

**AGENDA**  
**PUBLIC UTILITIES COMMISSION**  
**April 7, 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. Climate Action Plan
  - Solar PV Installation
  - EV Charger Update
  
- E. Load Control—Cont'd
  
- F. Adjourn

*Public Utilities Commission Meeting*  
*Minutes*  
*March 3, 2021*

Meeting was called to order by Commissioner Possis at 3:02 p.m.

Members present: Annie Possis and Tracy Benson  
Absent: Craig Schulte  
Staff Present: Mike Roth, Shane Steele, Tom Nelson, and Haden Hinchman  
Others Present: Nancy Kelly, SMMPA Energy Services Representative

**Motion by Benson, seconded by Possis to approve the Agenda; February 3rd, 2021 Minutes; and Payment of Bills. Approved unanimously.**

The Commission discussed load control surcharge policy for non-functioning receivers. They asked staff to refund 50% of surcharges paid by customers and to develop a plan for completing the installation of new load control receivers.

The Commission reviewed ideas for reinstituting shutoff's and late fees. They asked staff to restart shutoff notices with the April bills and restart late fees after the April due date.

Nancy Kelley introduced herself to the Commission and gave a brief explanation of her duties.

There being no further business, the meeting adjourned at 3:59 p.m.



Revenue/Expenditure  
Audit Detail Brief

Audit 2021 March to 2021 April

Fund 601 WATER

Expenditure

			Budget	Total	Balance
E 601-47027-611 Bond Interest			\$7,344.00	\$628.25	\$6,715.75
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$628.25	\$0.00	US BANK
Total E 601-47027-611 Bond Interest			\$628.25	\$0.00	<i>In Balance</i>
E 601-47027-620 Fiscal Agent s Fees			\$1,840.00	\$163.50	\$1,676.50
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$163.50	\$0.00	US BANK
Total E 601-47027-620 Fiscal Agent s Fees			\$163.50	\$0.00	<i>In Balance</i>
E 601-49420-300 Professional Srvs (GENERAL)			\$2,000.00	\$35.00	\$1,965.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	3-10-21 AP	\$35.00	\$0.00	RMB ENVIROMENTAL LABORATORI
Total E 601-49420-300 Professional Srvs (GENERAL)			\$35.00	\$0.00	<i>In Balance</i>
E 601-49420-380 Utility Services (GENERAL)			\$30,000.00	\$2,669.53	\$27,330.47
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	3-10-21 AP	\$2,669.53	\$0.00	PUBLIC UTILITIES COMMISSION1
Total E 601-49420-380 Utility Services (GENERAL)			\$2,669.53	\$0.00	<i>In Balance</i>
E 601-49430-210 Operating Supplies (GENERAL)			\$2,000.00	\$28.80	\$1,971.20
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	3-10-21 AP	\$6.54	\$0.00	BUCK S HARDWARE HANK
2021-03	Pay	3-10-21 AP	\$22.26	\$0.00	COOK COUNTY HOME CENTER
Total E 601-49430-210 Operating Supplies (GENERAL)			\$28.80	\$0.00	<i>In Balance</i>
E 601-49430-240 Small Tools and Minor Equip			\$500.00	\$450.20	\$49.80
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$450.20	\$0.00	POLLARDWATER
Total E 601-49430-240 Small Tools and Minor Equip			\$450.20	\$0.00	<i>In Balance</i>
E 601-49430-300 Professional Srvs (GENERAL)			\$500.00	\$35.00	\$465.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$35.00	\$0.00	RMB ENVIROMENTAL LABORATORI
Total E 601-49430-300 Professional Srvs (GENERAL)			\$35.00	\$0.00	<i>In Balance</i>
E 601-49430-404 Repairs/Maint Machinery/Equip			\$2,000.00	\$40.11	\$1,959.89
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name



