

AGENDA
PUBLIC UTILITIES COMMISSION
October 3, 2018
3:00 P.M.

A. Call to Order

B. Roll Call

C. Approve Consent Agenda

1. Approve Agenda
2. Approve Meeting Minutes
3. Payments Report

D. Department Update—Electric

E. Budget Update

F. Adjourn

Public Utilities Commission
Minutes
September 5, 2018

Meeting was called to order by Karl Hansen at 3:00 p.m.

Members present: Tim Kennedy, Karl Hansen, and George Wilkes

Absent:

Staff Present: Mike Roth and Tom Nelson

Others Present:

Motion by Wilkes, seconded by Kennedy to approve the Consent Agenda. Approved unanimously.

Tom Nelson gave some background on the Water Wastewater Department, reported on their activities in August, and previewed their plans for September. The Commission asked about ongoing odor management and the decanting program.

Nelson next presented a proposal to purchase a new piece of equipment, a hydro excavator. The equipment will be used by multiple departments for safe, less intrusive excavation, particularly around other buried facilities. The equipment also will be used for sanitary and storm sewer cleaning. The equipment is estimated to cost around \$100,000, should last 15 years, and will be funded from multiple user departments.

Motion by Kennedy, seconded by Wilkes to purchase a hydro excavator. Approved unanimously.

There being no further business, the meeting adjourned at 3:37 p.m.



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Payments

City of Grand Marais

Current Period: September 2018

Batch Name	9-13-18 AP Payments	User Dollar Amt	\$177,582.11	Computer Dollar Amt	\$177,582.11		
						\$0.00	In Balance
Refer	76062 STEVE S SPORTS AND AUTO	-					
Cash Payment	E 604-49570-220 Repair/Maint Supply (GE						\$17.32
Invoice	1404 8/8/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$17.32
Refer	76063 ARROWHEAD COOPERATIVE	-					
Cash Payment	E 602-49490-321 Telephone						\$130.77
Invoice	2121 9/1/2018						
Cash Payment	E 604-49590-321 Telephone						\$196.76
Invoice	2244 9/1/2018						
Cash Payment	E 604-49570-317 Contracted Services						\$156.45
Invoice	2747 9/1/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$483.98
Refer	76067 HADEN HINCHMAN	-					
Cash Payment	E 604-49590-330 Transportation/School						\$130.90
Invoice	EXPENSE REPO 9/5/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$130.90
Refer	76072 G&G SEPTIC	-					
Cash Payment	E 602-49480-317 Contracted Services						\$8,844.50
Invoice	16430 8/30/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$8,844.50
Refer	76075 NORTH SHORE WASTE	-					
Cash Payment	E 602-49480-384 Refuse/Garbage Disposa						\$92.43
Invoice	63911 8/31/2018						
Cash Payment	E 604-49570-384 Refuse/Garbage Disposa						\$556.80
Invoice	63962 8/27/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$649.23
Refer	76084 GRAND MARAIS AUTO PARTS, INC	-					
Cash Payment	E 604-49570-220 Repair/Maint Supply (GE						\$61.43
Invoice	2088 8/23/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$61.43
Refer	76089 GOPHER STATE ONE CALL	-					
Cash Payment	E 604-49570-317 Contracted Services						\$32.40
Invoice	8080968 8/31/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$32.40
Refer	76096 ALLIED GENERATORS	-					
Cash Payment	E 604-49551-317 Contracted Services						\$8,362.44
Invoice	18088 8/29/2018						
Transaction Date	9/6/2018	MAIN CHECKING G	10100			Total	\$8,362.44
Refer	76097 LHB ENGINEERS & ARCHITECTS	-					
Cash Payment	E 602-49431-303 Engineering Fees						\$2,500.75
Invoice	160861.00-11 8/15/2018						



