Elk River Municipal Utilities

SPECIAL MEETING NOTICE OF THE ELK RIVER MUNICIPAL UTILITIES COMMISSION - CHANGE OF MEETING LOCATION -

Tuesday, October 8, 2024
3:30 p.m.
Elk River Municipal Utilities Conference Room
13069 Orono Parkway
Elk River, Minnesota

The purpose of the meeting is as follows:

- To consider and take action on agenda items listed on the attached agenda.

In accordance with State Statute, I hereby request the city clerk to post this notice at least three days prior to the meeting date. I further request the city clerk to notify each member of the Elk River Municipal Utilities Commission of this special meeting, in writing, at least one day before the meeting.

John J. Dietz
John J. Dietz, Chair

9/27/24
Date

I HEREBY CERTIFY, that this notice has been posted and that I have served this notice upon the members of the Elk River Municipal Utilities Commission by mail at least one day prior to the above-called Elk River Municipal Utilities Commission special meeting. In accordance with State Statute, this notice will be posted at least three days prior to the meeting date.

Mark Hanson, General Manager

9/27/2024
Date

Elk River Municipal Utilities

SPECIAL MEETING OF THE UTILITIES COMMISSION
October 8, 2024, 3:30 P.M.
Utilities Conference Room

AGENDA

1.0 GOVERNANCE
1.1 Call Meeting to Order
1.2 Pledge of Allegiance
1.3 Consider the Agenda
1.4 Recognition of Employee Longevity – Mitch Girtz, 12 years

2.0 CONSENT (Routine items. No discussion. Approved by one motion.)
2.1 Check Register – September 2024
2.2 Regular Meeting Minutes – September 10, 2024
2.3 Resolution No. 24-11 - Approving Acquisition of Real Property from the City of Elk River – East Substation

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.3 – Commission – Management Roles

5.0 BUSINESS ACTION (Current business action requests and performance monitoring reports.)
5.1 Financial Report – August 2024
5.2 2025 Annual Business Plan: Electric and Water Expenses
5.3 Advanced Metering Infrastructure Update

6.0 BUSINESS DISCUSSION (Future business planning, general updates, and informational reports.)
6.1 Staff Updates
6.2 City Council Updates
6.3 Future Planning (Announce the next regular meeting, special meeting, or planned quorum.)
a. Regular Commission Meeting – November 12, 2024
b. 2024 Governance Agenda
6.4 Other Business (Items added during agenda approval.)

7.0 ADJOURN REGULAR MEETING

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mark Hanson – General Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 1.4
SUBJECT: Recognition of Employee Longevity – Mitch Girtz, 12 Years	
ACTION REQUESTED: Recognize Mitch Girtz for 12 years of service and award the Longevity Bonus paycheck.	

BACKGROUND:
In September 2021, the Commission approved a Longevity Pay benefit to be paid to qualifying, eligible employees based on their years of service according to the schedule below.

8 years	$1,550
12 years	$2,025
16 years	$2,100
20 years	$2,125
24 years	$2,300
28 years	$3,000
32 years	$3,000

DISCUSSION:
Lead Lineworker Mitch Girtz has been an employee with ERMU since October 15, 2012, and, therefore, has earned the 12-year longevity pay benefit. We recognize Mitch and all his contributions to the success of ERMU through his service.

CHECK REGISTER

September 2024

APPROVED BY:

____
Paul Bell

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John Dietz

____
Mary Stewart

____
Matt Westgaard

____
Nick Zerwas

Payroll/Labor
Check Register Totals

09/13/2024 To 09/13/2024

Pays		Job	Amount	Hours
Gross Pay				
2	Reg Hourly		98,620.71	2,222.00
20	Reg Salary		39,337.90	518.00
3	Overtime		26,754.95	311.59
4	Double Time		0.00	0.00
5	On-Call/Stand-by		3,050.32	56.00
24	FLSA		141.62	0.00
25	Rest Time		985.83	18.00
10	Bonus Pay		1,097.63	19.00
18	Commissioner Reimb - Electric		600.00	0.00
104	Commission Stipend		60.00	0.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		11,482.14	216.50
SICK	Sick Pay		3,524.79	89.75
HOL	Holiday Pay		17,939.28	352.00
78	Retro Earnings		0.00	0.00
5-2	On-Call/Stand-by/OT		1,626.06	18.75
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		1,176.59	16.41
4C	Double Time-Comp Time		0.00	0.00
CM3C	Overtime-Comp Time Adjusted		-1,176.59	-16.41
CM4C	Double Time-Comp Time Adjusted		0.00	0.00
COMP	Comp Time Taken		1,180.18	21.00
106	Longevity Pay		0.00	0.00
10W	Bonus Pay		449.14	10.75
103W	Bonus Pay Overtime		0.00	0.00
	Gross Pay Total:		207,015.55	3,853.34
	Total Pays:		207,015.55	3,853.34

Payroll/Labor
Check Register Totals

09/27/2024 To 09/27/2024

Pays		Job	Amount	Hours
Gross Pay				
2	Reg Hourly		121,993.98	2,678.25
20	Reg Salary		44,753.42	589.00
3	Overtime		2,050.18	25.50
4	Double Time		0.00	0.00
5	On-Call/Stand-by		2,894.28	56.00
24	FLSA		106.91	0.00
25	Rest Time		0.00	0.00
10	Bonus Pay		1,039.86	18.00
105	Perf. Metr. Distr.		0.00	0.00
VAC	Vacation Pay		9,010.48	179.40
SICK	Sick Pay		4,484.90	93.75
HOL	Holiday Pay		0.00	0.00
78	Retro Earnings		0.00	0.00
5-2	On-Call/Stand-by/OT		1,247.21	14.50
10-3	Bonus Pay Overtime		43.33	0.50
PVT	Purchased Vacation Time		175.00	5.60
PTOY	Personal Day - Year		0.00	0.00
3C	Overtime-Comp Time		542.49	9.00
4C	Double Time-Comp Time		0.00	0.00
CM3C	Overtime-Comp Time Adjusted		-542.49	-9.00
CM4C	Double Time-Comp Time Adjusted		0.00	0.00
COMP	Comp Time Taken		192.02	3.50
106	Longevity Pay		0.00	0.00
10W	Bonus Pay		1,462.30	35.00
103W	Bonus Pay Overtime		0.00	0.00
	Gross Pay Total:		189,453.87	3,699.00
	Total Pays:		189,453.87	3,699.00

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 1 - GENERAL FUND

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
2371	9/4/24	WIRE	5655	FIRST DATA	CC FEES - AUG 2024	5,069.90
					CC FEES - AUG 2024	1,267.47
					CC FEES - AUG 2024	2,285.12
					CC FEES - AUG 2024	571.28
					CC FEES - AUG 2024	491.59
					CC FEES - AUG 2024	122.90
					CC FEES - AUG 2024	1,052.30
					CC FEES - AUG 2024	263.08
					CC FEES - AUG 2024	51.92
					CC FEES - AUG 2024	12.98
					CC FEES - AUG 2024	770.94
					CC FEES - AUG 2024	192.74
					Total for Check/Tran - 2371:	12,152.22
					Total for Bank Account - 1 : (1)	12,152.22

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4498	9/4/24	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	15,459.99
					PAYROLL TAXES - FEDERAL & FICA	21,991.50
					PAYROLL TAXES - FEDERAL & FICA	2,656.81
					PAYROLL TAXES - FEDERAL & FICA	4,550.36
					Total for Check/Tran - 4498:	44,658.66
4499	9/4/24	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY	562.52
4500	9/4/24	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	223.66
					W&A MANAGER CONTRIBUTION	336.88
					WENZEL EMPLOYEE CONTRIBUTIONS	1,407.40
					WENZEL MANAGER CONTRIBUTIONS	238.75
					DEF COMP ROTH CONTRIBUTIONS W&A	916.35
					WENZEL EE ROTH MGR CONTRIBUTIONS	98.13
					W&A EMPLOYER CONTRIBUTION	155.92
					W&A MANAGER CONTRIBUTION	51.32
					WENZEL EMPLOYEE CONTRIBUTIONS	106.25
					WENZEL MANAGER CONTRIBUTIONS	26.79
					DEF COMP ROTH CONTRIBUTIONS W&A	198.97
					WENZEL EE ROTH MGR CONTRIBUTIONS	24.53
					Total for Check/Tran - 4500:	3,784.95
4501	9/4/24	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	9,479.96
					PERA CONTRIBUTIONS	10,938.40
					PERA EMPLOYEE CONTRIBUTION	1,886.34
					PERA CONTRIBUTIONS	2,176.56
					Total for Check/Tran - 4501:	24,481.26
4502	9/5/24	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	6,876.36
					PAYROLL TAXES - STATE	1,337.90
					Total for Check/Tran - 4502:	8,214.26
4503	9/5/24	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	2,043.05
					HCSP EMPLOYEE CONTRIBUTIONS	290.32

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 4503:	2,333.37
4504	9/5/24	WIRE	161	MNDCP (ELECTRONIC)	MNDCP EE MANAGER CONTRIBUTIONS		291.70
					MNDCP EMPLOYEE CONTRIBUTIONS		3,103.08
					MNDCP EMPLOYER CONTRIBUTION		1,764.07
					MNDCP EMPLOYER MGR CONTRIBUTION		493.44
					MNDCP EE ROTH CONTRIBUTIONS		688.58
					MNDCP EE ROTH MGR CONTRIBUTIONS		201.74
					MNDCP EE MANAGER CONTRIBUTIONS		42.14
					MNDCP EMPLOYEE CONTRIBUTIONS		248.20
					MNDCP EMPLOYER CONTRIBUTION		168.15
					MNDCP EMPLOYER MGR CONTRIBUTION		69.44
					MNDCP EE ROTH CONTRIBUTIONS		384.36
					MNDCP EE ROTH MGR CONTRIBUTIONS		27.30
						Total for Check/Tran - 4504:	7,482.20
4506	9/6/24	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION		2,310.62
					HSA EMPLOYEE CONTRIBUTION		435.45
						Total for Check/Tran - 4506:	2,746.07
4509	9/11/24	WIRE	166	ONLINE UTILITY EXCHANGE (ELECTR	UTILITY EXCHANGE REPORT - AUG 2024		462.48
					UTILITY EXCHANGE REPORT - AUG 2024		115.62
						Total for Check/Tran - 4509:	578.10
4510	9/16/24	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION		11,270.82
					PERA CONTRIBUTIONS		13,004.81
					PERA EMPLOYEE CONTRIBUTION		1,957.41
					PERA CONTRIBUTIONS		2,258.56
						Total for Check/Tran - 4510:	28,491.60
4511	9/16/24	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS		2,446.58
					HCSP EMPLOYEE CONTRIBUTIONS		300.09
						Total for Check/Tran - 4511:	2,746.67