Revenue/Expenditure  
Audit Detail Brief

Audit 2021 March to 2021 April

E 601-49430-404 Repairs/Maint Machinery/Equip			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$40.11	\$1,959.89
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$40.11	\$0.00	ZIEGLER INC.
Total E 601-49430-404 Repairs/Maint Machinery/Equip			\$40.11	\$0.00	<i>In Balance</i>
E 601-49431-303 Engineering Fees			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$0.00	\$520.50	-\$520.50
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$520.50	\$0.00	LHB ENGINEERS & ARCHITECTS
Total E 601-49431-303 Engineering Fees			\$520.50	\$0.00	<i>In Balance</i>
E 601-49440-200 Office Supplies (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$9.31	\$990.69
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$3.45	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	3-10-21 AP	\$1.49	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$3.45	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$0.92	\$0.00	TOSHIBA BUSINESS SOLUTIONS
Total E 601-49440-200 Office Supplies (GENERAL)			\$9.31	\$0.00	<i>In Balance</i>
E 601-49440-210 Operating Supplies (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$4,045.09	-\$3,045.09
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	4-1-21 AP	\$621.11	\$0.00	HACH COMPANY
2021-03	Pay	4-1-21 AP	\$3,423.98	\$0.00	HAWKINS, INC.
Total E 601-49440-210 Operating Supplies (GENERAL)			\$4,045.09	\$0.00	<i>In Balance</i>
E 601-49440-212 Motor Fuels			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,750.00	\$159.72	\$1,590.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$4.92	\$0.00	WEX BANK
2021-03	Pay	3-10-21 AP	\$70.13	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$2.45	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$82.22	\$0.00	WEX BANK
Total E 601-49440-212 Motor Fuels			\$159.72	\$0.00	<i>In Balance</i>
E 601-49440-241 Safety Equipment			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$756.66	\$243.34
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$756.66	\$0.00	UTILITY LOGIC
Total E 601-49440-241 Safety Equipment			\$756.66	\$0.00	<i>In Balance</i>
E 601-49440-310 Service Agreements			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$362.72	\$637.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$119.65	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$125.71	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$117.36	\$0.00	NEON LINK



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Revenue/Expenditure  
Audit Detail Brief

Audit 2021 March to 2021 April

E 601-49440-310 Service Agreements			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$362.72	\$637.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
Total	E 601-49440-310	Service Agreements	\$362.72	\$0.00	<i>In Balance</i>
E 601-49440-321 Telephone			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$199.14	\$1,800.86
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	4-1-21 AP	\$69.36	\$0.00	CENTURYLINK
2021-03	Pay	4-1-21 AP	\$69.36	\$0.00	CENTURYLINK
2021-03	Pay	4-1-21 AP	\$60.42	\$0.00	CENTURYLINK
Total	E 601-49440-321	Telephone	\$199.14	\$0.00	<i>In Balance</i>
E 601-49440-322 Postage			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$500.00	\$13.61	\$486.39
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-26-21 APP	\$13.61	\$0.00	VISA
Total	E 601-49440-322	Postage	\$13.61	\$0.00	<i>In Balance</i>
E 601-49440-432 Credit Card Charges			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$142.72	\$857.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$142.72	\$0.00	PSN
Total	E 601-49440-432	Credit Card Charges	\$142.72	\$0.00	<i>In Balance</i>
Total	Expenditure		\$10,259.86	\$0.00	= \$10,259.86
<b>Fund</b>	601		\$10,259.86	\$0.00	= \$10,259.86
<b>Fund 602 SEWER</b>					
<b>Expenditure</b>					
E 602-49431-303 Engineering Fees			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$0.00	\$520.50	-\$520.50
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$520.50	\$0.00	LHB ENGINEERS & ARCHITECTS
Total	E 602-49431-303	Engineering Fees	\$520.50	\$0.00	<i>In Balance</i>
E 602-49451-317 Contracted Services			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$20,000.00	\$640.66	\$19,359.34
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$640.66	\$0.00	NORDIC ELECTRIC
Total	E 602-49451-317	Contracted Services	\$640.66	\$0.00	<i>In Balance</i>
E 602-49451-380 Utility Services (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$14,000.00	\$892.38	\$13,107.62
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$892.38	\$0.00	PUBLIC UTILITIES COMMISSION1
Total	E 602-49451-380	Utility Services (GENERAL)	\$892.38	\$0.00	<i>In Balance</i>
E 602-49451-404 Repairs/Maint Machinery/Equip			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$40.11	\$1,959.89
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>



