

**AGENDA**  
**PUBLIC UTILITIES COMMISSION**  
February 5, 2020  
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. AMI Water

E. Utility Rate Study

F. Commissioner Reports

G. Adjourn

*Public Utilities Commission  
Minutes  
January 8, 2020*

Meeting was called to order by Chair George Wilkes at 3:03 p.m.

Members present: Ann Possis, Tim Kennedy, and George Wilkes

Absent:

Staff Present: Haden Hinchman and Kim Dunsmoor

Others Present: Mary Somnis

**Motion by Wilkes, seconded by Possis to approve the Agenda with the addition of Wilkes' memo about a PUC Solar Project, discussion about SMMPA EV charging stations, and discussion of the Carolyn Grant foundation letter; December 4, 2019 Minutes; and Payment of Bills. Approved unanimously.**

Commissioner Wilkes presented a background on the solar project he's been working on. The Commission discussed the possibility of acquiring an EDA business park lot for a solar project and future projects.

**Motion by Kennedy, seconded by Possis to pursue the acquisition of Lot 7 Block 4 of the EDA addition. Approved unanimously.**

**Motion by Kennedy, seconded by Possis to continue planning for a 21.8 KW solar system. Approved unanimously.**

Commissioner Wilkes presented an opportunity to get multiple EV charging stations from SMMPA. The Commission discusses possible partners and locations for the charging stations.

Commissioner Wilkes asked the Commission to send a letter of support for the Carolyn Foundation grant for CCLEP.

**Motion by Possis, seconded by Kennedy to send a letter of support for the Carolyn Foundation grant, with a wording change on the letter. Approved unanimously.**

Commissioner Reports:

Ann – Residential efficiency opportunities workshop scheduled for March 24<sup>th</sup> and 25<sup>th</sup>.

George – Representatives from SMMPA are going to speak to the PUC in March.

There being no further business, the meeting adjourned at 3:45 p.m.



# CITY OF GRAND MARAIS

01/17/20 8:15 AM

Page 1

## Payments

City of Grand Marais

Current Period: January 2020

Batch Name	01/17/20 APP	User Dollar Amt	\$410,664.18
	Payments	Computer Dollar Amt	\$410,664.18
			\$0.00 <b>In Balance</b>

Refer	78857 MN DEPT OF PUBLIC SAFETY-EPC		
Cash Payment	E 601-49440-230 State Fees	2020	\$100.00
Invoice	1600500062019	1/8/2020	
Cash Payment	E 602-49490-230 State Fees	2020	\$25.00
Invoice	1600500072019	1/8/2020	
Transaction Date	1/16/2020	MAIN CHECKING G 10100	<b>Total</b> \$125.00

Refer	78859 MN DEPT OF REVENUE-EFTPS		
		Ck# 004820E 1/8/2020	
Cash Payment	G 601-20800 Taxes Due (State MN)	2020	\$660.00
Invoice	0-625-713-696	1/8/2020	
Cash Payment	G 604-20800 Taxes Due (State MN)	2020	\$12,112.00
Invoice	0-625-713-696	1/8/2020	
Transaction Date	1/16/2020	MAIN CHECKING G 10100	<b>Total</b> \$12,772.00

### Fund Summary

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$39,226.22
211 LIBRARY		\$27.00
301 DEBT SERVICE FUND		\$287,870.00
601 WATER		\$760.00
602 SEWER		\$25.00
604 ELECTRIC		\$12,112.00
609 MUNICIPAL LIQUOR FUND		\$70,643.96
		\$410,664.18

Pre-Written Checks	\$12,772.00
Checks to be Generated by the Computer	\$125.00
Total	\$12,897.00



# CITY OF GRAND MARAIS

01/23/20 12:49 PM

Page 1

## Payments

City of Grand Marais

Current Period: January 2020

Batch Name	01/30/20 AP	User Dollar Amt	\$420,945.90
Payments		Computer Dollar Amt	\$420,945.90

