

AGENDA
PUBLIC UTILITIES COMMISSION
March 3, 2021
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. Load Control

- E. Late Fee and Shutoff Poly—Cont'd

- F. SMMPA
 - Meet Energy Services Rep Nancy Kelly

- G. Adjourn

*Public Utilities Commission Meeting
Minutes
February 3, 2021*

Meeting was called to order by City Administrator Roth at 3:01 p.m.

Motion by Benson, seconded by Schulte to appoint Possis as the chairperson for 2021. Approved unanimously.

Members present: Annie Possis, Tracy Benson, and Craig Schulte

Absent:

Staff Present: Mike Roth, Shane Steele, Tom Nelson, and Haden Hinchman

Others Present:

Motion by Schulte, seconded by Benson to approve the Agenda; December 16th, 2020 Minutes; December 23rd, 2020 Minutes; and Payment of Bills. Approved unanimously.

Shane and Mike updated the Commission on new policies and rules put out by the State of Minnesota governing distributed energy resources.

Motion by Benson, seconded by Schulte to adopt the resolution updating PUC policies on distributed energy resources. Approved unanimously.

Mike presented a background on SMMPA and our current Power Purchase Agreement (PPA). The PPA needs to be updated to reflect new regulations from the Public Utility Regulatory Policy Act (PURPA). Mike also mentioned the Commission needs to nominate a primary and secondary SMMPA representative to go to meetings on the Commission's behalf.

Motion by Schulte, seconded by Benson to recommend the Council approve the amendment to the current PPA with SMMPA. Approved unanimously.

Motion by Benson, seconded by Schulte to nominate Mike Roth as member representative and Shane Steele as alternate representative to SMMPA. Approved unanimously.

Mike presented the background of how the Commission has addressed the Covid-19 emergency by discontinuing late fees and shutoffs last March. Mike asked the Commissioners to start thinking about if and when the PUC should return to normal operation in this regard. The Commission had a preliminary discussion on this topic and decided to add it to the next PUC agenda.

The First Congregational Church asked that the PUC wave load control related fees from the previous year. The Commission asked staff to get more information and they would revisit this topic at the next meeting.

There being no further business, the meeting adjourned at 4:29 p.m.



Revenue/Expenditure
Audit Detail Brief

Audit 2021 February

Fund 601 WATER

Expenditure

E 601-47027-611 Bond Interest				Total		
						628.25
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-25-21 AP	\$628.25	\$0.00	US BANK	
Total E 601-47027-611 Bond Interest			\$628.25	\$0.00	In Balance	
E 601-47027-620 Fiscal Agent s Fees				Total		
						166.99
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-25-21 AP	\$166.99	\$0.00	US BANK	
Total E 601-47027-620 Fiscal Agent s Fees			\$166.99	\$0.00	In Balance	
E 601-49420-300 Professional Svcs (GENERAL)				Total		
						35
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$35.00	\$0.00	RMB ENVIROMENTAL LABORATORI	
Total E 601-49420-300 Professional Svcs (GENERAL)			\$35.00	\$0.00	In Balance	
E 601-49420-380 Utility Services (GENERAL)				Total		
						2774.59
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$2,774.59	\$0.00	PUBLIC UTILITIES COMMISSION1	
Total E 601-49420-380 Utility Services (GENERAL)			\$2,774.59	\$0.00	In Balance	
E 601-49430-227 Utility Maint Supplies				Total		
						890.98
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$890.98	\$0.00	METERING & TECHNOLOGY SOLUTI	
Total E 601-49430-227 Utility Maint Supplies			\$890.98	\$0.00	In Balance	
E 601-49430-404 Repairs/Maint Machinery/Equip				Total		
						1133.51
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$1,133.51	\$0.00	NORTHWESTERN POWER EQUIPM	
Total E 601-49430-404 Repairs/Maint Machinery/Equip			\$1,133.51	\$0.00	In Balance	
E 601-49440-230 State Fees				Total		
						100
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-25-21 AP	\$100.00	\$0.00	MN DEPT OF PUBLIC SAFETY-EPCR	
Total E 601-49440-230 State Fees			\$100.00	\$0.00	In Balance	
E 601-49440-317 Contracted Services				Total		
						1.35
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$1.35	\$0.00	GOPHER STATE ONE CALL	
Total E 601-49440-317 Contracted Services			\$1.35	\$0.00	In Balance	



Revenue/Expenditure
Audit Detail Brief

Audit 2021 February

E 601-49440-321 Telephone

Total
198.02

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$69.36	\$0.00	CENTURYLINK
2021-02	Pay	2-25-21 AP	\$59.30	\$0.00	CENTURYLINK
2021-02	Pay	2-25-21 AP	\$69.36	\$0.00	CENTURYLINK
Total E 601-49440-321 Telephone			\$198.02	\$0.00	In Balance