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4512	9/16/24	WIRE	161	MNDCP (ELECTRONIC)	MNDCP EE MANAGER CONTRIBUTIONS	330.36
					MNDCP EMPLOYEE CONTRIBUTIONS	3,099.80
					MNDCP EMPLOYER CONTRIBUTION	1,674.70
					MNDCP EMPLOYER MGR CONTRIBUTION	553.99
					MNDCP EE ROTH CONTRIBUTIONS	688.49
					MNDCP EE ROTH MGR CONTRIBUTIONS	223.63
					MNDCP EE MANAGER CONTRIBUTIONS	46.41
					MNDCP EMPLOYEE CONTRIBUTIONS	239.95
					MNDCP EMPLOYER CONTRIBUTION	159.99
					MNDCP EMPLOYER MGR CONTRIBUTION	76.49
					MNDCP EE ROTH CONTRIBUTIONS	384.45
					MNDCP EE ROTH MGR CONTRIBUTIONS	30.08
					Total for Check/Tran - 4512:	7,508.34
4513	9/16/24	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT/LEVY	562.52
4514	9/17/24	WIRE	7463	FURTHER	HSA EMPLOYEE CONTRIBUTION	2,353.03
					HSA EMPLOYEE CONTRIBUTION	443.04
					Total for Check/Tran - 4514:	2,796.07
4515	9/17/24	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	228.70
					W&A MANAGER CONTRIBUTION	387.40
					WENZEL EMPLOYEE CONTRIBUTIONS	1,796.52
					WENZEL MANAGER CONTRIBUTIONS	267.64
					DEF COMP ROTH CONTRIBUTIONS W&A	959.52
					WENZEL EE ROTH MGR CONTRIBUTIONS	119.76
					W&A EMPLOYER CONTRIBUTION	157.17
					W&A MANAGER CONTRIBUTION	59.42
					WENZEL EMPLOYEE CONTRIBUTIONS	111.20
					WENZEL MANAGER CONTRIBUTIONS	29.48
					DEF COMP ROTH CONTRIBUTIONS W&A	209.88
					WENZEL EE ROTH MGR CONTRIBUTIONS	29.94

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					Total for Check/Tran - 4515:	4,356.63
4516	9/18/24	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	20,357.17
					PAYROLL TAXES - FEDERAL & FICA	25,687.90
					PAYROLL TAXES - FEDERAL & FICA	2,731.69
					PAYROLL TAXES - FEDERAL & FICA	4,351.66
					Total for Check/Tran - 4516:	53,128.42
4517	9/19/24	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	8,493.14
					PAYROLL TAXES - STATE	1,311.26
					Total for Check/Tran - 4517:	9,804.40
4518	9/20/24	WIRE	7463	FURTHER	HSA ER CONTRIBUTION - 188 BALANCE	755.00
					HSA ER CONTRIBUTION - 188 BALANCE	188.75
					Total for Check/Tran - 4518:	943.75
4519	9/23/24	WIRE	7463	FURTHER	ADMINISTRATIVE FEE INVOICE - SEPT 2024	125.00
					ADMINISTRATIVE FEE INVOICE - SEPT 2024	25.50
					Total for Check/Tran - 4519:	150.50
4521	9/23/24	WIRE	174	MINNESOTA REVENUE SALES TX (ELE	SALES AND USE TAX - AUG 2024	276,170.84
					SALES AND USE TAX - AUG 2024	-0.31
					SALES AND USE TAX - AUG 2024	19,497.47
					Total for Check/Tran - 4521:	295,668.00
4522	9/25/24	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 164	153.86
					FSA CLAIM REIMBURSEMENTS - 164	38.46
					Total for Check/Tran - 4522:	192.32
4523	9/18/24	WIRE	7463	FURTHER	FSA CLAIM REIMBURSEMENTS - 164	153.86
					FSA CLAIM REIMBURSEMENTS - 164	38.46
					Total for Check/Tran - 4523:	192.32
20312	9/5/24	DD	724	ALLEGIANT UTILITY SERVICES, LLC	WATER METER INSTALL - 8-1 to 8-15-24	31,493.16
					WATER METER INSTALL - 8-1 to 8-15-24	-2,299.04
					Total for Check/Tran - 20312:	29,194.12

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
20313	9/5/24	DD	665	MICHAEL ATWOOD	EMPLOYEE CLOTHING - 191 BOOTS	194.99
20314	9/5/24	DD	6	BEAUDRY OIL COMPANY	Oil Dispensing	9,290.28
					DEF REEL	-678.19
					Oil Dispensing	1,327.19
					DEF REEL	-96.89
					EXTRA EQUIPMENT - DEF REEL	1,602.69
					EXTRA EQUIPMENT - DEF REEL	228.96
					Total for Check/Tran - 20314:	11,674.04
20315	9/5/24	DD	3667	ELFERING & ASSOCIATES	PROFESSIONAL SERVICES - JULY 2024	217.50
					PROFESSIONAL SERVICES - JULY 2024	3,552.50
					Total for Check/Tran - 20315:	3,770.00
20316	9/5/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 2 - ACCT 41038 - JULY 2024	117.27
					CYCLE 2 - ACCT 41038 - JULY 2024	6.17
					CYCLE 2 - INV GRP 413 - JULY 2024	50.00
					CYCLE 2 - INV GRP 413 - JULY 2024	316.00
					CYCLE 2 - INV GRP 436 - JULY 2024	3,268.51
					Total for Check/Tran - 20316:	3,757.95
20317	9/5/24	DD	3624	ESRI	esri	23,732.50
					esri	5,933.13
					Total for Check/Tran - 20317:	29,665.63
20318	9/5/24	DD	809	HAWKINS, INC.	CHLORINE CYLINDER RENTAL	110.00
					Water Chemicals	2,020.13
					Total for Check/Tran - 20318:	2,130.13
20319	9/5/24	DD	7826	KENNEDY & GRAVEN, CHARTERED	LEGAL SERVICES - JULY 2024	1,956.24
					LEGAL SERVICES - JULY 2024	279.46
					Total for Check/Tran - 20319:	2,235.70
20320	9/5/24	DD	8897	RALPHIE'S MINNOCO	RALPHIE'S MINNOCO	41.27
20321	9/5/24	DD	130	RESCO	Transformer	38,264.00

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					Transformer		19,132.00
					Discount		-28.70
					Transformer		19,573.00
					Discount		-9.79
						Total for Check/Tran - 20321:	76,930.51
20322	9/5/24	DD	9276	RUSSELL STUHR	Mileage		71.82
20323	9/5/24	DD	135	WATER LABORATORIES INC	WATER SAMPLING - AUG 2024		360.00
20374	9/12/24	DD	724	ALLEGIANT UTILITY SERVICES, LLC	WATER METER INSTALL - 6/16 to 6/30/24		17,706.60
					WATER METER INSTALL - 6/16 to 6/30/24		-1,292.60
					WATER METER INSTALL - 8/16 to 8/31/24		32,418.72
					WATER METER INSTALL - 8/16 to 8/31/24		-2,366.60
						Total for Check/Tran - 20374:	46,466.12
20375	9/12/24	DD	728	ARCHER PLUMBING LLC	WATER METER REPAIRS - 192ND & ZANE		800.00
					WATER METER REPAIRS - TYLER ST		300.00
						Total for Check/Tran - 20375:	1,100.00
20376	9/12/24	DD	550	BAKER TILLY USA, LLP	COMPENSATION STUDY FINAL BILL		332.00
					COMPENSATION STUDY FINAL BILL		83.00
						Total for Check/Tran - 20376:	415.00
20377	9/12/24	DD	5133	PAUL BELL	MMUA SUMMER CONF MILEAGE - 160		224.05
					MMUA SUMMER CONF MILEAGE - 160		56.01
						Total for Check/Tran - 20377:	280.06
20378	9/12/24	DD	9	BORDER STATES ELECTRIC SUPPLY	Connector		1,120.91
					HARD HAT CHIN STRAPS		-3.50
					HARD HAT CHIN STRAPS		47.97
					SPLICES		1,807.86
					SPLICES		-40.69
					WIRE		46,440.78
					PADDLE		-88.41

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					Mtce of URD Primary		1,211.16
					COMPRESSION SLEEVE		98.11
					COMPRESSION SLEEVE		-7.15
					SPLICE		-272.15
					SPLICE		272.15
						Total for Check/Tran - 20378:	50,587.04
20379	9/12/24	DD	8843	CAMPBELL KNUTSON	LEGAL SERVICES - AUG 2024		1,094.40
					LEGAL SERVICES - AUG 2024		273.60
						Total for Check/Tran - 20379:	1,368.00
20380	9/12/24	DD	11	CITY OF ELK RIVER	FRANCHISE FEE CREDIT - JULY 2024		-625.00
					REVENUE TRANSFER - AUG 2024		168,249.49
					SEWER BILLED - AUG 2024		233,948.91
					STORMWATER BILLED - AUG 2024		56,534.63
					TRASH BILLED - AUG 2024		165,343.30
						Total for Check/Tran - 20380:	623,451.33
20381	9/12/24	DD	7448	CRC	CUSTOMER SERVICE AFTER HOURS		3,236.06
					CUSTOMER SERVICE AFTER HOURS		809.01
						Total for Check/Tran - 20381:	4,045.07
20382	9/12/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 3 - INV GRP 414 - JULY 2024		100.00
					CYCLE 3 - INV GRP 414 - JULY 2024		547.50
					CYCLE 3 - INV GRP 395 - JULY 2024		15,319.93
					CYCLE 4 - INV GRP 415 - AUG 2024		150.00
					CYCLE 4 - INV GRP 415 - AUG 2024		1,511.10
					CYCLE 4 - INV GRP 396 - AUG 2024		262.99
						Total for Check/Tran - 20382:	17,891.52
20383	9/12/24	DD	671	FASTENAL COMPANY	Red Locate Paint		414.62
20384	9/12/24	DD	8494	MITCH GIRTZ	DIESEL & DEF FLUID		144.76
20385	9/12/24	DD	91	GOPHER STATE ONE-CALL	LOCATES FOR - AUG 2024		548.91