\$0.00 In Balance

Refer	78854	WEX BANK	Ck# 004819E 1/29/2020	
Cash Payment	E 604-49570-212	Motor Fuels		\$94.24
Invoice	63406618	1/15/2020		
Cash Payment	E 601-49440-212	Motor Fuels		\$26.93
Invoice	63406618	1/15/2020		
Cash Payment	E 602-49490-212	Motor Fuels		\$26.93
Invoice	63406618	1/15/2020		
Cash Payment	E 601-49440-212	Motor Fuels		\$68.58
Invoice	63401310	1/15/2020		
Cash Payment	E 602-49490-212	Motor Fuels		\$68.58
Invoice	63401310	1/15/2020		
Cash Payment	E 604-49570-212	Motor Fuels		\$128.84
Invoice	63385792	1/15/2020		
Transaction Date	1/16/2020	MAIN CHECKING G	10100	<b>Total</b> \$414.10

Refer	78875	BUCK S HARDWARE HANK	-	
Cash Payment	E 604-49570-220	Repair/Maint Supply (GE	2019	\$130.45
Invoice	2088	12/31/2019		
Cash Payment	E 602-49480-300	Professional Svcs (GENE	2019	\$35.43
Invoice	1160	12/31/2019		
Cash Payment	E 602-49480-401	Repairs/Maint Buildings	2019	\$96.35
Invoice	1160	12/31/2019		
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b> \$262.23

Refer	78879	GRAND MARAIS DMV	-	
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	8734	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	7866	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	1134	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	5903	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	3469	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$19.25
Invoice	8694	1/1/2020		
Cash Payment	E 604-49570-439	Licenses	2020	\$24.25
Invoice	3894	1/1/2020		
Cash Payment	E 602-49451-430	Miscellaneous (GENERA	2020	\$19.25
Invoice	6559	1/1/2020		
Cash Payment	E 602-49451-430	Miscellaneous (GENERA	2020	\$19.25
Invoice	2511	1/1/2020		
Cash Payment	E 602-49451-430	Miscellaneous (GENERA	2020	\$41.25
Invoice	2002	1/1/2020		
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b> \$219.50

Refer	78883	MMUA	-	
-------	-------	------	---	--



# CITY OF GRAND MARAIS

01/23/20 12:49 PM

Page 2

## Payments

City of Grand Marais

Current Period: January 2020

<b>Cash Payment</b>	E 604-49570-308 Safety Assistance Progra	2020			\$450.00
Invoice 54988	1/14/2020				
<b>Cash Payment</b>	E 604-49590-436 Membership Dues	2020			\$4,397.00
Invoice 54772	1/6/2020				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$4,847.00
Refer	78885 ROTH, MIKE	-			
<b>Cash Payment</b>	E 604-49590-330 Transportation/School	2019			\$238.96
Invoice SMMPA and MN	12/1/2019				
<b>Cash Payment</b>	E 604-49590-330 Transportation/School	2020			\$413.29
Invoice SMMPA RATES	1/17/2020				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$652.25
Refer	78888 ARROWHEAD COOPERATIVE		Ck# 004822E 1/20/2020		
<b>Cash Payment</b>	E 602-49490-321 Telephone	2019			\$126.89
Invoice 2121	1/1/2020				
<b>Cash Payment</b>	E 604-49590-321 Telephone	2019			\$189.46
Invoice 2244	1/1/2020				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$316.35
Refer	78892 PSN		Ck# 004823E 1/2/2020		
<b>Cash Payment</b>	E 604-49590-432 Credit Card Charges	2019			\$374.17
Invoice 209012	1/2/2020				
<b>Cash Payment</b>	E 601-49440-432 Credit Card Charges	2019			\$105.24
Invoice 209012	1/2/2020				
<b>Cash Payment</b>	E 602-49490-432 Credit Card Charges	2019			\$105.24
Invoice 209012	1/2/2020				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$584.65
Refer	78893 MN PUBLIC FACILITIES AUTHORITY	-			
<b>Cash Payment</b>	E 601-47019-601 Debt Srv Bond Principal	2020			\$47,000.00
Invoice BOND REPAYM	1/6/2020				
<b>Cash Payment</b>	E 601-47019-611 Bond Interest	2020			\$3,124.55
Invoice BOND REPAYM	1/6/2020				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$50,124.55
Refer	78894 STEVE S SPORTS AND AUTO	-			
<b>Cash Payment</b>	E 604-49570-220 Repair/Maint Supply (GE	2019			\$11.43
Invoice 283541	12/18/2019				
<b>Cash Payment</b>	E 604-49570-210 Operating Supplies (GEN	2019			\$17.32
Invoice 3383	12/6/2019				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$28.75
Refer	78895 COOK COUNTY HOME CENTER	-			
<b>Cash Payment</b>	E 604-49570-210 Operating Supplies (GEN	2019			\$231.13
Invoice 2088	12/31/2019				
<b>Cash Payment</b>	E 602-49480-210 Operating Supplies (GEN	2019			\$23.97
Invoice 1160	12/31/2019				
Transaction Date	1/17/2020	MAIN CHECKING G	10100	<b>Total</b>	\$255.10
Refer	78896 UTILITY CONSULTANTS, INC	-			
<b>Cash Payment</b>	E 602-49480-300 Professional Srvs (GENE	2019			\$446.55
Invoice 103846	12/27/2019				