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Payments

City of Grand Marais

Current Period: September 2018

Cash Payment	E 601-49431-303 Engineering Fees				\$1,071.75
Invoice	160861.00-11	8/15/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$3,572.50
Refer	76103	T & R ELECTRIC	-		
Cash Payment	E 604-49570-222 Transformers				\$1,683.28
Invoice	150004	8/27/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$1,683.28
Refer	76105	TWIN PORTS PAPER & SUPPLY IN	-		
Cash Payment	E 602-49480-210 Operating Supplies (GEN				\$193.82
Invoice	376043	8/22/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$193.82
Refer	76109	MY BROTHERS PLACE AUTO REP	-		
Cash Payment	E 602-49451-404 Repairs/Maint Machinery				\$20.00
Invoice	4091	9/4/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$20.00
Refer	76110	TEAM LABORATORY CHEMICAL C	-		
Cash Payment	E 602-49451-210 Operating Supplies (GEN				\$932.50
Invoice	INV0012863	8/29/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$932.50
Refer	76111	FERGUSON WATERWORKS	-		
Cash Payment	E 601-49430-210 Operating Supplies (GEN				\$339.39
Invoice	0300081	8/28/2018			
Cash Payment	E 601-49430-210 Operating Supplies (GEN				\$286.54
Invoice	0295334	8/16/2018			
Cash Payment	E 601-49430-210 Operating Supplies (GEN				\$98.29
Invoice	0294382-1	8/16/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$724.22
Refer	76112	UTILITY CONSULTANTS, INC	-		
Cash Payment	E 602-49480-300 Professional Svcs (GENE				\$504.72
Invoice	99208	8/30/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$504.72
Refer	76113	NORTHERN DEWATERING	-		
Cash Payment	E 602-49451-530 Capital Outlay Improvem				\$15,234.00
Invoice	36086	8/30/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$15,234.00
Refer	76121	JAY CARLSON EXCAVATING	-		
Cash Payment	E 604-49570-317 Contracted Services				\$1,600.00
Invoice	281	8/27/2018			
Transaction Date	9/7/2018		MAIN CHECKING G	10100	Total \$1,600.00
Refer	76127	WEX BANK	-	<u>Ck# 004348E 9/5/2018</u>	
Cash Payment	E 602-49490-212 Motor Fuels				\$181.89
Invoice	55549815	8/23/2018			
Cash Payment	E 604-49570-212 Motor Fuels				\$298.86
Invoice	55552084	8/23/2018			
Cash Payment	E 602-49490-212 Motor Fuels				\$8.90
Invoice	55547067	8/23/2018			



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Payments

City of Grand Marais

Current Period: September 2018

Cash Payment	E 601-49440-212 Motor Fuels				\$8.90
Invoice	55547067	8/23/2018			
Cash Payment	E 604-49570-212 Motor Fuels				\$31.17
Invoice	55547067	8/23/2018			
Transaction Date	9/7/2018	MAIN CHECKING G	10100	Total	\$529.72

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$40,758.27
211 LIBRARY		\$861.15
215 LIBRARY RESTRICTED FUND		\$3,118.12
601 WATER		\$1,804.87
602 SEWER		\$28,644.28
604 ELECTRIC		\$13,127.81
609 MUNICIPAL LIQUOR FUND		\$89,267.61
		<u>\$177,582.11</u>

Pre-Written Checks	\$1,013.70
Checks to be Generated by the Computer	\$42,563.26
Total	\$43,576.96



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Payments

City of Grand Marais

Current Period: September 2018

Batch Name	9-14-18 APP	User Dollar Amt	\$161,883.20	
	Payments	Computer Dollar Amt	\$161,883.20	
				\$0.00 In Balance
Refer	76142 MN DEPT OF REVENUE-EFTPS	Ck#	004354E	9/11/2018
Cash Payment	G 601-20800 Taxes Due (State MN)			\$1,583.00
	Invoice Aug Sales Tax		8/31/2018	
Cash Payment	G 604-20800 Taxes Due (State MN)			\$13,034.00
	Invoice Aug Sales Tax		8/31/2018	
Transaction Date	9/11/2018	MAIN CHECKING G	10100	Total \$14,617.00