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					LOCATES FOR - AUG 2024	28.89
					Total for Check/Tran - 20385:	577.80
20386	9/12/24	DD	846	HACH COMPANY	MISC PARTS & SUPPLIES	-128.89
					MISC PARTS & SUPPLIES	1,765.63
					Total for Check/Tran - 20386:	1,636.74
20387	9/12/24	DD	809	HAWKINS, INC.	Water Chemicals	1,141.30
					Water Chemicals	1,809.04
					Total for Check/Tran - 20387:	2,950.34
20388	9/12/24	DD	5686	HYDROCORP	BACKFLOW DEVICE INSPECTION - AUG 2024	1,261.00
20389	9/12/24	DD	7826	KENNEDY & GRAVEN, CHARTERED	LEGAL SERVICES - JULY 2024	957.50
20390	9/12/24	DD	417	LOCATORS & SUPPLIES INC.	SAFETY GLASSES	135.42
					SAFETY GLASSES	33.85
					Total for Check/Tran - 20390:	169.27
20391	9/12/24	DD	330	METRO SALES, INC	COPIER MTC CONTRACT - 7/21 to 8/20/24	158.61
					COPIER MTC CONTRACT - 7/21 to 8/20/24	39.65
					Total for Check/Tran - 20391:	198.26
20392	9/12/24	DD	1001	MINNESOTA MUNICIPAL POWER AGEN	PURCHASED POWER - AUG 2024	2,505,227.51
					PURCHASED POWER - AUG 2024	595,717.26
					Total for Check/Tran - 20392:	3,100,944.77
20393	9/12/24	DD	5056	PLAISTED COMPANIES, INC.	BUCKSHOT	54.94
20394	9/12/24	DD	5131	DANIEL R PLUDE	Electric license	380.00
					Mileage - Electric license	158.92
					Total for Check/Tran - 20394:	538.92
20395	9/12/24	DD	130	RESCO	Transformer	46,124.00
					Transformer	78,830.85
					Transformer	3,753.85
					Discount	-41.29

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 20395:	128,667.41
20396	9/12/24	DD	610	WRIGHT HENNEPIN COOPERATIVE ELE	SECURITY - 1705 & 1435 MAIN ST		54.55
					SECURITY - 1705 & 1435 MAIN ST		7.79
						Total for Check/Tran - 20396:	62.34
20397	9/12/24	DD	753	NICK ZERWAS	MMUA SUMMER CONF MILEAGE - 189		229.41
					MMUA SUMMER CONF MILEAGE - 189		57.35
						Total for Check/Tran - 20397:	286.76
20443	9/26/24	DD	191	AMERICAN PAYMENT CENTERS	DROP BOX CHARGES - 2024 QTR 4		224.38
					DROP BOX CHARGES - 2024 QTR 4		56.10
						Total for Check/Tran - 20443:	280.48
20444	9/26/24	DD	3599	JOHN DIETZ	MMUA SUMMER CONF HOTEL - 20		236.91
					MMUA SUMMER CONF HOTEL - 20		59.23
						Total for Check/Tran - 20444:	296.14
20445	9/26/24	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 1 - INV GRP 421 - AUG 2024		6,805.21
					CYCLE 1 - ACCT 183 - AUG 2024		773.03
					CYCLE 1 - INV GRP 101 - AUG 2024		3,497.51
					CYCLE 1 - INV GRP 101 - AUG 2024		33.64
					CYCLE 1 - INV GRP 101 - AUG 2024		1,286.16
					CYCLE 1 - INV GRP 101 - AUG 2024		546.35
					CYCLE 1 - INV GRP 101 - AUG 2024		321.54
					CYCLE 1 - INV GRP 325 - AUG 2024		325.00
					CYCLE 1 - INV GRP 325 - AUG 2024		15,566.07
						Total for Check/Tran - 20445:	29,154.51
20446	9/26/24	DD	4984	ANGELA HAUGE	Schools and Meetings		27.47
					Schools and Meetings		960.72
						Total for Check/Tran - 20446:	988.19
20447	9/26/24	DD	417	LOCATORS & SUPPLIES INC.	Flags		1,283.36
20448	9/26/24	DD	9214	MOODY'S INVESTORS SERVICE, INC.	ANNUAL FEE - 9/1/23 to 8/31/24		1,000.00

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
20449	9/26/24	DD	9300	NISC	PRINT SERVICES - AUG 2024	6,468.20
					PRINT SERVICES - AUG 2024	1,919.38
					PRINT SERVICES - AUG 2024	1,617.06
					MISC INVOICE - AUG 2024	695.04
					MISC INVOICE - AUG 2024	173.77
					AGREEMENTS INVOICE - AUG 2024	53.84
					AGREEMENTS INVOICE - AUG 2024	758.70
					AGREEMENTS INVOICE - AUG 2024	11,054.05
					AGREEMENTS INVOICE - AUG 2024	279.96
					AGREEMENTS INVOICE - AUG 2024	325.15
					AGREEMENTS INVOICE - AUG 2024	2,466.47
					AGREEMENTS INVOICE - AUG 2024	69.99
					Total for Check/Tran - 20449:	25,881.61
20450	9/26/24	DD	603	ROYAL SUPPLY INC	CLEANING SUPPLIES	298.26
					CLEANING SUPPLIES	42.61
					Total for Check/Tran - 20450:	340.87
20451	9/26/24	DD	74	SCOTT THORESON	OVERHEAD SCHOOL MEAL - 19	16.08
20452	9/26/24	DD	628	VICTORY CLEANING SERVICES, LLC	MONTHLY CLEANING 1435 MAIN	3,156.42
					MONTHLY CLEANING 1435 MAIN	450.92
					MONTHLY CLEANING - 1705 MAIN ST	188.78
					MONTHLY CLEANING - 1705 MAIN ST	26.97
					Total for Check/Tran - 20452:	3,823.09
20453	9/26/24	DD	754	WISS, JANNEY, ELSTNER ASSOC, INC	SLAB EVALUATION - 1435 MAIN ST	5,376.88
					SLAB EVALUATION - 1435 MAIN ST	768.12
					Total for Check/Tran - 20453:	6,145.00
88190	9/5/24	CHK	4531	AT & T MOBILITY	CELL PHONES & iPAD BILLING	32.84
					CELL PHONES & iPAD BILLING	2,691.35
					CELL PHONES & iPAD BILLING	14.07
					CELL PHONES & iPAD BILLING	558.90

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					CELL PHONES & iPAD BILLING	36.88
					CELL PHONES & iPAD BILLING	2,396.53
					CELL PHONES & iPAD BILLING	15.80
					CELL PHONES & iPAD BILLING	389.05
					Total for Check/Tran - 88190:	6,135.42
88191	9/5/24	CHK	654	BULLFROG IND	PAINTING ELECTRICAL CABINET	1,100.00
88192	9/5/24	CHK	28	CINTAS	MATS & TOWELS	308.37
					MATS & TOWELS	44.06
					MATS & TOWELS	308.37
					MATS & TOWELS	44.06
					MATS & TOWELS	308.37
					MATS & TOWELS	44.06
					Total for Check/Tran - 88192:	1,057.29
88193	9/5/24	CHK	436	DAKOTA SUPPLY GROUP	Fiber	5,440.00
88194	9/5/24	CHK	656	DGR ENGINEERING	PROFESSIONAL SERVICES - JULY 2024	2,697.50
88195	9/5/24	CHK	729	EPS, INC	Fiber	450.00
					Fiber	450.00
					24-068	1,038.50
					24-068	1,038.50
					Fiber	748.62
					Fiber	748.62
					Fiber	748.63
					Fiber	1,497.25
					Fiber	748.63
					Fiber	748.63
					Fiber	748.62
					Fiber	900.00
					Fiber	1,450.00

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
						Total for Check/Tran - 88195:	11,316.00
88196	9/5/24	CHK	8247	FERGUSON WATERWORKS #2516	Ball Valve Cap		98.38
					MISC PARTS & SUPPLIES		109.01
					MISC PARTS & SUPPLIES		-7.97
					MISC PARTS & SUPPLIES		-167.42
					MISC PARTS & SUPPLIES		167.42
						Total for Check/Tran - 88196:	199.42
88197	9/5/24	CHK	9997	HPA US1 LLC	Credit Balance Refund		208.18
88198	9/5/24	CHK	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES		16.72
					OFFICE SUPPLIES		4.18
						Total for Check/Tran - 88198:	20.90
88199	9/5/24	CHK	9997	RICHARD KOCH	Credit Balance Refund		147.42
88200	9/5/24	CHK	9997	LEWIS CUSTOM HOMES, INC	Credit Balance Refund		200.50
88201	9/5/24	CHK	9997	YANA LIN	Credit Balance Refund		8.70
88202	9/5/24	CHK	8605	MARCO TECHNOLOGIES, LLC	PRINTER MTC CONTRACT - 7/24 to 8/23/24		1,035.59
					PRINTER MTC CONTRACT - 7/24 to 8/23/24		225.56
						Total for Check/Tran - 88202:	1,261.15
88203	9/5/24	CHK	145	MENARDS	WIPERS - UNIT 4,5,8,11 & 21		121.78
					HAND CREAM		33.34
					BROOM - UNIT #8		32.35
					WELL #6 CHLORINE ANALYZER		27.81
					MISC PARTS & SUPPLIES		67.65
					SHOP TOOLS		13.99
					SPRAY PAINT		6.45
					MISC PARTS & SUPPLIES		50.97
					REBATE		-4.39
					REBATE		-34.20

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					REBATE	-1.10
					Total for Check/Tran - 88203:	314.65
88204	9/5/24	CHK	119	MINNESOTA COMPUTER SYSTEMS INC	COPIER MTC CONTRACT - 7/12 to 8/11/24	17.26
					COPIER MTC CONTRACT - 7/12 to 8/11/24	4.32
					Total for Check/Tran - 88204:	21.58
88205	9/5/24	CHK	16	MINNESOTA DEPT OF HEALTH	WATER CONNECTION FEE - 2024 3RD QTR	13,955.00
88206	9/5/24	CHK	120	NAPA AUTO PARTS	HANDLE - UNIT #31	6.46
					SOCKET - UNIT #31	21.56
					Total for Check/Tran - 88206:	28.02
88207	9/5/24	CHK	811	PRIME ADVERTISING & DESIGN, INC.	MONTHLY HOSTING OF WEBSITE	40.00
					MONTHLY HOSTING OF WEBSITE	40.00
					MONTHLY HOSTING OF WEBSITE	20.00
					Service Agreement	1,500.00
					Total for Check/Tran - 88207:	1,600.00
88208	9/5/24	CHK	848	SHERBURNE COUNTY PUBLIC WORKS	UTILITY PERMIT	100.00
88209	9/5/24	CHK	8141	SPEEDCUTTERS OUTDOOR MAINTENA	LAWN MOWING SERVICES	867.69
					LAWN MOWING SERVICES	2,155.57
					Total for Check/Tran - 88209:	3,023.26
88210	9/5/24	CHK	6107	STUART C. IRBY CO.	VT PACKS & WIRING HARNESS	11,845.00
88211	9/5/24	CHK	690	SUNBELT SOLOMON	Transformer	38,800.00
88212	9/5/24	CHK	55	WESCO RECEIVABLES CORP.	Mtce of OH Primary	477.00
					Repair	685.31
					Total for Check/Tran - 88212:	1,162.31
88213	9/12/24	CHK	398	ALTEC INDUSTRIES, INC	PARTS & LABOR FOR UNIT #15	408.31
88214	9/12/24	CHK	9997	BEVERLY BEBEAU	Credit Balance Refund	100.14
88215	9/12/24	CHK	5224	BLUE CROSS BLUE SHIELD OF MINNES	VISION INSURANCE - OCT 2024	284.72