Revenue/Expenditure  
Audit Detail Brief

Audit 2021 March to 2021 April

E 602-49451-404 Repairs/Maint Machinery/Equip			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$40.11	\$1,959.89
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$40.11	\$0.00	ZIEGLER INC.
Total E 602-49451-404 Repairs/Maint Machinery/Equip			\$40.11	\$0.00	<i>In Balance</i>
E 602-49480-300 Professional Svcs (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$10,000.00	\$661.59	\$9,338.41
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$53.74	\$0.00	BUCK S HARDWARE HANK
2021-03	Pay	3-10-21 AP	\$460.85	\$0.00	UTILITY CONSULTANTS, INC
2021-03	Pay	4-1-21 AP	\$147.00	\$0.00	RMB ENVIROMENTAL LABORATORI
Total E 602-49480-300 Professional Svcs (GENERAL)			\$661.59	\$0.00	<i>In Balance</i>
E 602-49480-380 Utility Services (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$50,000.00	\$2,677.03	\$47,322.97
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$2,677.03	\$0.00	PUBLIC UTILITIES COMMISSION1
Total E 602-49480-380 Utility Services (GENERAL)			\$2,677.03	\$0.00	<i>In Balance</i>
E 602-49480-384 Refuse/Garbage Disposal			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$92.43	\$907.57
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 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 602-49490-200 Office Supplies (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$397.49	\$602.51
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$1.49	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	3-10-21 AP	\$3.45	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$3.45	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$0.92	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$388.18	\$0.00	TWIN PORTS PAPER & SUPPLY INC
Total E 602-49490-200 Office Supplies (GENERAL)			\$397.49	\$0.00	<i>In Balance</i>
E 602-49490-212 Motor Fuels			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,750.00	\$159.73	\$1,590.27
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$4.92	\$0.00	WEX BANK
2021-03	Pay	3-10-21 AP	\$70.13	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$82.23	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$2.45	\$0.00	WEX BANK
Total E 602-49490-212 Motor Fuels			\$159.73	\$0.00	<i>In Balance</i>
E 602-49490-241 Safety Equipment			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$756.65	\$243.35
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>



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E 602-49490-241 Safety Equipment			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$756.65	\$243.35
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$756.65	\$0.00	UTILITY LOGIC
Total E 602-49490-241 Safety Equipment			\$756.65	\$0.00	<i>In Balance</i>
E 602-49490-310 Service Agreements			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,500.00	\$512.72	\$987.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$125.71	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$119.65	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$117.36	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$150.00	\$0.00	PERRIN MOBILE MEDICAL
Total E 602-49490-310 Service Agreements			\$512.72	\$0.00	<i>In Balance</i>
E 602-49490-321 Telephone			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,700.00	\$127.86	\$1,572.14
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$127.86	\$0.00	ARROWHEAD COOPERATIVE
Total E 602-49490-321 Telephone			\$127.86	\$0.00	<i>In Balance</i>
E 602-49490-322 Postage			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$100.00	\$13.61	\$86.39
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-26-21 APP	\$13.61	\$0.00	VISA
Total E 602-49490-322 Postage			\$13.61	\$0.00	<i>In Balance</i>
E 602-49490-404 Repairs/Maint Machinery/Equip			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,000.00	\$281.00	\$719.00
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	4-1-21 AP	\$138.00	\$0.00	HACH COMPANY
2021-03	Pay	4-1-21 AP	\$143.00	\$0.00	HACH COMPANY
Total E 602-49490-404 Repairs/Maint Machinery/Equip			\$281.00	\$0.00	<i>In Balance</i>
E 602-49490-430 Miscellaneous (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$200.00	\$147.00	\$53.00
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	4-1-21 AP	\$147.00	\$0.00	RMB ENVIROMENTAL LABORATORI
Total E 602-49490-430 Miscellaneous (GENERAL)			\$147.00	\$0.00	<i>In Balance</i>
E 602-49490-432 Credit Card Charges			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$142.72	\$1,857.28
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$142.72	\$0.00	PSN
Total E 602-49490-432 Credit Card Charges			\$142.72	\$0.00	<i>In Balance</i>
Total	Expenditure		\$8,063.48	\$0.00	= \$8,063.48
Fund	602		\$8,063.48	\$0.00	= \$8,063.48
Fund	604 ELECTRIC				