**CITY OF GRAND MARAIS**

01/23/20 12:49 PM

Page 3

**Payments**

City of Grand Marais

Current Period: January 2020

Transaction Date	1/17/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$446.55</b>
Refer	78901 <i>SMMPA</i>	Ck# 004824E 1/27/2020		
Cash Payment	E 604-49560-388 Purchase Power	2019		\$167,609.85
Invoice	DEC-19 1/1/2020			
Transaction Date	1/17/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$167,609.85</b>
Refer	78903 <i>GOPHER STATE ONE CALL</i>	-		
Cash Payment	E 604-49570-317 Contracted Services	2020		\$50.00
Invoice	0000987 1/31/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$50.00</b>
Refer	78904 <i>TOSHIBA BUSINESS SOLUTIONS</i>	-		
Cash Payment	E 604-49590-200 Office Supplies (GENER	2019		\$46.71
Invoice	5172974 1/13/2020			
Cash Payment	E 601-49440-200 Office Supplies (GENER	2019		\$13.14
Invoice	5172974 1/13/2020			
Cash Payment	E 602-49490-200 Office Supplies (GENER	2019		\$13.14
Invoice	5172974 1/13/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$72.99</b>
Refer	78905 <i>COMO OIL &amp; PROPANE</i>	-		
Cash Payment	E 602-49480-217 Heating Fuel	2020		\$515.99
Invoice	1500769047 1/8/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$515.99</b>
Refer	78908 <i>US BANK</i>	-		
Cash Payment	E 601-47027-611 Bond Interest	2020		\$718.00
Invoice	LOAN PAY 146 1/22/2020			
Cash Payment	E 601-47027-620 Fiscal Agent s Fees	2020		\$180.42
Invoice	LOAN PAY 146 1/22/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$898.42</b>
Refer	78913 <i>MN DEPT OF NAT. RESOURCES-O</i>	-		
Cash Payment	E 601-49440-230 State Fees	2020		\$620.71
Invoice	1985-2118 1/8/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$620.71</b>
Refer	78920 <i>WESTERN LAKE SUPERIOR SANIT</i>	-		
Cash Payment	E 602-49480-317 Contracted Services	2019		\$7,619.00
Invoice	7810 1/3/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$7,619.00</b>
Refer	78921 <i>SERVOCAL INSTRUMENTS, INC</i>	-		
Cash Payment	E 602-49480-210 Operating Supplies (GEN	2019		\$165.42
Invoice	8506 12/13/2019			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$165.42</b>
Refer	78922 <i>MINNESOTA RURAL WATER ASSN</i>	-		
Cash Payment	E 601-49440-330 Transportation/School	2020		\$250.00
Invoice	GREG LYKINS 1/8/2020			
Transaction Date	1/23/2020	MAIN CHECKING G 10100	<b>Total</b>	<b>\$250.00</b>
Refer	78925 <i>FLOW CONTROL AUTOMATION</i>	-		