E 601-49440-432 Credit Card Charges

Total
125.55

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$125.55	\$0.00	PSN
Total E 601-49440-432 Credit Card Charges			\$125.55	\$0.00	In Balance

Total	Expenditure		\$6,054.24	\$0.00	=	\$6,054.24
Fund	601		\$6,054.24	\$0.00	=	\$6,054.24

Fund 602 SEWER

Expenditure

E 602-49451-210 Operating Supplies (GENERAL)

Total
17.99

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$17.99	\$0.00	STEVE S SPORTS AND AUTO
Total E 602-49451-210 Operating Supplies (GENERAL)			\$17.99	\$0.00	In Balance

E 602-49451-227 Utility Maint Supplies

Total
890.99

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$890.99	\$0.00	METERING & TECHNOLOGY SOLUTI
Total E 602-49451-227 Utility Maint Supplies			\$890.99	\$0.00	In Balance

E 602-49451-380 Utility Services (GENERAL)

Total
1001.66

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$1,001.66	\$0.00	PUBLIC UTILITIES COMMISSION1
Total E 602-49451-380 Utility Services (GENERAL)			\$1,001.66	\$0.00	In Balance

E 602-49480-217 Heating Fuel

Total
1243.23

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	02-12-21 APP	\$530.75	\$0.00	COMO OIL & PROPANE
2021-02	Pay	2-26-21 APP	\$712.48	\$0.00	COMO OIL & PROPANE
Total E 602-49480-217 Heating Fuel			\$1,243.23	\$0.00	In Balance

E 602-49480-218 Operating Supplies- Chemicals

Total
2150

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$2,150.00	\$0.00	TEAM LABORATORY CHEMICAL CO



City of Grand Marais

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Revenue/Expenditure
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Audit 2021 February

E 602-49480-218 Operating Supplies- Chemicals

Total
2150

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
Total	E 602-49480-218	Operating Supplies-Chemicals	\$2,150.00	\$0.00	<i>In Balance</i>

E 602-49480-300 Professional Svcs (GENERAL)

Total
842.98

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$430.00	\$0.00	NORTH SHORE ANALYTICAL, INC
2021-02	Pay	2-11-21 AP	\$163.00	\$0.00	RMB ENVIROMENTAL LABORATORI
2021-02	Pay	2-25-21 AP	\$48.81	\$0.00	BUCK S HARDWARE HANK
2021-02	Pay	2-25-21 AP	\$201.17	\$0.00	UTILITY CONSULTANTS, INC
Total	E 602-49480-300	Professional Svcs (GENERAL)	\$842.98	\$0.00	<i>In Balance</i>

E 602-49480-380 Utility Services (GENERAL)

Total
2720.71

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$2,720.71	\$0.00	PUBLIC UTILITIES COMMISSION1
Total	E 602-49480-380	Utility Services (GENERAL)	\$2,720.71	\$0.00	<i>In Balance</i>

E 602-49480-384 Refuse/Garbage Disposal

Total
92.43

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$92.43	\$0.00	NORTH SHORE WASTE
Total	E 602-49480-384	Refuse/Garbage Disposal	\$92.43	\$0.00	<i>In Balance</i>

E 602-49480-401 Repairs/Maint Buildings

Total
36.58

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$36.58	\$0.00	COOK COUNTY HOME CENTER
Total	E 602-49480-401	Repairs/Maint Buildings	\$36.58	\$0.00	<i>In Balance</i>

E 602-49480-404 Repairs/Maint Machinery/Equip

Total
116.2

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$43.66	\$0.00	STEVE S SPORTS AND AUTO
2021-02	Pay	VoidCheck	\$0.00	\$43.66	STEVE S SPORTS AND AUTO
2021-02	Pay	02-12-21 APP	\$43.66	\$0.00	STEVE S SPORTS AND AUTO
2021-02	Pay	2-25-21 AP	\$28.88	\$0.00	STEVE S SPORTS AND AUTO
2021-02	Pay	2-25-21 AP	\$43.66	\$0.00	STEVE S SPORTS AND AUTO
Total	E 602-49480-404	Repairs/Maint Machinery/Equip	\$159.86	\$43.66	<i>In Balance</i>

E 602-49490-230 State Fees

Total
25

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$25.00	\$0.00	MN DEPT OF PUBLIC SAFETY-EPCR
Total	E 602-49490-230	State Fees	\$25.00	\$0.00	<i>In Balance</i>



Revenue/Expenditure
Audit Detail Brief

Audit 2021 February

E 602-49490-321 Telephone				Total		
				118.06		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$118.06	\$0.00	ARROWHEAD COOPERATIVE	
Total E 602-49490-321 Telephone			\$118.06	\$0.00	<i>In Balance</i>	