Revenue/Expenditure  
Audit Detail Brief

Audit 2021 March to 2021 April

Expenditure

			Budget	Total	Balance
E 604-47030-601 Debt Srv Bond Principal			\$0.00	\$185,000.00	-\$185,000.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$185,000.00	\$0.00	EHLERS
Total E 604-47030-601 Debt Srv Bond Principal			\$185,000.00	\$0.00	<i>In Balance</i>
E 604-47030-611 Bond Interest			\$0.00	\$6,893.75	-\$6,893.75
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$6,893.75	\$0.00	EHLERS
Total E 604-47030-611 Bond Interest			\$6,893.75	\$0.00	<i>In Balance</i>
E 604-47030-620 Fiscal Agent s Fees			\$0.00	\$475.00	-\$475.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$475.00	\$0.00	EHLERS
Total E 604-47030-620 Fiscal Agent s Fees			\$475.00	\$0.00	<i>In Balance</i>
E 604-47032-601 Debt Srv Bond Principal			\$0.00	\$115,000.00	-\$115,000.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$115,000.00	\$0.00	EHLERS
Total E 604-47032-601 Debt Srv Bond Principal			\$115,000.00	\$0.00	<i>In Balance</i>
E 604-47032-611 Bond Interest			\$0.00	\$8,850.00	-\$8,850.00
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$8,850.00	\$0.00	EHLERS
Total E 604-47032-611 Bond Interest			\$8,850.00	\$0.00	<i>In Balance</i>
E 604-49551-380 Utility Services (GENERAL)			\$1,500.00	\$34.06	\$1,465.94
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	3-10-21 AP	\$34.06	\$0.00	PUBLIC UTILITIES COMMISSION1
Total E 604-49551-380 Utility Services (GENERAL)			\$34.06	\$0.00	<i>In Balance</i>
E 604-49560-388 Purchase Power			\$1,800,000.00	\$162,567.63	\$1,637,432.37
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$162,567.63	\$0.00	SMMPA
Total E 604-49560-388 Purchase Power			\$162,567.63	\$0.00	<i>In Balance</i>
E 604-49570-210 Operating Supplies (GENERAL)			\$16,000.00	\$105.33	\$15,894.67
Period	Transactions	Batch Name	Tran Dr	Tran Cr	Search Name
2021-03	Pay	4-1-21 AP	\$105.33	\$0.00	LOCATORS & SUPPLIES, INC
Total E 604-49570-210 Operating Supplies (GENERAL)			\$105.33	\$0.00	<i>In Balance</i>





City of Grand Marais

CITY OF GRAND MARAIS

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Audit 2021 March to 2021 April

E 604-49570-212 Motor Fuels			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$4,000.00	\$428.60	\$3,571.40
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$17.21	\$0.00	WEX BANK
2021-03	Pay	3-10-21 AP	\$193.96	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$208.87	\$0.00	WEX BANK
2021-03	Pay	4-1-21 AP	\$8.56	\$0.00	WEX BANK
Total E 604-49570-212 Motor Fuels			\$428.60	\$0.00	<i>In Balance</i>
E 604-49570-220 Repair/Maint Supply (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$5,000.00	\$292.17	\$4,707.83
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$62.49	\$0.00	BUCK S HARDWARE HANK
2021-03	Pay	3-10-21 AP	\$1.00	\$0.00	COOK COUNTY HOME CENTER
2021-03	Pay	3-10-21 AP	\$140.38	\$0.00	ZIEGLER INC.
2021-03	Pay	4-1-21 AP	\$88.30	\$0.00	LOCATORS & SUPPLIES, INC
Total E 604-49570-220 Repair/Maint Supply (GENERAL)			\$292.17	\$0.00	<i>In Balance</i>
E 604-49570-241 Safety Equipment			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,000.00	\$292.17	\$1,707.83
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$292.17	\$0.00	FS3, INC
Total E 604-49570-241 Safety Equipment			\$292.17	\$0.00	<i>In Balance</i>
E 604-49570-317 Contracted Services			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$15,000.00	\$1,055.40	\$13,944.60
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$5.40	\$0.00	GOPHER STATE ONE CALL
2021-03	Pay	4-1-21 AP	\$200.00	\$0.00	NORDIC ELECTRIC
2021-03	Pay	4-1-21 AP	\$850.00	\$0.00	PEAK ELECTRIC
Total E 604-49570-317 Contracted Services			\$1,055.40	\$0.00	<i>In Balance</i>
E 604-49590-200 Office Supplies (GENERAL)			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$1,500.00	\$387.06	\$1,112.94
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$243.95	\$0.00	ALMOST HOME
2021-03	Pay	3-10-21 AP	\$55.00	\$0.00	JAVA MOOSE
2021-03	Pay	3-10-21 AP	\$12.28	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	3-10-21 AP	\$5.31	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$55.00	\$0.00	JAVA MOOSE
2021-03	Pay	4-1-21 AP	\$12.28	\$0.00	TOSHIBA BUSINESS SOLUTIONS
2021-03	Pay	4-1-21 AP	\$3.24	\$0.00	TOSHIBA BUSINESS SOLUTIONS
Total E 604-49590-200 Office Supplies (GENERAL)			\$387.06	\$0.00	<i>In Balance</i>
E 604-49590-310 Service Agreements			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$6,100.00	\$1,289.63	\$4,810.37
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$417.29	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$446.94	\$0.00	NEON LINK
2021-03	Pay	3-10-21 AP	\$425.40	\$0.00	NEON LINK