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					VISION INSURANCE - OCT 2024	70.99
					Total for Check/Tran - 88215:	355.71
88216	9/12/24	CHK	9997	THERESA BOLDUC	Credit Balance Refund	51.89
88217	9/12/24	CHK	9997	BLAKE BREDESON	INACTIVE REFUND	222.32
88218	9/12/24	CHK	9997	LAURA CHRISTENSEN	Credit Balance Refund	53.54
88219	9/12/24	CHK	54	CORE & MAIN LP	MISC PARTS & SUPPLIES	208.34
					Cable	100.70
					CABLE	-7.36
					Meter	2,715.12
					CORDONEL	-198.20
					TERMINAL SCREWS	309.32
					TERMINAL SCREWS	-22.57
					Total for Check/Tran - 88219:	3,105.35
88220	9/12/24	CHK	9997	JACOB CRAVENS	INACTIVE REFUND	303.13
88221	9/12/24	CHK	9997	TROY DAY	INACTIVE REFUND	277.55
88222	9/12/24	CHK	751	DELTA APARTMENTS	CIP - NEW CONSTRUCTION REBATE	9,130.47
88223	9/12/24	CHK	751	DELTA APARTMENTS	CIP - NEW CONSTRUCTION REBATE	9,130.47
88224	9/12/24	CHK	5579	DISTINCTIVE IRON, LLC	CIP - COMMERCIAL REBATE	410.06
88225	9/12/24	CHK	5204	DIVERSIFIED ADJUSTMENT SERVICE, I	COMMISSIONS DUE COLLECTION AGENCY	46.23
					COMMISSIONS DUE COLLECTION AGENCY	2.77
					Total for Check/Tran - 88225:	49.00
88226	9/12/24	CHK	9997	JEFF DRAGER	Credit Balance Refund	392.54
88227	9/12/24	CHK	19	ELK RIVER AREA CHAMBER OF COMM	COMMUNITY LEADERSHIP - 184	480.00
					COMMUNITY LEADERSHIP - 184	120.00
					MEMBERSHIP RENEWAL	512.00

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					MEMBERSHIP RENEWAL		128.00
						Total for Check/Tran - 88227:	1,240.00
88228	9/12/24	CHK	9192	ELK RIVER CUB FOODS	SAFETY MEETING SNACKS		61.09
					SAFETY MEETING SNACKS		15.27
						Total for Check/Tran - 88228:	76.36
88229	9/12/24	CHK	24	ELK RIVER PRINTING & VENTURE PRO	"RETURN TO" STICKERS		324.81
					"RETURN TO" STICKERS		81.20
						Total for Check/Tran - 88229:	406.01
88230	9/12/24	CHK	122	ELK RIVER WINLECTRIC	TRANSFORMER BOX PAD		12,204.80
					CONNECTORS & BUSHINGS		-0.03
					CONNECTORS & BUSHINGS		0.52
					WIRE		-13.37
					WIRE		183.17
					PIPE HANGER - WELL #6		5.29
					WIRE		8,112.20
					WIRE		-592.20
						Total for Check/Tran - 88230:	19,900.38
88231	9/12/24	CHK	9997	JUSTIN FEMRITE	INACTIVE REFUND		141.76
88232	9/12/24	CHK	8949	FS3 INC.	PARTS FOR UNIT #56		674.38
88233	9/12/24	CHK	340	FURNITURE AND THINGS	CIP - LIGHTING RETROFIT		601.66
88234	9/12/24	CHK	9997	BRANDON GOFF	INACTIVE REFUND		263.62
88235	9/12/24	CHK	9997	HAURI CONSTRUCTION LLC	INACTIVE REFUND		154.62
88236	9/12/24	CHK	631	HEALTHPARTNERS	DENTAL EE INSURANCE - OCT 2024		737.70
					DENTAL ER INSURANCE - OCT 2024		1,978.30
					MEDICAL EE INSURANCE - OCT 2024		8,816.90
					MEDICAL ER INSURANCE - OCT 2024		44,519.02
					DENTAL EE INSURANCE - OCT 2024		106.80

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
					DENTAL ER INSURANCE - OCT 2024	555.22
					MEDICAL EE INSURANCE - OCT 2024	2,239.10
					MEDICAL ER INSURANCE - OCT 2024	13,156.23
					Total for Check/Tran - 88236:	72,109.27
88237	9/12/24	CHK	5341	HUBBARD ELECTRIC	GFI - CHLORINATOR EQUIP WELL #6	584.71
88238	9/12/24	CHK	9997	TODD KILBURN	Credit Balance Refund	487.97
88239	9/12/24	CHK	9997	JILL KOLLES	Credit Balance Refund	228.55
88240	9/12/24	CHK	9997	LENNAR HOMES	Credit Balance Refund	9.00
88241	9/12/24	CHK	9997	LENNAR HOMES	Credit Balance Refund	104.53
88242	9/12/24	CHK	9997	LENNAR HOMES	Credit Balance Refund	118.84
88243	9/12/24	CHK	9997	LENNAR HOMES	Credit Balance Refund	105.05
88244	9/12/24	CHK	9997	BRADY MCGUIRE	INACTIVE REFUND	373.90
88246	9/12/24	CHK	40	MINNESOTA RURAL WATER ASSOC	MEMBERSHIP RENEWAL - 10/24 to 9/25	400.00
88247	9/12/24	CHK	9997	KYLE PERCY	Credit Balance Refund	20.33
88248	9/12/24	CHK	9997	JOSEPH POULIOT	Credit Balance Refund	257.92
88249	9/12/24	CHK	3796	PRO-TEC DESIGN, INC	RE-PROGRAM REPAIRED DOOR	382.50
88250	9/12/24	CHK	574	REPUBLIC SERVICES, INC	TRASH & RECYCLING SERVICE	1,652.30
					TRASH & RECYCLING SERVICE	236.04
					TRASH & RECYCLING SERVICE	322.95
					TRASH & RECYCLING SERVICE	56.05
					TRASH & RECYCLING SERVICE	8.01
					Total for Check/Tran - 88250:	2,275.35
88251	9/12/24	CHK	9997	CHELSIE SCHWARTZ	Credit Balance Refund	73.42

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88252	9/12/24	CHK	9997	SOCIETY OF ST VINCENT DE PAUL	Credit Balance Refund	103.43
88253	9/12/24	CHK	674	STAR ENERGY SERVICES LLC	PROFESSIONAL SERVICES - AUG 2024	581.00
88254	9/12/24	CHK	9997	DAN STORY	INACTIVE REFUND	155.07
88255	9/12/24	CHK	6107	STUART C. IRBY CO.	Mtce of OH Primary	172.50
88256	9/12/24	CHK	9997	KRIS THOMPSON	Credit Balance Refund	162.08
88257	9/12/24	CHK	5744	UNITED HEALTHCARE SERVICES, INC.	CIP - COMMERCIAL REBATE	17,714.62
88258	9/12/24	CHK	5744	UNITED HEALTHCARE SERVICES, INC.	CIP - COMMERCIAL REBATE	17,340.04
88259	9/12/24	CHK	3405	US POSTAL SERVICE	PO BOX RENEWAL	348.80
					PO BOX RENEWAL	87.20
					Total for Check/Tran - 88259:	436.00
88260	9/12/24	CHK	9997	JOHN VAALA	INACTIVE REFUND	201.93
88261	9/12/24	CHK	55	WESCO RECEIVABLES CORP.	Mtce of URD Primary	568.50
					INSERT	4,542.20
					Total for Check/Tran - 88261:	5,110.70
88262	9/26/24	CHK	2512	AMARIL UNIFORM COMPANY	Employee Clothing - 195	1,682.17
88263	9/26/24	CHK	301	BLACKS' LINEMAN SUPPY, INC	CABLE CUTTER	120.00
88264	9/26/24	CHK	8215	BROTHERS FIRE & SECURITY	ANNUAL MONITORING-FSB 9/24 TO 8/25	471.96
					ANNUAL MONITORING-FSB 9/24 TO 8/25	67.42
					Total for Check/Tran - 88264:	539.38
88265	9/26/24	CHK	9997	ALEX BROWN	INACTIVE REFUND	74.61
88266	9/26/24	CHK	3982	CENTERPOINT ENERGY	NATURAL GAS & IRON REMOVAL	359.84
					NATURAL GAS & IRON REMOVAL	88.59
					Total for Check/Tran - 88266:	448.43
88267	9/26/24	CHK	549	CHARTER COMMUNICATIONS	OFFICE TELEPHONE	194.54

Accounts Payable
Check Register

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference		Amount
					OFFICE TELEPHONE		48.64
						Total for Check/Tran - 88267:	243.18
88268	9/26/24	CHK	54	CORE & MAIN LP	METER COUPLINGS		738.40
					MISC PARTS & SUPPLIES		700.29
					PULSE CABLE		12,520.37
						Total for Check/Tran - 88268:	13,959.06
88269	9/26/24	CHK	9997	RONDA DISCH	INACTIVE REFUND		559.68
88270	9/26/24	CHK	9997	JOHN DOBRAVA	INACTIVE REFUND		524.99
88271	9/26/24	CHK	8949	FS3 INC.	Decal		239.05
					Locate Post		1,251.07
					PARTS FOR UNIT #56		1,973.94
						Total for Check/Tran - 88271:	3,464.06
88272	9/26/24	CHK	9997	G & R INVESTEMENTS, LLC.	INACTIVE REFUND		45.48
88273	9/26/24	CHK	9997	GEARED UP APPAREL LLC	INACTIVE REFUND		353.89
88274	9/26/24	CHK	730	GREATAMERICA FINANCIAL SERVICES	LEASE FOR COPIER AT PLANT		105.01
					LEASE FOR COPIER AT PLANT		26.26
						Total for Check/Tran - 88274:	131.27
88275	9/26/24	CHK	9997	JODI HENDERSHOTT	INACTIVE REFUND		201.00
88276	9/26/24	CHK	824	HOME DEPOT CREDIT SERVICES	HOME DEPOT		112.21
					HOME DEPOT		254.72
						Total for Check/Tran - 88276:	366.93
88277	9/26/24	CHK	5341	HUBBARD ELECTRIC	REPLACE SERVICE - 540 6TH ST		799.22
					REPLACE SERVICE - 540 6TH ST		-29.80
						Total for Check/Tran - 88277:	769.42
88278	9/26/24	CHK	9997	JESSE KENT	INACTIVE REFUND		197.47
88279	9/26/24	CHK	9997	KELLY KNIGGE	INACTIVE REFUND		29.59

