.ERMUMN.com</a> . Make payment arrangements by contacting ERMU's office at 763.441.2020.	
763.441.1020		

If you wish to have a third party notified of potential disconnection, please contact our office to provide that information.

#### **RIGHTS AND RESPONSIBILITIES**

\*The utility may verify income on forms it provides or obtain verification of income from the local energy assistance provider. A customer is deemed to meet the income requirements of this clause if the customer receives any form of public assistance, including energy assistance that uses an income eligibility at or below 50 percent of the state median household income.

\*\* Payments must be made according to the arrangement. If the arrangement cannot be met, please contact ERMU's office to discuss a different arrangement. If you do not meet these responsibilities, utility service may be disconnected. If you wish to dispute the disconnection, you have a right to contact our office and appeal. All appeals will be handled locally.



<b>TO:</b> ERMU Commission	<b>FROM:</b> Thomas Geiser – Operations Director
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1e
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Staff has been attending meetings with Sherburne County to plan for the County Road 44 project.
- Working through a lot of commercial services at this time.
- Staff is working through maps for the new GIS mapping system that we plan to move forward with in the future.
- Working on 2024 Budgets.
- ERMU provided mutual aid to Mora Public Utilities, August 11-12, after high winds came through and took down most of their overhead lines in town.
- August 24 was the open house for the new ERMU Field Services Building. Things went very well. Thank you to all staff that made it happen.
- We received our last pickup truck for 2023. The three trucks that are getting replaced will be going to Hiller Auction in Zimmerman. We are still waiting for our new bucket truck from Altec.
- ERMU, Howard Industries, and Irby Utilities have reached an agreement that ERMU will receive money back for the four fuse pads that we still have issues with. The remaining eight we have in service at this time will have a warranty period attached to them.
- We had a primary bushing snap off a transformer that we installed for Plant & Things. We are waiting for Howard to deliver a new transformer to switch it out.
- Attended two Wage & Benefits Committee meetings this past month.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Chris Sumstad – Electric Superintendent
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1f
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Installed 15 new residential services, which involves the connection of a secondary line once the customer requests service.
- Crews continue to work on the underground primary replacement along Pascal Street south of County Road 32 in Elk River.
- Crews are working on both overhead and underground infrastructure along County Road 44 from Highway 10 to County Road 1. We are installing new and moving existing lines in preparations for the rebuild starting in 2024.
- Crews installed the three phase service for the 53 unit apartment building at Twin Lakes Road and 175<sup>th</sup> Avenue NW.
- Michels Corporation installed the joint trench utilities in Miske Meadows 8<sup>th</sup> and Villas at Fillmore developments. Our crews are working on terminating the wire in the Villas and will start Miske soon.
- Crews installed primary wire and two three phase transformers to serve the new Plants & Things retail and warehouse buildings.
- Crews installed electric infrastructure at both the Youth Athletic Complex fields and Woodland Trails Regional Park to serve new maintenance buildings being constructed at each location.
- Installed a transformer to serve a new billboard on Highway 10 east of Jarvis Street in Elk River.
- I attended the Minnesota Municipal Utilities Association Summer Conference held in Duluth on August 21-23.
- Congratulations to Alex Bernier on receiving his Journey Lineworker certificate on September 2.