Revenue/Expenditure  
Audit Detail Brief

**Audit 2021 March to 2021 April**

E 604-49590-310 Service Agreements			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$6,100.00	\$1,289.63	\$4,810.37
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
Total	E 604-49590-310	Service Agreements	\$1,289.63	\$0.00	<i>In Balance</i>
E 604-49590-317 Contracted Services			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$3,500.00	\$311.75	\$3,188.25
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	4-1-21 AP	\$311.75	\$0.00	SMMPA
Total	E 604-49590-317	Contracted Services	\$311.75	\$0.00	<i>In Balance</i>
E 604-49590-321 Telephone			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$2,200.00	\$191.02	\$2,008.98
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$191.02	\$0.00	ARROWHEAD COOPERATIVE
Total	E 604-49590-321	Telephone	\$191.02	\$0.00	<i>In Balance</i>
E 604-49590-322 Postage			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$0.00	\$48.38	-\$48.38
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-26-21 APP	\$48.38	\$0.00	VISA
Total	E 604-49590-322	Postage	\$48.38	\$0.00	<i>In Balance</i>
E 604-49590-390 Conservation Improvement Progr			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$25,000.00	\$534.62	\$24,465.38
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-26-21 APP	\$534.62	\$0.00	MN DEPT OF COMMERCE
Total	E 604-49590-390	Conservation Improvement Progr	\$534.62	\$0.00	<i>In Balance</i>
E 604-49590-432 Credit Card Charges			<b>Budget</b>	<b>Total</b>	<b>Balance</b>
			\$4,500.00	\$507.44	\$3,992.56
<b>Period</b>	<b>Transactions</b>	<b>Batch Name</b>	<b>Tran Dr</b>	<b>Tran Cr</b>	<b>Search Name</b>
2021-03	Pay	3-10-21 AP	\$507.44	\$0.00	PSN
Total	E 604-49590-432	Credit Card Charges	\$507.44	\$0.00	<i>In Balance</i>
Total	Expenditure		\$484,264.01	\$0.00	= \$484,264.01
<b>Fund</b>	604		\$484,264.01	\$0.00	= \$484,264.01

# City of Grand Marais

## MEMO

TO: Grand Marais Public Utilities Commission  
FROM: Shane Steele, Sustainability Coordinator  
DATE: April 7, 2021  
SUBJECT: 20kW Solar Bids

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### Background

The Southern Minnesota Municipal Power Agency (SMMPA) has a policy to allow each of its members to install a limited amount of solar eligible for their special solar buy-back rate. Grand Marais' allotment is 65kW (AC), of which 43.2kW has been used for the rooftop array on the public works building. To fill the 65kW allotment, the PUC has asked for an additional 20kW to be installed somewhere on city property.

### Site Selection Process

Multiple site options were considered for this project and consultation was gathered from local and regional solar installers. The site ultimately chosen is the strip of unused land north of the public works garage parking lot, just inside the security fence.



**Project Proposals**

After collecting bids from six installers, two were asked to submit final proposals. Please consider the attached proposals which have been prepared by Shem Falter of Peak Electric in Lutsen, and Doug Manthey of Energy Plus in Duluth.