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88280	9/26/24	CHK	8605	MARCO TECHNOLOGIES, LLC	PRINTER MTC CONTRACT - 9/1 to 10/1/24	308.09
					PRINTER MTC CONTRACT - 9/1 to 10/1/24	77.02
					Total for Check/Tran - 88280:	385.11
88281	9/26/24	CHK	9997	CHRIS MCWILLIAM	INACTIVE REFUND	55.83
88282	9/26/24	CHK	145	MENARDS	PAINT SUPPLIES	15.81
					PAINT SUPPLIES - 1705 MAIN DOORS	10.65
					ANCHORS FOR HOSE REEL - DEF FLUID	18.85
					BLANK COVERS	4.01
					GRAPHITE TUBE	16.08
					MISC PARTS & SUPPLIES	27.12
					MISC PARTS & SUPPLIES	28.71
					SAND	17.22
					CONNECTION - DEF FLUID REEL	10.41
					SOLDERING IRON - METER SHOP	20.49
					MISC PARTS & SUPPLIES	10.22
					DRILL PRESS VISE	30.18
					WALL HOLE PATCH	8.68
					WALL HOLE PATCH	1.24
					WALL HOLE PATCH	9.42
					WALL HOLE PATCH	1.35
					Total for Check/Tran - 88282:	230.44
88283	9/26/24	CHK	119	MINNESOTA COMPUTER SYSTEMS INC	COPIER MTC CONTRACT - 8/12 to 9/11/24	17.26
					COPIER MTC CONTRACT - 8/12 to 9/11/24	4.32
					Total for Check/Tran - 88283:	21.58
88284	9/26/24	CHK	7293	MINNESOTA DEPT OF COMMERCE	2025 Q2 CIP INDIRECT ASSESSMENT	7,919.21
88285	9/26/24	CHK	573	NCPERS MINNESOTA	EXTRA LIFE INSURANCE - OCT 2024	224.80
					EXTRA LIFE INSURANCE - OCT 2024	15.20
					Total for Check/Tran - 88285:	240.00

09/01/2024 To 09/30/2024

Bank Account: 5 - GENERAL FUND WITHDRAWALS

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
88286	9/26/24	CHK	9997	PHOENIX ENTERPRISES LLC	Credit Balance Refund	429.93
88287	9/26/24	CHK	22	PLUNKETT'S PEST CONTROL, INC	FALL EXTERIOR SERVICE	1,476.92
					FALL EXTERIOR SERVICE	210.99
					Total for Check/Tran - 88287:	1,687.91
88288	9/26/24	CHK	9997	EMILY POULIOT	INACTIVE REFUND	75.57
88289	9/26/24	CHK	9997	MELISSA RASMUSSEN	INACTIVE REFUND	210.87
88290	9/26/24	CHK	9997	ROSEMARY STROMMER	INACTIVE REFUND	385.14
88291	9/26/24	CHK	6107	STUART C. IRBY CO.	WIRE	44,660.00
88292	9/26/24	CHK	9997	TED SWANSON	INACTIVE REFUND	150.23
88293	9/26/24	CHK	9997	TALL PINES 2 LLC	Credit Balance Refund	227.82
88294	9/26/24	CHK	3360	THE UPS STORE 5093	SHIPPING	33.96
					SHIPPING	37.81
					Total for Check/Tran - 88294:	71.77
88295	9/26/24	CHK	9999	VOSS UTILITIES & PLUMBING	Hydrant Rental Deposit Refund	993.10
88296	9/26/24	CHK	9997	AMANDA WELLNER	INACTIVE REFUND	432.98
88297	9/26/24	CHK	55	WESCO RECEIVABLES CORP.	Mtce of URD Primary	1,644.53
					Mtce of OH Primary	105.72
					TRANSFORMER BOX PAD	4,063.22
					TRANSFORMER BOX PAD	1,741.38
					Total for Check/Tran - 88297:	7,554.85
88298	9/26/24	CHK	9997	MARGARET WILLIAMS	INACTIVE REFUND	150.00
					Total for Bank Account - 5 : (177)	5,072,281.22
					Grand Total : (178)	5,084,433.44

Accounts Payable
Check Register

PARAMETERS ENTERED:

Check Date:	09/01/2024 To 09/30/2024
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

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

September 10, 2024

Members Present:	Chair John Dietz, Vice Chair Mary Stewart, Commissioners Paul Bell, Matt Westgaard, and Nick Zerwas
ERMU Staff Present:	Mark Hanson, General Manager Sara Youngs, Administrations Director Melissa Karpinski, Finance Manager Tony Mauren, Governance & Communications Manager Tom Geiser, Operations Director Chris Sumstad, Electric Superintendent Mike Tietz, Technical Services Superintendent Dave Ninow, Water Superintendent Jenny Foss, Communications & Administrative Coordinator
Others Present:	Jared Shepherd, Attorney; Cal Portner, City Administrator

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 Stewart and seconded by Commissioner Bell to approve the September 10, 2024, agenda. Motion carried 5-0

1.4 Resolution Recognizing 2024 Public Power Week

Mr. Sumstad presented his memo asking the Commission to recognize Public Power Week 2024. Mr. Sumstad explained that ERMU is proud to be a public power provider with a goal of providing reliable, affordable power that is beneficial to the community. Mr. Sumstad also highlighted how well public power utilities support one another, citing a recent example with mutual aid provided to those utilities in the area with outages after major storms in August.

Moved by Commissioner Westgaard and seconded by Commissioner Bell to adopt Resolution 24-8, recognizing Public Power Week, October 6-12, 2024. Motion carried 5-0.

1.5 **Resolution Recognizing 2024 Customer Service Week**

Ms. Youngs presented her memo and requested commission adoption of Resolution 24-9 to recognize 2024 Customer Service Week.

Moved by Commissioner Zerwas and seconded by Commissioner Stewart to adopt Resolution 24-9, recognizing Customer Service Week, October 7-11, 2024. Motion carried 5-0.

2.0 CONSENT AGENDA (Approved By One Motion)

Commissioner Bell sought clarification on the minutes for the item 5.1 - 2024 Compensation Study Update with regards to the Utilities Performance Metric Incentive Compensation (UPMIC). There was discussion.

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

2.1 Check Register – August 2024
2.2 Regular Meeting Minutes – August 13, 2024

Motion carried 5-0.

3.0 OPEN FORUM

No one appeared for open forum.

4.0 POLICY & COMPLIANCE

4.1 **Commission Policy Review – G.2h – Independent Advisors to the Commission**

Mr. Mauren presented his memo to review the policy. The Commission had no recommended changes or updates to the policy.

5.0 BUSINESS ACTION

5.1 **Financial Report – July 2024**

Ms. Karpinski presented the financial report for July 2024 which showed usage for electric and water being down.

Ms. Karpinski also noted there will be an adjustment in October from correcting the underbilling of a large customer from the middle of March to July 31. Ms. Karpinski stated that adding the $229,000 to electric finances will also improve numbers.

Ms. Youngs explained that under statute the underbilled customer would have as many months as the underbilling had occurred to pay the balance. There was discussion.

Moved by Commissioner Stewart and seconded by Commissioner Bell to receive the July 2024 Financial Report. Motion carried 5-0.

5.2 **<u>2025 Annual Business Plan: Capital Projects & Equipment Purchases, and 20-Year Capital Projections</u>**

Ms. Karpinski presented for review a portion of the 2025 Annual Business Plan with the entire plan to be approved in December. Ms. Karpinski explained that some of the reserves would be spent on some of the major projects as expected.

Chair Dietz asked if there was still going to be an interfund loan from the water department to the electric department to cover a portion of the Advanced Metering Infrastructure (AMI) project as the Commission had previously discussed.

Ms. Karpinski explained the loan had not occurred yet as ERMU is still waiting for most of the electric meters to be delivered.

There was discussion about the Water Main Construction line item listed at $1,450,000. Mr. Ninow explained that a good portion of the pipe in the Upland Street/ Meadowvale Road area is from 1960, undersized, and needing to be replaced.

Commissioner Westgaard inquired about the $185,000 for Highway 169 Redefine project which is expected to be complete in late 2024.

Staff explained this amount was being carried over for an eventual settling of unanticipated expenses at the project completion.

5.3 **<u>Decommissioning of ERMU Power Plant</u>**

Mr. Hanson presented his memo and resolution to decommission the ERMU power plant.

Moved by Commissioner Zerwas and seconded by Commissioner Westgaard to adopt Resolution 24-10, authorizing the decommission of the ERMU Power Plant. Motion carried 5-0.

There was discussion about future plans for the building and the engines within. Mr. Hanson explained that he would look to work with an architect to create a high-level cost estimate to make the space usable for other administrative functions which will be presented to the Commission at a future meeting. Mr. Hanson shared the engines could likely be sold.

5.4 Advanced Metering Infrastructure Update

Mr. Tietz presented his memo adding that Allegiant Utility Services, the company performing electric and water meter installations, forecasted a four-and-a-half-month completion timeline, though Mr. Tietz added his opinion that it would likely take a little longer.

Chair Dietz asked if Archer Plumbing was doing all the commercial water meter replacements.

Mr. Tietz responded that Allegiant was changing the small commercial water meters and Archer would do the larger commercial meter change outs.

Chair Dietz asked how often ERMU staff must perform a meter exchange that Allegiant is unable to do.

Mr. Tietz responded that it has been a rare occurrence.

Regarding the delay in receiving the latest shipment of electric meters, Chair Dietz asked if any of the available meters had been installed. Staff responded that around 1,400 electric meters had been installed by ERMU staff.