<b>TO:</b> ERMU Commission	<b>FROM:</b> Mike Tietz –Technical Services Superintendent
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1g
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- In August, the locators processed 575 locate tickets. These consisted of 464 normal tickets, 2 emergency tickets, 63 updated tickets, 21 cancellations, 18 meets, 1 non-excavation, 5 boundary surveys, and 1 correction. This resulted in a 3.5% decrease in tickets from the previous month and is a 4.2% decrease from the prior August.
- Electrical technicians completed 257 service order tasks, updated the power bill, addressed customer meter issues and any off-peak concerns.
- Electrical Technician Jeff Murray and I attended the Upper Midwest Metering Association Summer Conference in Duluth, August 16-18. There were several good roundtable discussions covering topics such as Advanced Metering Infrastructure (AMI) and Distributed Energy Resources. Also, Great River Energy representatives gave a presentation about bridging the gap between metering and data analytics which will be very useful with data that we will be receiving from our future AMI meters.
- On August 31, staff ran generators #1, #2 & #3 without incident. Engine #4 is still waiting on plugs that have been on backorder for some time now which are needed to repair the aftercooler tubes.
- Staff recently completed a couple of projects at the Waco substation. They installed an electronic dehydrator on the load tap changer of the #1 transformer which removes moisture from the oil. Staff also assisted Minnesota Municipal Power Agency's technician with replacement of their substation meter that had lost communications.
- Five candidates were interviewed for the recently vacated locator position. After careful consideration, I am pleased to announce that on August 29 our newest locator Russ Metzger began working with ERMU. Please join me in welcoming Russ to the ERMU family.
- The replacement for pickup #32 arrived after being on order with Ford for over a year. The second Ford that was ordered at the same time still had not been scheduled for production, so I cancelled the order and purchased a pickup from a Chevrolet dealership. This truck is to replace pickup #2 and was placed in service on August 16.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Dave Ninow – Water Superintendent
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1h
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

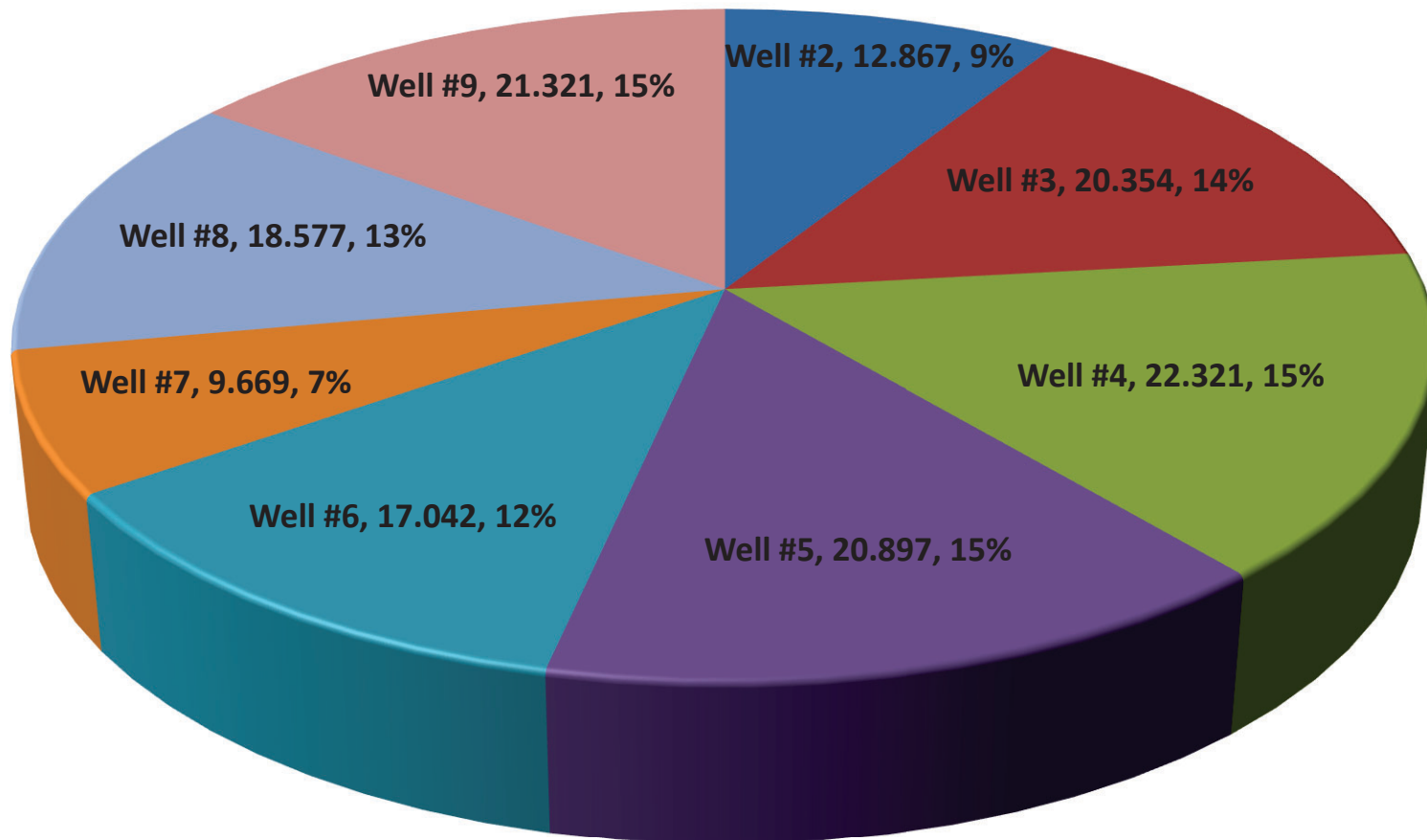
- Delivered five new water meters, sealed the meter, installed an encoder receiver transmitter, and took curb stop ties.
- Completed 15 BACTI/Total Chlorine Residual Samples
  - All confirmed negative for Coliform Bacteria.
  - Bacteriological/Disinfectant Residual Monthly Report submitted to the Minnesota Department of Health (MDH).
- Completed 23 routine fluoride samples
  - All samples met MDH standards.
  - Submitted MDH Fluoride Report
- Completed two total trihalomethanes and haloacetic acids samples for the MDH.
- On August 20 well #7 pump motor stopped running and triggered a motor failure alarm. Megger testing has confirmed that the motor has a short and will need to be pulled and repaired. This repair was unexpected and not included in the 2023 budget but needs to be done to ensure we have enough functioning wells to meet water system capacity needs.
- MnDOT's contractor has extended the casing pipe for the water main crossing Highway 169 south of 193<sup>rd</sup> Avenue to match the width of the new road.
- Progress continues with the School View neighborhood water main replacement. All the water main pipes in phase one of the project have been replaced, passed testing, and are in service. Water services to houses have been reconnected and temporary water services are being disconnected. Four property owners in this phase of the project have elected to have the contractor replace their curb stop valve and service pipe from the curb box to the new water main and to have the cost assessed.
- After further investigation, the final report from our annual leak detection survey confirmed 12 leaks out of the 25 suspected leaks in the distribution system. Eight of the leaks are from fire hydrants, four are from water service lines. The water operators have fixed most of the leaking fire hydrants and we are working with the owners of the leaking water services to get them repaired.