# Energy Plus Inc. Conservation Technologies

Fireplaces - Solar - Ventilation - Building Performance - Patio - Sauna - Spas  
 218-722-7818 4811 Miller Trunk Hwy. Duluth, MN 55811 218-722-9003  
 sales@energy-plus.com info@conservtech.com

## Quote

Quote ID: 125982  
 Customer ID: 31388  
 Employee ID: Doug  
 Quote Expires: 4/1/2021

**Location:**

City of Grand Marais  
 Shane Steele  
 15 North Broadway  
 Grand Marais, MN 55604

City of Grand Marais  
 Shane Steele  
 15 North Broadway  
 Grand Marais, MN 55604  
 Cell (218) 387-1848

Qty	Item	List Price	Unit Price	Total
1	INSTALL SOLAR/RENEWABLE - INSTALL SOLAR/RENEWABLE 19.68 kW Solar Installation	\$61,775.00	\$61,775.00	\$61,775.00

<b>Sub Total</b>	<b>\$61,775.00</b>
<b>Taxes</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$61,775.00</b>

**Additional Comments**

48 - 410W Jinko Solar Panels - 19.68 kW  
 2 Fronius Inverters - 3 Phase  
 Opsrey Ground Mounted Racking System - 45 degrees  
 Full electrical installation with required permits  
 Includes Monitoring  
 Estimated Production is 26,650 kWh/year

\*\* Includes Replacement of Optimizers on existing system - You provide the 3 replacement optimizers, we'll replace them.\*\*

## **Bid for 20KW PV System - City of Grand Marais, MN**

### Array Size and Location

Final proposal is for location on the north side of the Public Works building.

Grassy area between the transformer and the light pole on the north side of the parking area. Array will be a ground-mount with 3" diameter galvanized pipes for main structure set in concrete piers. Iron Ridge Racking system will be used for mounting the array to the main structure. 56 - 365 Watt

Modules for a 20.44KW array will be arranged in landscape orientation and arranged in a 4 (vertical) x 14 (horizontal) grid. Approximate size 13'6" x 94'. The azimuth is 131 degrees. Array will be tilted at 45 degree angle to maximize year round production. Shade analysis done with Solar Pathfinder shows no significant shading during any part of the year. Existing wire from transformer to the building will be located to insure the conduit run from the array will be positioned to the north avoiding existing service.

### Balance of System Location

On site electrical power is 3 phase 120/208Y. PV system will interconnect with on site power near main transformer next to current PV meter and disconnect. A three phase disconnect and separate meter will be installed for the proposed system. Solar Edge string inverter with DC and AC disconnects will be located on the west end on the module racking system. Conduit will be run from that location to the interconnection point near the

main transformer.

Fused disconnect and meter will be placed on rack near transformer.

### Financial

A 20 KW system with this angle and azimuth in this location can be expected to produce 24,910 KW per year.

All Solar Materials, excavation and cement for project will be provided by Solar Shem Supplies.

Solar Material Cost with shipping will be \$42,790.

All labor and non-solar electrical components will be provided by Peak Electric.

Labor to install system with additional electrical equipment will be \$18,000.

**Total cost for 20Kw Ground Mount Solar Array - \$60,790.**

Thank you for your consideration.

Shem Falter  
Solar Shem Supplies  
(218)370-9910  
shemshot@gmail.com

Jon Woerheide  
Owner/Master Peak Electric  
(218)370-0452  
peakrocks@gmail.com

(2019 Solar Shem/Peak Electric 10KW)

# City of Grand Marais

## MEMO

TO: Grand Marais Public Utilities Commission  
FROM: Shane Steele, Sustainability Coordinator  
DATE: April 7, 2020  
SUBJECT: SMMPA EV Charging Stations

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### Background

EV charging stations, known as EVSE or electric vehicle supply equipment, are becoming more common as the transportation sector electrifies. In the current market there are three types of EVSE, and they differ by the rate they deliver power. A Level 1 charger is equivalent to a wall outlet and typically delivers a full charge in 9-12 hours. A Level 2 charger (L2) is able to deliver a full charge in 3-5 hours. And a Level 3 charger, referred to as a DC fast charger (DCFC), can charge a battery in less than 30 minutes.