**CITY OF GRAND MARAIS**

**Payments**

City of Grand Marais

Current Period: January 2020

<b>Cash Payment</b>	E 601-49420-221 Equipment Parts/Building	2019			<b>\$2,798.09</b>
Invoice	IN1041	12/18/2019			
Transaction Date	1/23/2020		MAIN CHECKING G	10100	<b>Total \$2,798.09</b>
Refer	78928 CENTURYLINK				
<b>Cash Payment</b>	E 602-49490-321 Telephone	2019			<b>\$56.96</b>
Invoice	218 387-1788	1/1/2020			
<b>Cash Payment</b>	E 602-49490-321 Telephone	2019			<b>\$69.36</b>
Invoice	218 D24-1002	1/1/2020			
<b>Cash Payment</b>	E 602-49490-321 Telephone	2019			<b>\$69.36</b>
Invoice	218 D24-1001	1/1/2020			
Transaction Date	1/23/2020		MAIN CHECKING G	10100	<b>Total \$195.68</b>
Refer	78930 HAWKINS, INC.				
<b>Cash Payment</b>	E 601-49420-218 Operating Supplies- Che	2020			<b>\$1,252.93</b>
Invoice	4644074	1/8/2020			
Transaction Date	1/23/2020		MAIN CHECKING G	10100	<b>Total \$1,252.93</b>

**Fund Summary**

	10100 MAIN CHECKING GMSB	
101 GENERAL FUND		\$166,768.37
211 LIBRARY		\$2,170.18
601 WATER		\$56,158.59
602 SEWER		\$9,518.92
604 ELECTRIC		\$174,522.60
609 MUNICIPAL LIQUOR FUND		\$11,807.24
		<u>\$420,945.90</u>

Pre-Written Checks	\$168,924.95
Checks to be Generated by the Computer	\$71,275.16
<b>Total</b>	<b>\$240,200.11</b>

# City of Grand Marais

## MEMO

TO: Public Utilities Commissioners  
FROM: Michael J. Roth, City Administrator  
DATE: January 31, 2020  
SUBJECT: AMI Water

---

Staff has been planning the roll-out of AMI for water meters, including evaluating our current equipment, working with vendors to select the necessary equipment, and discussing installation plans. Although we have less water meters, installation is for more complex as we need to physically enter most buildings to access the meters. The time involved will mean it is less likely that our staff can accomplish the implementation without assistance.

As a first step to begin the implementation, we are suggesting ordering 100 AMI units for water meters (see attached quote). Staff has also started the process to get our larger meters updated and ready for AMI. Through installing these first AMI nodes for water, we will learn more about how best to use the additional resources the PUC authorized to speed up the water implementation.



City of Grand Marais

# City of Grand Marais

15 N Broadway  
Grand Marais, MN 55604  
Phone: (218) 387-1848

# PURCHASE ORDER

DATE 1/28/2020

PO # 2020001

## VENDOR

Eaton  
Quoted by Tom Thorson  
[thomasrthorson@eaton.com](mailto:thomasrthorson@eaton.com)

## SHIP TO

City of Grand Marais  
Public Utilities Garage  
1800 W Hwy 61  
Grand Marais, MN 55604  
(218) 387-3125

DESCRIPTION	QTY	UNIT PRICE	TOTAL
RF GEN2 WATER NODE W/NICORE 8" CABLE	100	98.00	9,800.00

SUBTOTAL	9,800.00
TAX	
SHIPPING	196.00
OTHER	-
<b>TOTAL</b>	<b>\$ 9,996.00</b>

**Comments or Special Instructions**

No Tax for Water/Wastewater

2% of Total Hardware

# City of Grand Marais

## MEMO

TO: Public Utilities Commissioners  
FROM: Michael J. Roth, City Administrator  
DATE: January 31, 2020  
SUBJECT: Utility Rate Study

---

In January I attended a seminar hosted by SMMPA on Electric Ratemaking. At the meeting, I will present some of the basic information we reviewed about utility rates.