- The Water Department has taken delivery of a new Chevrolet 2500 pickup truck. This will be an added truck to the fleet so that there is a truck available for plowing well and water tower driveways in the winter and to free up an older truck for a seasonal employee to use in the summer.
- The lowest quote received for the installation of a tank mixer and to perform maintenance work needed at Freeport Street Water Tower came in at \$97,620, exceeding the \$90,000 budget. This is due to material & labor cost increases and added scope of work. Our consulting engineer has confirmed that the prices are not unusual and recommends awarding the project to the contractor that provided the lowest quote. The consultant's recommendation letter is attached. Water in the tower has been drained and the contractor has started work on the tower, which should be completed in about three weeks.
- The water operators have been locating and exercising water main valves, performing fire hydrant repairs, and doing preventative maintenance.

**ATTACHMENTS:**

- August 2023 Pumping by Well
- SEH Recommendation Letter - Freeport Water Tower Maintenance

## August 2023 Monthly Pumping By Well



Values Are Displayed in Millions of Gallons (Well #, Gallons Pumped, Percentage of Pumping)



Building a Better World  
for All of Us®

August 15, 2023

RE: Elk River Municipal Utilities  
Water Storage Tank Maintenance –  
Freeport 1.0 MG Hydropillar  
SEH No. ELKMU 171929

Dave Ninow, Water Superintendent  
Elk River Municipal Utilities  
13069 Orono Pkwy NW  
Elk River, MN

At 1:00 p.m., Friday, August 4, 2023, three bids were received for the above-referenced project. The base bids ranged from a high of \$158,450.00 to a low of \$97,620.00. The low bid received was submitted by Elevation Coatings of St. Cloud, MN in the amount of \$97,620.00.