E 602-49490-330 Transportation/School				Total		
				100		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	02-12-21 APP	\$100.00	\$0.00	VISA	
Total E 602-49490-330 Transportation/School			\$100.00	\$0.00	<i>In Balance</i>	

E 602-49490-432 Credit Card Charges				Total		
				125.55		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$125.55	\$0.00	PSN	
Total E 602-49490-432 Credit Card Charges			\$125.55	\$0.00	<i>In Balance</i>	

E 602-49490-439 Licenses				Total		
				25		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-25-21 AP	\$25.00	\$0.00	HANSEN, NEIL	
Total E 602-49490-439 Licenses			\$25.00	\$0.00	<i>In Balance</i>	

E 602-49490-580 Capital Outlay (Equipment)				Total		
				15374.56		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$15,374.56	\$0.00	MINNESOTA PUMP WORKS	
Total E 602-49490-580 Capital Outlay (Equipment)			\$15,374.56	\$0.00	<i>In Balance</i>	

Total	Expenditure		\$24,924.60	\$43.66	=	\$24,880.94
Fund	602		\$24,924.60	\$43.66	=	\$24,880.94
Fund	604 ELECTRIC					
Expenditure						

E 604-49551-317 Contracted Services				Total		
				7413.22		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-25-21 AP	\$7,413.22	\$0.00	ALLIED GENERATORS	
Total E 604-49551-317 Contracted Services			\$7,413.22	\$0.00	<i>In Balance</i>	

E 604-49551-380 Utility Services (GENERAL)				Total		
				34.24		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	
2021-02	Pay	2-11-21 AP	\$34.24	\$0.00	PUBLIC UTILITIES COMMISSION1	
Total E 604-49551-380 Utility Services (GENERAL)			\$34.24	\$0.00	<i>In Balance</i>	

E 604-49560-388 Purchase Power				Total		
				157702.76		
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name	



Revenue/Expenditure
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E 604-49560-388 Purchase Power

Total
157702.76

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$157,702.76	\$0.00	SMMPA
Total	E 604-49560-388	Purchase Power	\$157,702.76	\$0.00	<i>In Balance</i>

E 604-49570-210 Operating Supplies (GENERAL)

Total
25.64

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$25.64	\$0.00	COOK COUNTY HOME CENTER
Total	E 604-49570-210	Operating Supplies (GENERAL)	\$25.64	\$0.00	<i>In Balance</i>

E 604-49570-221 Equipment Parts/Building Maint.

Total
1030.7

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$1,030.70	\$0.00	ABM EQUIPMENT & SUPPLY
Total	E 604-49570-221	Equipment Parts/Building Maint.	\$1,030.70	\$0.00	<i>In Balance</i>

E 604-49590-200 Office Supplies (GENERAL)

Total
55

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$55.00	\$0.00	JAVA MOOSE
Total	E 604-49590-200	Office Supplies (GENERAL)	\$55.00	\$0.00	<i>In Balance</i>

E 604-49590-317 Contracted Services

Total
22386.55

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-25-21 AP	\$22,079.55	\$0.00	SMMPA
2021-02	Pay	2-25-21 AP	\$307.00	\$0.00	SMMPA
Total	E 604-49590-317	Contracted Services	\$22,386.55	\$0.00	<i>In Balance</i>

E 604-49590-321 Telephone

Total
178.99

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$178.99	\$0.00	ARROWHEAD COOPERATIVE
Total	E 604-49590-321	Telephone	\$178.99	\$0.00	<i>In Balance</i>

E 604-49590-390 Conservation Improvement Progr

Total
324.48

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$324.48	\$0.00	RENAISSANCE PROPERTIES
Total	E 604-49590-390	Conservation Improvement Progr	\$324.48	\$0.00	<i>In Balance</i>

E 604-49590-432 Credit Card Charges

Total
446.41

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$446.41	\$0.00	PSN
Total	E 604-49590-432	Credit Card Charges	\$446.41	\$0.00	<i>In Balance</i>



Revenue/Expenditure
Audit Detail Brief

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E 604-49590-436 Membership Dues

Total
4397

Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-02	Pay	2-11-21 AP	\$4,397.00	\$0.00	MMUA
Total	E 604-49590-436	Membership Dues	\$4,397.00	\$0.00	<i>In Balance</i>
Total Expenditure			\$193,994.99	\$0.00	= \$193,994.99
Fund	604		\$193,994.99	\$0.00	= \$193,994.99

City of Grand Marais

MEMO

TO: Public Utilities Commissioners
FROM: Michael J. Roth, City Administrator
DATE: February 26, 2021
SUBJECT: Load Control

Background

The Commission offer a few load control programs which provide for a lower \$/kwh rate for electricity in exchange for the ability to control when the electricity is available. This ability to control allows the utility to direct electricity usage to times when our wholesale rate is lower or to avoid demand charges by lowering our peak demand. The two most important rates are off-peak and duel fuel. Off-peak systems are designed to be powered during off-peak times (typically overnight), and include some sort of physical storage to continue heating the structure during on-peak times. Duel fuel systems have a second independent heating system that can operate when the electric heat is being controlled, typically during system peaks.