We have been contemplating a number of rate and rebate ideas as a result of our AMI implementation and our Climate Action plan. After this seminar, it is clear we have a lot of preparation work to do in order to consider new rate ideas in an informed manner. In February, staff will be researching options to do this prep work, likely in the form of a rate study. We will present our finding and recommendations at your meeting in March.

1/29/20

Memo to Grand Marais PUC

1) I would like to renew our March 2019 resolution of support for the Energy Innovation and Carbon Dividend Act and have a signed copy of that resolution forwarded to our elected State and Federal representatives. Additionally I would like to discuss how best to make a request to the City Council to pass a similar resolution. There are now 77 co-sponsors of the bill in the U.S. House. Advocating for climate friendly state and federal policies is consistent with section 8.2 in the City's Climate Action Plan.

2) At our last meeting we passed a resolution to move forward with an effort to acquire a Cedar Grove lot for use as a site for PUC solar and energy storage development.. I would like to re-affirm our commitment to this project and discuss the development process. Our request is on the EDA agenda for February 11th, letter from me attached.

I would also like to discuss the process for development of the 21 kW solar project in 2020. Specifically, whether a local contractor could do the installation.

In concert with PUC's efforts to develop solar PV projects within Cedar Grove, I suggest we propose to the EDA a one year, 25% rebate for privately owned solar PV projects within the Cedar Grove Business Park.

3) Request staff feedback on the possibility of developing an EV charger rebate program.

4) Request staff report on City EV fleet evaluation study and the possibility of including the Cook County vehicle fleet in the study. I suggest including the County fleet should be a high priority.

5) The Cook County Local Energy Project has received a grant from the Carolyn Foundation to further development of solar energy and energy storage resources in Cook County. Attached is a one page description of the project. The grant award is for \$25,000/yr. for three years with each additional year contingent on a successful yearly evaluation. I suggest discussion with staff as to how the PUC might best collaborate with this initiative.

George Wilkes

**ESR Activity**  
**Nancy Kelly – Jan 24, 2020**

**Grand Marais**

In Grand Marais Jan 22<sup>nd</sup> – 24<sup>th</sup>

New rebates and significant activities include:

- Working on a residential energy efficiency workshop with Commissioner Annie Possis. There will be two workshops. One at 5 pm on Tuesday March 24<sup>th</sup> and one at noon on March 25<sup>th</sup>. The classes will be held at Cook County Higher Education. The focus of the workshop will be to highlight opportunities to reduce energy usage and utilize utility rebates.
- Met with Bryan Hansel to learn about lighting requirements for dark sky criteria.
- Best Western - Approved rebate of \$2,200 for lighting retrofits in 2019. Savings of 5.01 kW and 68,127 kWh.
- Subway – Approved rebate of \$153.90 for retrofit of Pylon sign. Savings of 0.78 kW and 3,420 kWh.
- Gene's Foods – Approved rebate of \$2,200 for lighting retrofits with savings of 8.95 kW and 65,692 kWh.
- Gartner Refrigeration – stopped by office in Duluth on the way to Grand Marais. They provide HVAC services and refrigeration services to the food co-op, hospital, county buildings, and Johnsons Foods, and Gene's Foods. They are interested in rebates for maintenance contracts, EC motors and lighting in refrigerated units.
- Met with Shane Steele to discuss how to assist his efforts in new position as City Sustainability Coordinator. Discussed how to use SMMPA resources to enhance educational efforts on energy efficiency. Also discussed ideas on potential grants that could be attained for local businesses to fund energy efficiency efforts.
- Questline – added 1 new contact for Questline emails.