### SMMPA Charging Infrastructure Project

In an effort to expand EV charging infrastructure in their service territory, the Southern Minnesota Municipal Power Agency (SMMPA) has distributed EVSE to each of its member cities. The chargers are being supplied by ZEF Energy, a Minnesota company that develops EV charging resources. Grand Marais has received two 23kW L2 chargers and one 50kW DCFC. The DCFC and one L2 will be installed on the south side of the City Hall parking lot in the spring of 2021. We are still in discussions with a few private locations in the downtown area about hosting the second L2 charger.

### Installing and Operating EVSE

The City will be responsible for the installation and operation of the charging stations. This includes the electricity usage associated with charging and collecting fees from EV drivers. To collect fees, chargers require a network connection to access ZEF's online portal: ZETNet, which will allow city staff to control energy output and set up the payment system.

Fees are collected in multiple ways. The L2 chargers will be connected through ZEFNet to ChargeHub, a third party app. The app allows drivers to locate chargers and pay for their usage via credit card through the app. The DCFC will have a credit card machine similar to those at a self-serve gas pump. Additionally, coming in the spring/summer of 2021, ZEF will be releasing an app of their own that will allow drivers to pay for both L2 and DCFC electronically.



### **Structuring and Collecting Fees**

It is recommended that we collect fees for the use of our chargers. Most other SMMPA member cities are collecting fees as a way to cover the cost of operation. A standard pricing structure is suggested as:

DCFC- \$5 connection fee plus \$0.30/min

L2- \$2/hour, no connection fee

The city will be able to adjust rates at any time through ZEFNet, so alterations can be made as we learn more about how these chargers are utilized.

# City of Grand Marais

## MEMO

TO: Public Utilities Commissioners  
FROM: Michael J. Roth, City Administrator  
DATE: April 2, 2021  
SUBJECT: Load Control Progress Update

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### **Background**

At your last meeting we reviewed the recent history of the load control system and the surcharge added to bills for those customers with non-functioning load control receivers (LCR's) who had not made contact with us. The Commission decided to refund customers one half of the surcharge and begin renewed efforts to complete installations of new LCR's.

### **Installation Procedure**

During March, staff began scheduling installations using the following procedure:

1. Staff contacts customers on our list to schedule an appointment in one hour blocks.
2. A lineworker (or lineworker and electrician) inspects customer system and installs new LCR. Up to one hour of electrician time can be used for system inspection and simple fixes at no cost to customer.
3. Electrician tests each LCR to ensure functionality.
4. If a problem is detected, staff and electrician develop a work order providing customer with list of work necessary to finish installation.

### **Installation Progress**

We currently have 120 customers on a load control rate, either off-peak or dual fuel. As of the end of March 71 customers have their new LCR's installed and operating. 18 customers have contacted us and are being scheduled for installation. We have not yet heard from or reached 29 customers. 2 installations have been visited and have outstanding work orders. We are waiting on some of the 20 customers we are in contact with due to travel schedules or other delays.

## **Further Program Development**

Load control will be an important program to save money for customers and for the system, and to meet climate action plan goals. Staff will continue to develop the load control program through the following:

1. Consider Hookup Requirements. Staff are evaluating hookup requirements on a spectrum from reliance on customer provided third party electricians to specific wiring instructions. We are looking at examples from other utilities and considering the value of allowing for a variety of system hookups versus allowing creative solutions by customers and their vendors. Requiring more specific wiring could provide clarity to customers but may require in-house expertise that we will not be able to acquire. We will keep the Commission up to date on our discussion.
2. Develop Application Materials. We are developing an application form for new customers that will clarify utility and customer responsibilities. We are also developing a packet that explains system operating rules and hookup requirements.
3. Consider Addition Load Management. Off-peak and dual fuel heating load are our current major programs. We have the ability to control other types of electric load and will look for opportunities to expand the program. A major program area we are in the early stages of developing is EV charging. Also, based on other customer requests we are considering whether we would allow non-heat load (like kilns or ovens) to be included in our off peak program.
4. Examine Rate Structure. A follow up to our recent rate study is to evaluate the off-peak and dual fuel rates to ensure they result in adequate system savings and that they are attractive to customers.