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$95,190.85
211 LIBRARY		\$61.00
601 WATER		\$1,583.00
604 ELECTRIC		\$13,034.00
609 MUNICIPAL LIQUOR FUND		\$52,014.35
		<u>\$161,883.20</u>

Pre-Written Checks	\$14,617.00
Checks to be Generated by the Computer	\$0.00
Total	<u>\$14,617.00</u>



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Payments

City of Grand Marais

Current Period: September 2018

Batch Name	9-27-18 AP	User Dollar Amt	\$312,889.57
Payments		Computer Dollar Amt	\$312,889.57
			\$0.00 In Balance

Refer	76134	<i>PUBLIC UTILITIES COMMISSION1</i>	Ck# 004349E 9/11/2018	
Cash Payment	E 602-49451-380	Utility Services (GENER		\$938.11
Invoice	September Bills	9/1/2018		
Cash Payment	E 602-49480-380	Utility Services (GENER		\$5,459.72
Invoice	September Bills	9/1/2018		
Cash Payment	E 601-49420-380	Utility Services (GENER		\$1,908.11
Invoice	September Bills	9/1/2018		
Cash Payment	E 604-49551-380	Utility Services (GENER		\$36.05
Invoice	September Bills	9/1/2018		
Transaction Date	9/11/2018	MAIN CHECKING G	10100	Total \$8,341.99
Refer	76173	<i>COOK COUNTY HOME CENTER</i>	-	
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$71.70
Invoice	255886	8/2/2018		
Cash Payment	E 602-49480-401	Repairs/Maint Buildings		\$89.75
Invoice	1160	8/31/2018		
Transaction Date	9/20/2018	MAIN CHECKING G	10100	Total \$161.45
Refer	76179	<i>NORTHERN TOOL & EQUIPMENT</i>	-	
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$733.33
Invoice	0843018797	9/13/2018		
Transaction Date	9/20/2018	MAIN CHECKING G	10100	Total \$733.33
Refer	76181	<i>SUMMIT COMPANIES</i>	-	
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$30.00
Invoice	1297684	8/31/2018		
Transaction Date	9/20/2018	MAIN CHECKING G	10100	Total \$30.00
Refer	76200	<i>STUART C IRBY CO</i>	-	
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$131.13
Invoice	S010947511.003	9/18/2018		
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$830.72
Invoice	S010947511.001	9/17/2018		
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$124.87
Invoice	S010895685.005	9/12/2018		
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$112.71
Invoice	S010947511.002	9/17/2018		
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE		\$58.81
Invoice	S010924856.001	9/7/2018		
Transaction Date	9/20/2018	MAIN CHECKING G	10100	Total \$1,258.24
Refer	76206	<i>BOND TRUST SERVICES CORPOR</i>	-	
Cash Payment	E 604-47030-611	Bond Interest		\$10,887.50
Invoice	43555	9/12/2018		
Cash Payment	E 604-47032-611	Bond Interest		\$12,150.00
Invoice	43556	9/12/2018		
Cash Payment	E 604-47032-620	Fiscal Agent s Fees		\$475.00
Invoice	43663	9/12/2018		