Chair Detz asked staff if they expect there to be electric meter supply issues throughout the project.

Mr. Tietz responded there are signs of improvements, but the issues are seeming to continue.

There was discussion about the installation process.

6.0 BUSINESS DISCUSSION

6.1 Staff Updates

Mr. Hanson informed the Commission there would be an update on the settlement with RJM Construction for the closeout of the field services building project at a future meeting.

The Commission chose to host a Staff Appreciation Lunch at the field services building on October 8.

Mr. Geiser informed the Commission that Temporary Lineworker Adam Jurek had been hired on as full-time staff to fill a vacancy.

Mr. Tietz informed the commission that the system engineer position had been posted on several hiring outlets.

6.2 **City Council Update**

Commissioner Westgaard provided a City Council update.

There was discussion about applying the appropriate service rate for residential customers operating a business on their property. Staff expects future discussion on this matter.

6.3 **Minnesota Municipal Utilities Association Summer Conference Discussion**

There was discussion about the MMUA Summer Conference. There was consensus that the content of the conference was beneficial, and it was a good learning opportunity.

6.4 **Future Planning**

Chair Dietz announced the following:

a. Regular Commission Meeting – October 8, 2024
b. 2024 Governance Agenda

6.5 **Other Business**

Chair Dietz noted that Commissioner Bell was to be named the City's Volunteer of the Month and presented his plaque as he would not be able to attend the council meeting.

7.0 ADJOURN REGULAR MEETING

Moved by Commissioner Bell and seconded by Commissioner Stewart to adjourn the regular meeting of the Elk River Municipal Utilities Commission at 4:30 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

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mark Hanson – General Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 2.3
SUBJECT: Resolution No. 24-11 - Approving Acquisition of Real Property from the City of Elk River – East Substation	
ACTION REQUESTED: Approve Resolution No. 24-11	

BACKGROUND:
On August 27, 2024, the City Council approved a Conditional Use Permit (CUP) authorizing construction of an electrical substation on Lot 1, Block 1, Natures Edge Business Center Third Addition. The site is currently owned by the City but has been planned for use as an Elk River Municipal Utilities (ERMU) substation since its acquisition by the City. The City's CUP approval requires ERMU to assume ownership of the parcel, as it is not the City's desire to own a substation.

DISCUSSION:
The City Council will review a resolution approving the conveyance of the lot to ERMU at their October 7 council meeting. If approved by the Council, the Commission will need to approve the attached resolution conveying the lot for the development of ERMU's East substation.

ATTACHMENT:
- Resolution No. 24-11 - Approving Acquisition of Real Property from the City of Elk River – East Substation

RESOLUTION NO. 24-11
BOARD OF COMMISSIONERS
ELK RIVER MUNICIPAL UTILITIES

A RESOLUTION APPROVING ACQUISITION OF REAL PROPERTY FROM THE CITY OF ELK RIVER

WHEREAS, the City of Elk River ("City") is the fee owner of the real property located at in the City of Elk River, County of Sherburne, State of Minnesota, which is legally described as follows:

> **Lot 1, Block 1, Natures Edge Business Center Third Addition**
> (PID: 75-00915-0105) (the "Property");

WHEREAS, the City Council of the City of Elk River adopted Resolution No. 24-11, approving the conveyance of the Property to Elk River Municipal Utilities, a Minnesota municipal utility ("ERMU"), for use as a substation;

WHEREAS, ERMU wishes to accept the Property for this purpose and use;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF ELK RIVER MUNICIPAL UTILITIES, BASED UPON THE FOREGOING RECITALS INCORPORATED HEREIN, AS FOLLOWS:

1. The acquisition of the Property by ERMU from the City of Elk River by Quit Claim Deed is approved.

2. ERMU will cooperate with the City of Elk River in the execution and recording of the Quit Claim Deed and any other documents necessary to the completion of the conveyance, if any.

3. The Chair of the ERMU Board of Commissioners and the ERMU General Manager are authorized to execute any documents necessary to the completion of the conveyance, if any.

This Resolution Passed and Adopted this 8th day of October, 2024.

____
John J. Dietz, Chair

____
Mark Hanson, General Manager

232693v1

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Tony Mauren – Governance & Communications Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 4.1
SUBJECT: Commission Policy Review – G.3 – Commission-Management Roles	
ACTION REQUESTED: Review the policy and provide comment	

BACKGROUND/DISCUSSION:
This month commissioners are reviewing policy G.3 – Commission-Management Roles to make comments, ask questions, or recommend updates. Commissioners may notice we are skipping G.2i – Electronic Signatures as it is a newer policy, adopted in August 2023.

With policy G.3, the Commission describes the general nature of its working relationship with the General Manager and distinguishes its role as the governing body from the role of the General Manager, management, and staff.

Staff is not recommending any changes to the policy.

ATTACHMENTS:
- ERMU Policy – G.3 – Commission-Management Roles

Elk River Municipal Utilities

COMMISSION POLICY

Section: Governance	Category: Commission – Management Connection Policies
Policy Reference: **G.3**	Policy Title: **Commission – Management Roles**

PURPOSE:

With this policy, the Commission describes the general nature of its working relationship with the General Manager and distinguishes its role as the governing body from the role of the General Manager, management and staff.

POLICY:

The Commission will work with the General Manager as a leadership team.

The Commission's principal role is to:

1. Hire a competent General Manager and support the General Manager by routinely engaging in collaborative performance planning and evaluation.

2. Develop and adopt policies for the governance of ERMU that set forth the results ERMU is to achieve and place limits on the authority of the General Manager to determine how those results are achieved.

3. Review and approve major plans, programs and budgets proposed by the General Manager (as required by the Commission's ***Delegation to Management*** policies).

4. Routinely monitor organizational performance and accept accountability for that performance.

The General Manager's principal role, with the support of management and staff employees, is to:

1. Support the Commission in its development of policies.

2. Carry out the Commission's policies.

3. Keep the Commission fully informed about compliance with the Commission's policies and the outcomes of those policies, including the achievement of results and the use of resources.

4. Manage and operate ERMU, accepting accountability for the performance of the organization in relation to the Commission's policies.

POLICY HISTORY:

Adopted May 9, 2017

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Melissa Karpinski – Finance Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 5.1
SUBJECT: Financial Report – August 2024	
ACTION REQUESTED: Receive the August 2024 Financial Report	

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

Electric
August year to date (YTD) electric kWh sales are down 4% from the prior year. For further breakdown:

- Residential usage is down 3%
- Small Commercial usage is down 2%
- Large Commercial usage is down 5%

For August 2024, 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
August YTD gallons of water sold are down 19% from the prior year. For further breakdown:

- Residential use is down 26%
- Commercial use is down 12%

For August 2024, 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 08.2024
- Electric Balance Sheet 08.2024
- Water Balance Sheet 08.2024
- Summary Electric Statement of Revenues, Expenses and Changes in Net Position 08.2024
- Summary Water Statement of Revenues, Expenses and Changes in Net Position 08.2024
- Graphs Prior Year and YTD 2024

- Detailed Electric Statement of Revenues, Expenses and Changes in Net Position 08.2024
- Detailed Water Statement of Revenues, Expenses and Changes in Net Position 08.2024
- Budget vs Actual Graphs – Combined Electric and Water 08.2024

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
COMBINED BALANCE SHEET
FOR PERIOD ENDING AUGUST 2024

	ELECTRIC	WATER
ASSETS		
CURRENT ASSETS		
CASH	4,815,497	5,438,922
ACCOUNTS RECEIVABLE	3,981,775	5,486,738
INVENTORIES	1,301,600	56,166
PREPAID ITEMS	232,178	56,151
CONSTRUCTION IN PROGRESS	2,150,374	3,105,514
TOTAL CURRENT ASSETS	12,481,423	14,143,490
RESTRICTED ASSETS		
BOND RESERVE FUND	1,779,016	0
EMERGENCY RESERVE FUND	7,274,898	4,197,165
UNRESTRICTED RESERVE FUND	0	0
TOTAL RESTRICTED ASSETS	9,053,914	4,197,165
FIXED ASSETS		
PRODUCTION	824,065	17,050,836
LFG PROJECT	0	0
TRANSMISSION	2,305,024	0
DISTRIBUTION	50,349,261	28,138,612
GENERAL	24,629,229	1,242,733
FIXED ASSETS (COST)	78,107,579	46,432,181
LESS ACCUMULATED DEPRECIATION	(35,995,185)	(24,075,450)
TOTAL FIXED ASSETS, NET	42,112,394	22,356,731
INTANGIBLE ASSETS		
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	0
LOSS OF REVENUE INTANGIBLE	6,223,278	0
LESS ACCUMULATED AMORTIZATION	(3,951,982)	0
TOTAL INTANGIBLE ASSETS, NET	23,817,508	0
OTHER ASSETS AND DEFERRED OUTFLOWS	690,058	126,311
TOTAL ASSETS	88,155,298	40,823,698
LIABILITIES AND FUND EQUITY		
CURRENT LIABILITIES		
ACCOUNTS PAYABLE	5,321,957	356,759
SALARIES AND BENEFITS PAYABLE	690,051	100,315
DUE TO CITY	810,977	1,313
DUE TO OTHER FUNDS	0	0
NOTES PAYABLE-CURRENT PORTION	0	0
BONDS PAYABLE-CURRENT PORTION	0	0
UNEARNED REVENUE	7,990	334,127
TOTAL CURRENT LIABILITIES	6,830,975	792,514
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	28,220,354	1,557,512
PENSION LIABILITIES	2,720,477	500,450
TOTAL LONG TERM LIABILITIES	30,940,831	2,057,962
TOTAL LIABILITIES	37,771,805	2,850,475
DEFERRED INFLOWS OF RESOURCES	836,813	4,937,984
FUND EQUITY		
CAPITAL ACCOUNT CONST COST	1,779,016	0
CONTRIBUTED CAPITAL	0	0
RETAINED EARNINGS	46,802,217	33,120,013
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	965,446	(84,775)
TOTAL FUND EQUITY	49,546,679	33,035,238
TOTAL LIABILITIES & FUND EQUITY	88,155,298	40,823,698