New System

Our previous load control system relied on a signal injected onto the power lines and receivers at the customer with relays to turn the power on and off. This technology had difficulty reliably reaching the ends of our system. It also required periodic inspection as controllers were often bypassed. One of the reasons we have moved forward with our AMI system is that it provides a communication and software infrastructure to operate our load control. There was a period of a few years between deciding to replace our old system and the installation of AMI where the old system was not operating.

Transferring Customers to the New System

Prior to AMI installation we had 120 customers taking advantage of load control rates. 24 were selected as a pilot project based on their location to install new load control receivers. At those customer locations we encountered a variety of situations, from fully functioning systems to customers with their systems completely disconnected. We worked with an electrician to ensure each system was installed in an appropriate way.

After the successful pilot, we made plans for the transfer of our remaining customers. For someone to qualify for our load control rates, they need to have their system installed in way where they have the storage or alternate fuel heat source, and that we can meter and control their heat electricity independently of other usage. This generally requires

the participation of an electrician, which we have been coordinating. In December 2019 we notified all of our customers in their utility bill that in order to continue using load control rates, they need to contact us and make arrangements for their system to be inspected, and for the new load control receiver to be installed. 36 customers initially requested that we add them to our schedule.

Load Control Surcharge

We recognized that we would not reach every customer with load control rates. We needed to determine at what time we stop providing reduced rates to customers who were not being controlled. Rather than remove those customers from our load control rates, we created a surcharge that is the difference between our normal electric rate and the reduced rate. This surcharge allowed us to go back in time and remove it as it was deemed appropriate. Our current policy is to remove the previous month's amount, and take the surcharge off future bills, when a customer contacts us.

The surcharge was actually added to bills starting in March 2020. Of the 60 customers receiving load control rates that had not yet contacted us, we heard from 15 of them by April. Of the remaining 45 customers, we have heard from 12 as of today. A total of \$24,515.16 has been charged to all customers via the load control surcharge. There are 33 customers still on surcharge.

Policy Moving Forward

The entire process of installing load control receivers has come to a halt during the COVID emergency. Recently two customers have requested that the surcharge be refunded in its entirety. I would anticipate that additional customers will have the same request moving forward. We are in need of policy direction from the Commission on how to deal with these requests. We can also discuss the process to transition the remaining customers to either our waiting list for installation, or off of the load control rates.

City of Grand Marais

MEMO

TO: Public Utilities Commissioners
FROM: Michael J. Roth, City Administrator
DATE: February 26, 2021
SUBJECT: COVID Late Fee and Shutoff Policy

Background

At your February meeting we discussed the late fee and shutoff rules during the pandemic emergency, and reviewed the current state of past due accounts. The purpose of this discussion was to prepare for a transition back to previous late fee and shutoff rules. Most importantly when and how will we make this transition.

Notice to Delinquent Customers

In response to your discussion, we sent notice (attached) via certified mail to 21 customer addresses notifying them of this discussion and asking them to make payment arrangements with us. After the PUC has made decisions on how to handle the remaining past due balances, we will publicize our policy in a variety of media, including on utility bills.

Late Fee and Shutoff Policy

In order to set a policy to transition back to normal late fee and shutoff rules, we will discuss ideas around two variables: (1) when shutoffs begin, and (2) which balances are subject to late fees. Below are a range of ideas to help guide the discussion.

Shutoff Policies

1. No shutoffs during local declared emergency.
2. No residential shutoffs during local declared emergency.
3. Limit shutoffs to accounts with balances above [\$1,000, \$500, etc.].
4. Begin shutoffs as normal when Cold Weather rules expire April 15.
5. Begin commercial shutoffs immediately.

Late Fee Policies

1. No late fees for any past due accumulated during local declared emergency.
2. No late fees for any residential past due accumulated during local declared emergency.
3. No late fees for balances accumulated during local declared emergency if payment plan in place by April 15.
4. No late fees on balances accumulated during local declared emergency if paid off by [April 15, July, October].

City of Grand Marais

MEMO

TO: Public Utilities Commissioners
FROM: Michael J. Roth, City Administrator
DATE: February 26, 2021
SUBJECT: Energy Service Representative

SMMPA Energy Services Representative Nancy Kelly will be at the meeting to introduce herself and talk about the programs she supports on our behalf.