<b>Contractor</b>	<b>Base Bid</b>
Elevation Coatings	\$97,620.00
Slack Painting	\$124,500.00
Classic Protective	\$158,450.00

This contractor has worked in Elk River on projects of various sizes. SEH engineers can conclude that Elevation Coatings has the experience and ability to complete a project of this size.

Accordingly, we recommend the project be awarded to Elevation Coatings in the reasonable amount of \$97,620.00.

Sincerely,

Brad Sipe  
NACE CIP 3 #67044  
Protective Coatings Manager/Project Manager

dmk

X:\AE\ELKMU\171929\6-bid-const\recommendation letter.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | [sehinc.com](http://sehinc.com)

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<b>TO:</b> ERMU Commission	<b>FROM:</b> Chris Kerzman – Engineering Manager
<b>MEETING DATE:</b> September 12, 2023	<b>AGENDA ITEM NUMBER:</b> 6.1i
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- We have been working with City IT staff on the RFP for expansion of the fiber loop to the northeast area of Elk River, and the project has been posted with a bid opening date of September 25. This is planned to be a joint project between City of Elk River, ISD 728, and ERMU.
- We have been coordinating with City IT staff on upgrades to the cameras and card readers at city hall that affect our staff. Both projects have gone very smoothly and are complete.
- DGR Engineering continues to work with WEG to finalize the required bonds for the Otsego substation transformer that was awarded in July. We have been advised this timeline is longer than past projects, but growing lead times are becoming typical. We are expecting delivery in spring of 2026, and hopeful to see review drawings this year.
- We have reviewed final punch list/warranty tracking items with RJM for the field services building and have been advised that they are targeting completion of a majority of items by the end of September. We expect that issues related to concrete and steel contractors may take additional time to resolve.

<p>Tuesday, January 10:</p> <ul style="list-style-type: none"> <li>• Annual Review of Committee Charters</li> </ul>	<p>Tuesday, February 14:</p> <ul style="list-style-type: none"> <li>• Review Strategic Plan and 2022 Annual Business Plan Results</li> </ul>
<p>Tuesday, March 14:</p> <ul style="list-style-type: none"> <li>• Oath of Office</li> <li>• Election of Officers</li> <li>• Annual Commissioner Orientation and Review Governance Responsibilities and Role</li> </ul>	<p>Tuesday, April 11:</p> <ul style="list-style-type: none"> <li>• Audit of 2022 Financial Report</li> <li>• Financial Reserves Allocations</li> <li>• Review 2022 Performance Metrics</li> </ul>
<p>Tuesday, May 9:</p> <ul style="list-style-type: none"> <li>• Annual General Manager Performance Evaluation and Goal Setting</li> </ul>	<p>Tuesday, June 13:</p> <ul style="list-style-type: none"> <li>• </li> </ul>
<p>Tuesday, July 11:</p> <ul style="list-style-type: none"> <li>• Annual Commission Performance Evaluation</li> <li>• Review and Update Strategic Plan</li> </ul>	<p>Tuesday, August 8:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2024 Travel, Training, Dues, Subscriptions, and Fees Budget</li> </ul>
<p>Tuesday, September 12:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2024 Capital Projects Budget</li> </ul>	<p>Tuesday, October 10:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2024 Expenses Budget</li> </ul>
<p>Tuesday, November 14:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan - Review Proposed 2024 Rates and Other Revenue</li> <li>• Adopt 2024 Fee Schedule</li> <li>• 2024 Stakeholder Communication Plan</li> </ul>	<p>Tuesday, December 12:</p> <ul style="list-style-type: none"> <li>• Adopt 2024 Official Depository and Delegate Authority for Electronic Funds Transfers</li> <li>• Designate Official 2024 Newspaper</li> <li>• Approve 2024 Regular Meeting Schedule</li> <li>• Adopt 2024 Governance Agenda</li> <li>• Adopt 2024 Annual Business Plan</li> </ul>