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
ELECTRIC BALANCE SHEET

	August 31, 2024	July 31, 2024	Current Month Change from Prior Month
ASSETS			
CURRENT ASSETS			
CASH	4,815,497	6,487,770	(1,672,273)
ACCOUNTS RECEIVABLE	3,981,775	2,504,184	1,477,591
INVENTORIES	1,301,600	1,262,622	38,978
PREPAID ITEMS	232,178	265,464	(33,286)
CONSTRUCTION IN PROGRESS	2,150,374	2,054,890	95,484
TOTAL CURRENT ASSETS	12,481,423	12,574,929	(93,506)
RESTRICTED ASSETS			
BOND RESERVE FUND	1,779,016	1,779,016	0
EMERGENCY RESERVE FUND	7,274,898	7,248,402	26,496
TOTAL RESTRICTED ASSETS	9,053,914	9,027,418	26,496
FIXED ASSETS			
PRODUCTION	824,065	824,065	0
TRANSMISSION	2,305,024	2,305,024	0
DISTRIBUTION	50,349,261	50,011,394	337,867
GENERAL	24,629,229	24,618,312	10,917
FIXED ASSETS (COST)	78,107,579	77,758,795	348,784
LESS ACCUMULATED DEPRECIATION	(35,995,185)	(35,775,528)	(219,657)
TOTAL FIXED ASSETS, NET	42,112,394	41,983,267	129,127
INTANGIBLE ASSETS			
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	21,546,212	0
LOSS OF REVENUE INTANGIBLE	6,223,278	6,223,278	0
LESS ACCUMULATED AMORTIZATION	(3,951,982)	(3,896,305)	(55,678)
TOTAL INTANGIBLE ASSETS, NET	23,817,508	23,873,186	(55,678)
OTHER ASSETS AND DEFERRED OUTFLOWS	690,058	690,058	0
TOTAL ASSETS	88,155,298	88,148,859	6,439
LIABILITIES AND FUND EQUITY			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	5,321,957	5,408,020	(86,062)
SALARIES AND BENEFITS PAYABLE	690,051	758,687	(68,636)
DUE TO CITY	810,977	939,669	(128,693)
BONDS PAYABLE-CURRENT PORTION	0	460,000	(460,000)
UNEARNED REVENUE	7,990	9,988	(1,998)
TOTAL CURRENT LIABILITIES	6,830,975	7,576,363	(745,389)
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	28,220,354	28,225,342	(4,989)
PENSION LIABILITIES	2,720,477	2,720,477	0
TOTAL LONG TERM LIABILITIES	30,940,831	30,945,819	(4,989)
TOTAL LIABILITIES	37,771,805	38,522,183	(750,377)
DEFERRED INFLOWS OF RESOURCES	836,813	836,813	0
FUND EQUITY			
CAPITAL ACCOUNT CONST COST	1,779,016	1,779,016	0
RETAINED EARNINGS	46,802,217	46,802,217	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	965,446	208,630	756,816
TOTAL FUND EQUITY	49,546,679	48,789,863	756,816
TOTAL LIABILITIES & FUND EQUITY	88,155,298	88,148,859	6,439

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
WATER BALANCE SHEET

	August 31, 2024	July 31, 2024	Current Month Change from Prior Month
ASSETS			
CURRENT ASSETS			
CASH	5,438,922	5,401,639	37,283
ACCOUNTS RECEIVABLE	5,486,738	5,372,529	114,209
INVENTORIES	56,166	59,219	(3,053)
PREPAID ITEMS	56,151	60,967	(4,816)
CONSTRUCTION IN PROGRESS	3,105,514	3,014,520	90,993
TOTAL CURRENT ASSETS	14,143,490	13,908,874	234,616
RESTRICTED ASSETS			
EMERGENCY RESERVE FUND	4,197,165	4,190,541	6,624
TOTAL RESTRICTED ASSETS	4,197,165	4,190,541	6,624
FIXED ASSETS			
PRODUCTION	17,050,836	17,050,836	0
DISTRIBUTION	28,138,612	28,135,913	2,699
GENERAL	1,242,733	1,241,173	1,560
FIXED ASSETS (COST)	46,432,181	46,427,922	4,259
LESS ACCUMULATED DEPRECIATION	(24,075,450)	(23,974,927)	(100,522)
TOTAL FIXED ASSETS, NET	22,356,731	22,452,994	(96,263)
INTANGIBLE ASSETS			
OTHER ASSETS AND DEFERRED OUTFLOWS	126,311	126,311	0
TOTAL ASSETS	40,823,698	40,678,721	144,976
LIABILITIES AND FUND EQUITY			
CURRENT LIABILITIES			
ACCOUNTS PAYABLE	356,759	383,371	(26,612)
SALARIES AND BENEFITS PAYABLE	100,315	121,644	(21,328)
DUE TO CITY	1,313	4,846	(3,533)
BONDS PAYABLE-CURRENT PORTION	0	60,000	(60,000)
UNEARNED REVENUE	334,127	334,127	0
TOTAL CURRENT LIABILITIES	792,514	903,988	(111,474)
LONG TERM LIABILITIES			
BONDS PAYABLE, LESS CURRENT PORTION	1,557,512	1,558,066	(554)
PENSION LIABILITIES	500,450	500,450	0
TOTAL LONG TERM LIABILITIES	2,057,962	2,058,516	(554)
TOTAL LIABILITIES	2,850,475	2,962,503	(112,028)
DEFERRED INFLOWS OF RESOURCES	4,937,984	4,937,984	0
FUND EQUITY			
RETAINED EARNINGS	33,120,013	33,120,013	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(84,775)	(341,779)	257,005
TOTAL FUND EQUITY	33,035,238	32,778,234	257,005
TOTAL LIABILITIES & FUND EQUITY	40,823,698	40,678,721	144,976

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	YTD Budget Variance	2024 YTD Bud Var%	2024 ANNUAL BUDGET	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%	Variance Item
Revenue											
Operating Revenue											
Elk River	4,188,692	25,047,017	28,161,624	(3,114,607)	-11.1%	42,685,299	3,863,090	26,206,942	(1,159,925)	-4.4%	
Otsego	478,811	2,561,636	2,280,240	281,396	12.3%	3,514,568	376,573	2,441,427	120,209	4.9%	
Rural Big Lake	25,322	139,780	161,695	(21,916)	-13.6%	243,412	20,418	144,278	(4,498)	-3.1%	
Dayton	32,700	171,389	194,653	(23,265)	-12.0%	292,752	26,224	178,518	(7,129)	-4.0%	
Public St & Hwy Lighting	21,738	173,764	173,333	431	0.2%	260,000	21,602	172,590	1,174	0.7%	
Other Electric Sales	400	3,200	3,200	0	0.0%	4,800	400	3,200	0	0.0%	
Total Operating Revenue	4,747,663	28,096,785	30,974,745	(2,877,960)	-9.3%	47,000,831	4,308,308	29,146,955	(1,050,169)	-3.6%	
Other Operating Revenue											
Interest/Dividend Income	68,742	232,175	56,667	175,508	309.7%	85,000	9,883	66,467	165,708	249.3%	(1)
Customer Penalties	27,407	178,674	190,000	(11,326)	-6.0%	285,000	32,012	194,817	(16,144)	-8.3%	
Connection Fees	28,725	252,382	90,000	162,382	180.4%	135,000	11,945	84,886	167,496	197.3%	(2)
Misc Revenue	190,846	1,078,748	675,667	403,081	59.7%	1,016,000	148,817	890,812	187,936	21.1%	(3)
Total Other Revenue	315,721	1,741,978	1,012,333	729,645	72.1%	1,521,000	202,656	1,236,982	504,997	40.8%	
Total Revenue	5,063,384	29,838,764	31,987,079	(2,148,315)	-6.7%	48,521,831	4,510,964	30,383,936	(545,173)	-1.8%	
Expenses											
Purchased Power	3,100,945	19,752,113	22,263,313	(2,511,200)	-11.3%	32,756,447	3,529,244	21,753,118	(2,001,005)	-9.2%	
Operating & Mtce Expense	18,849	175,871	245,633	(69,762)	-28.4%	369,000	24,544	231,735	(55,864)	-24.1%	(4)
Transmission Expense	3,135	37,967	48,000	(10,033)	-20.9%	72,000	5,796	44,025	(6,058)	-13.8%	
Distribution Expense	24,322	307,856	282,333	25,523	9.0%	425,917	30,933	309,929	(2,073)	-0.7%	
Maintenance Expense	147,573	1,300,358	1,138,000	162,358	14.3%	1,668,500	199,430	1,146,472	153,886	13.4%	
Depreciation & Amortization	275,335	2,201,458	2,071,744	129,714	6.3%	3,107,612	263,769	2,108,302	93,155	4.4%	
Interest Expense	63,258	520,717	520,717	0	0.0%	785,810	66,412	545,184	(24,467)	-4.5%	
Other Operating Expense	29,186	71,440	37,400	34,040	91.0%	506,900	8,649	50,939	20,501	40.2%	(5)
Customer Accounts Expense	41,340	283,845	292,667	(8,822)	-3.0%	439,000	35,408	286,178	(2,333)	-0.8%	
Administrative Expense	349,882	2,693,005	2,785,660	(92,655)	-3.3%	4,208,492	301,981	2,580,506	112,499	4.4%	
General Expense	64,747	370,777	424,667	(53,889)	-12.7%	637,000	29,782	251,088	119,689	47.7%	(6)
Total Expenses(before Operating Transfers)	4,118,572	27,715,408	30,110,134	(2,394,726)	-8.0%	44,976,679	4,495,948	29,307,476	(1,592,068)	-5.4%	
Operating Transfer											
Operating Transfer/Other Funds	168,249	1,007,490	1,126,465	(118,975)	-10.6%	1,707,412	155,220	1,086,449	(78,959)	-7.3%	
Utilities & Labor Donated	19,746	150,419	176,000	(25,581)	-14.5%	264,000	18,333	177,795	(27,375)	-15.4%	(7)
Total Operating Transfer	187,996	1,157,909	1,302,465	(144,555)	-11.1%	1,971,412	173,553	1,264,244	(106,334)	-8.4%	
Net Income Profit(Loss)	756,816	965,446	574,480	390,966	68.1%	1,573,740	(158,536)	(187,783)	1,153,230	614.1%	