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Payments

City of Grand Marais

Current Period: September 2018

Transaction Date	9/20/2018	MAIN CHECKING G 10100	Total	\$23,512.50
Refer	76207 CENTURYLINK	-		
Cash Payment	E 601-49440-321 Telephone			\$69.36
Invoice	218 D24-1002 9/1/2018			
Cash Payment	E 601-49440-321 Telephone			\$56.62
Invoice	218 387-1788 9/1/2018			
Cash Payment	E 601-49440-321 Telephone			\$69.36
Invoice	218 D24-1001 9/1/2018			
Transaction Date	9/20/2018	MAIN CHECKING G 10100	Total	\$195.34
Refer	76212 SMMPA	Ck# 004363E 9/21/2018		
Cash Payment	E 604-49560-388 Purchase Power			\$136,716.65
Invoice	AUGUST BILL 9/1/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$136,716.65
Refer	76214 MINNESOTA DEPARTMENT OF CO	-		
Cash Payment	E 604-49590-390 Conservation Improve			\$484.43
Invoice	1000040489 9/4/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$484.43
Refer	76217 BUCK S HARDWARE HANK	-		
Cash Payment	E 604-49570-220 Repair/Maint Supply (GE			\$8.23
Invoice	2088 8/31/2018			
Cash Payment	E 602-49451-210 Operating Supplies (GEN			\$54.38
Invoice	1160 8/31/2018			
Cash Payment	E 602-49480-300 Professional Srvs (GENE			\$53.17
Invoice	1160 8/31/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$115.78
Refer	76219 LAWSON PRODUCTS	-		
Cash Payment	E 604-49570-220 Repair/Maint Supply (GE			\$42.89
Invoice	9306076220 8/27/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$42.89
Refer	76220 COOK COUNTY HOME CENTER	-		
Cash Payment	E 604-49570-220 Repair/Maint Supply (GE			\$534.50
Invoice	2008 8/31/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$534.50
Refer	76223 HAWKINS, INC.	-		
Cash Payment	E 602-49480-218 Operating Supplies- Che			\$3,997.61
Invoice	4353897 8/29/2018			
Cash Payment	E 601-49420-218 Operating Supplies- Che			\$465.52
Invoice	4356749 9/5/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$4,463.13
Refer	76224 WESTERN LAKE SUPERIOR SANIT	-		
Cash Payment	E 602-49480-317 Contracted Services			\$9,874.85
Invoice	7810 9/5/2018			
Transaction Date	9/21/2018	MAIN CHECKING G 10100	Total	\$9,874.85



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Payments

City of Grand Marais

Current Period: September 2018

Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$50,689.74
211 LIBRARY		\$870.27
215 LIBRARY RESTRICTED FUND		\$1,921.54
601 WATER		\$2,568.97
602 SEWER		\$20,467.59
604 ELECTRIC		\$163,428.52
609 MUNICIPAL LIQUOR FUND		\$72,942.94
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		\$312,889.57

Pre-Written Checks	\$145,058.64
Checks to be Generated by the Computer	\$41,406.44
Total	<hr/>
	\$186,465.08



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Payments

City of Grand Marais

Current Period: September 2018

Batch Name	9-28-18 APP	User Dollar Amt	\$78,236.92
	Payments	Computer Dollar Amt	\$78,236.92
			\$0.00 In Balance

Refer 76235 SUMMIT COMPANIES

Cash Payment E 601-49440-317 Contracted Services \$25.00

Invoice 1297707 8/31/2018

Cash Payment E 602-49490-317 Contracted Services \$146.50

Invoice 1297706 8/31/2018

Transaction Date	9/27/2018	MAIN CHECKING G	10100	Total	\$171.50
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Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$36,016.84
601 WATER		\$25.00
602 SEWER		\$146.50
609 MUNICIPAL LIQUOR FUND		\$42,048.58
		\$78,236.92

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$171.50
Total	\$171.50

Linemen September Report

September Activities

- Installed more primary and secondary wire to one roof housing.
- Worked with Sewer department to facilitate a live tap on 8th Ave.
- Finished Power plant computer upgrade.
- Ran power plant because of lower voltage twice this month.
- Responded to 3 different power outages: Rec Park, 2nd St E, and Don Eliassen.
- Worked on cleaning out old shop.
- Upgraded transformer at Great Expectations School.

Possible October Projects

- Finish the last of One Roof housing hook ups.
- Install power for the house Mitch Everson is building.
- Install power for the house Anton Moody is building.
- Start installation process for AMI pilot project.

City of Grand Marais

MEMO

TO: Chair Hansen
Public Utilities Commissioners
FROM: Michael J. Roth, City Administrator
DATE: September 27, 2018
SUBJECT: 2019 Budget Update

Staff are currently preparing draft budgets for 2019. Two significant variables are still being determined: SMMPA wholesale rates in 2019, health insurance costs in 2019. Both variables will be settled during the month of October. Draft budget and rates discussion will be programmed for the November board meeting.