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

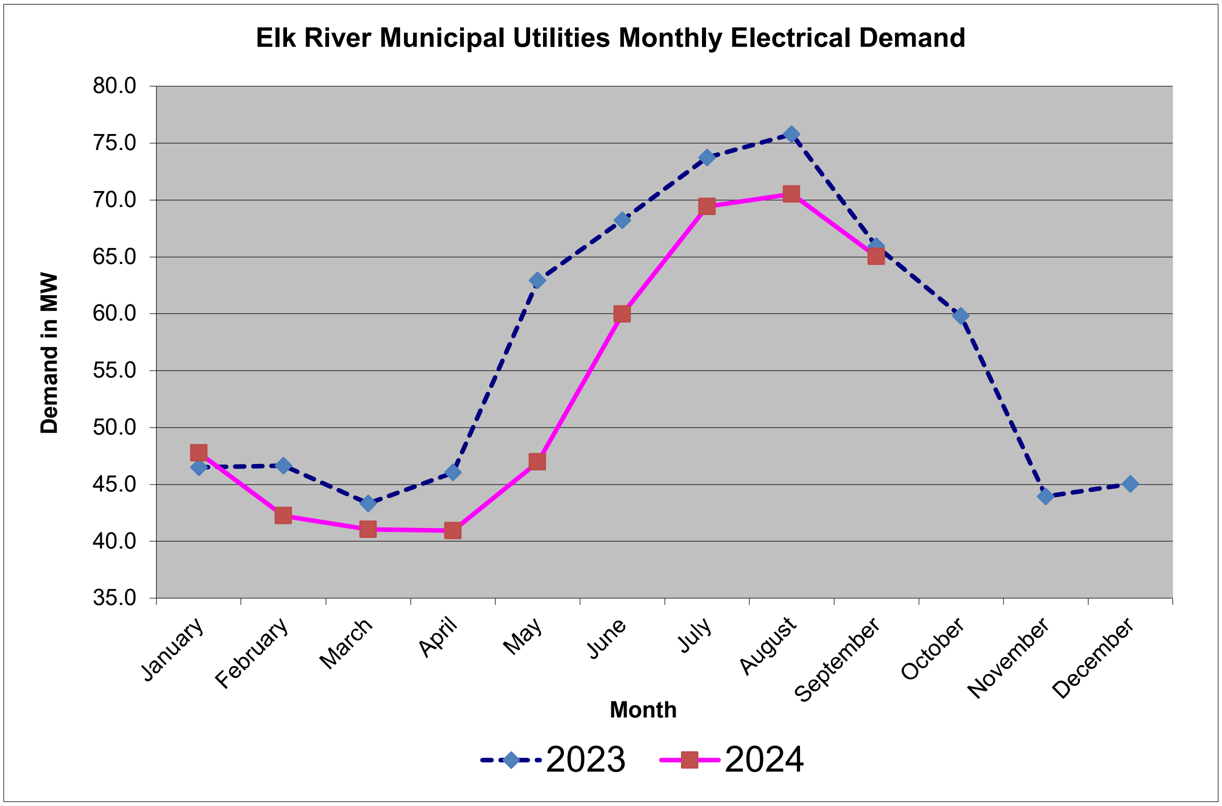
(1) PYTD variance is due to the change in Fair Market Value of Investments. YTD budget variance due to conservative estimate and more funds being invested with UBS in 2024.
(2) YTD budget and PYTD variance due to large a large connection agreement in January and July 2024.
(3) YTD budget and PTYD variance is mainly due to Contributions from Customers having a couple large SOW for transformers for additional service and/or upgrade.
(4) YTD budget variance and PYTD variance is due to most expense accounts being favorable to budget and less than prior year.
(5) YTD budget variance is due to mutual aid, which is not a budgeted item. This is offset above in Misc Revenue - Misc Non-Utility.
(6) YTD budget variance is mainly due to timing of rebates and the budget having an even spread. PYTD variance is due to professional services from Frontier Energy in 2024.
(7) PYTD variance is due to Furniture & Things energy audit in 2023.

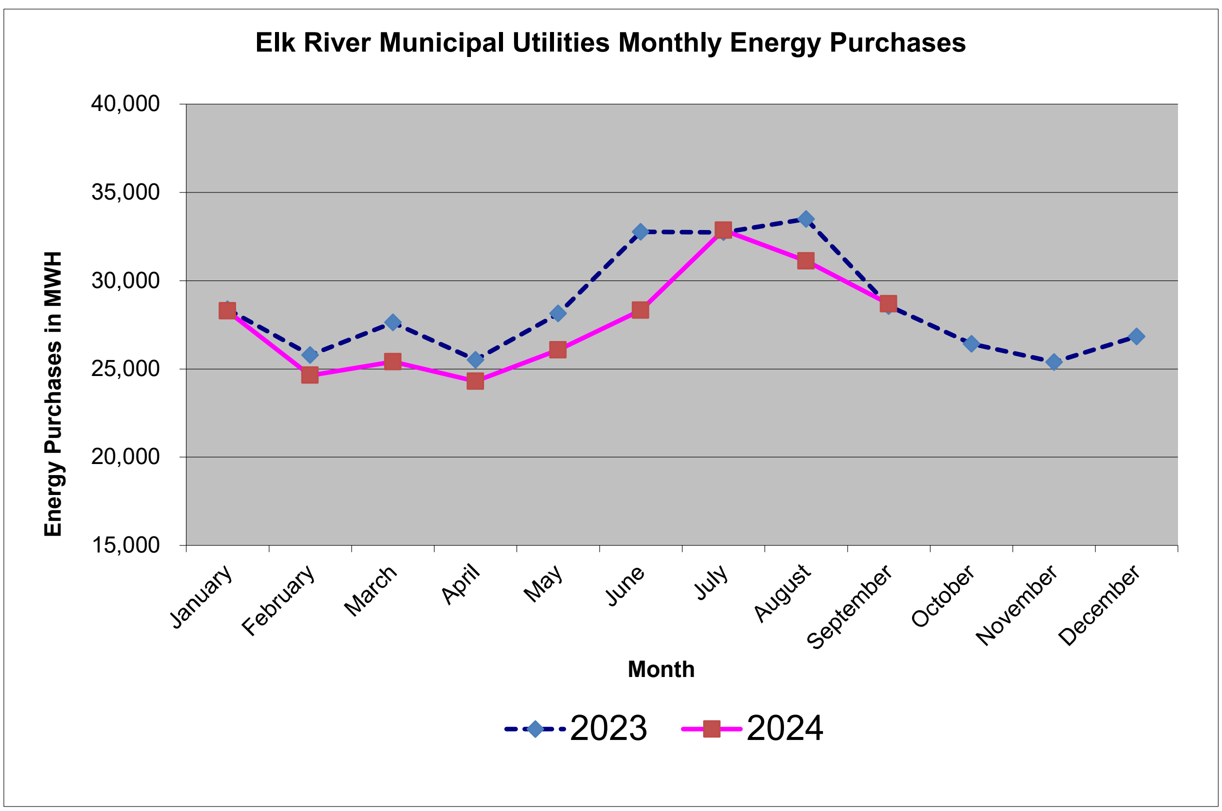
ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

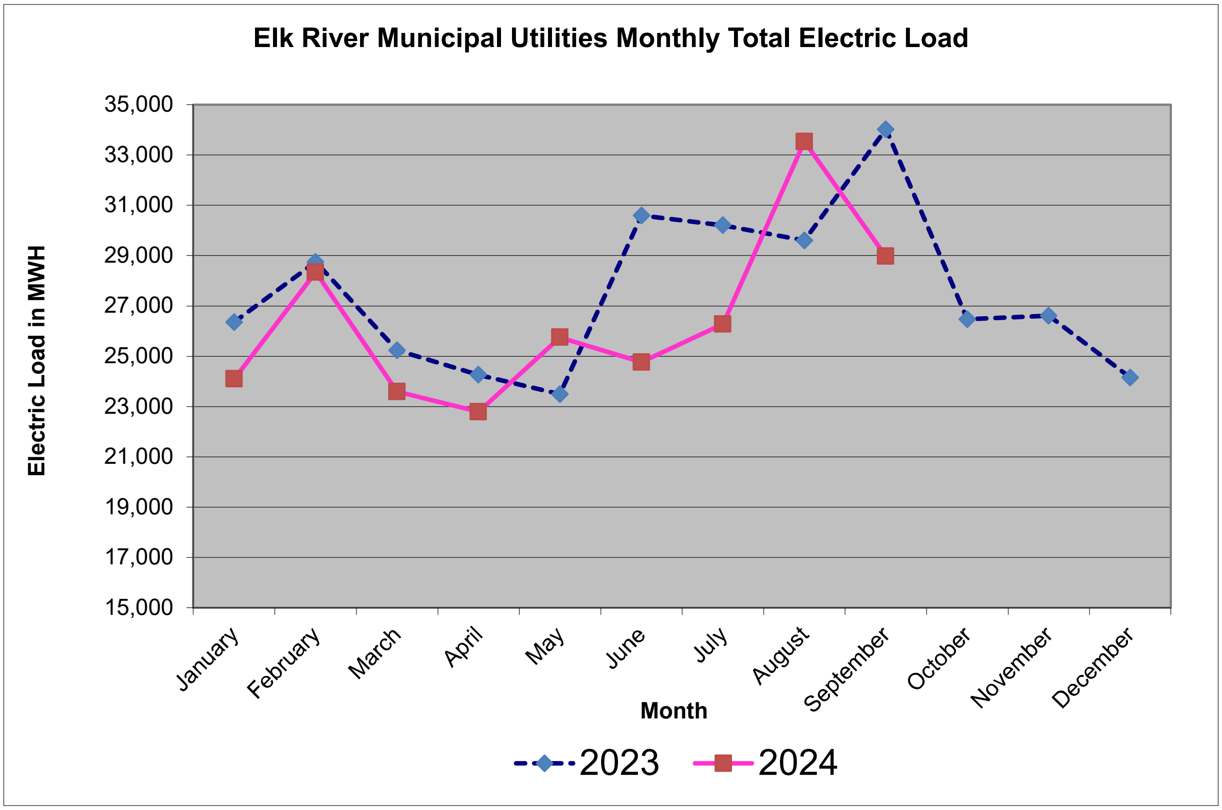
Water	2024 AUGUST	2024 YTD	2024 YTD BUDGET	YTD Budget Variance	2024 YTD Bud Var%	2024 ANNUAL BUDGET	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%	Variance Item
Revenue											
Operating Revenue											
Water Sales	412,725	1,744,395	1,788,876	(44,481)	-2.5%	2,788,003	451,194	2,137,171	(392,776)	-18.4%	(1)
Total Operating Revenue	412,725	1,744,395	1,788,876	(44,481)	-2.5%	2,788,003	451,194	2,137,171	(392,776)	-18.4%	
Other Operating Revenue											
Interest/Dividend Income	19,338	71,855	27,667	44,188	159.7%	41,500	4,058	28,096	43,759	155.7%	(2)
Customer Penalties	1,926	15,249	16,667	(1,417)	-8.5%	25,000	3,693	14,281	969	6.8%	
Connection Fees	120,570	349,612	170,000	179,612	105.7%	255,000	12,270	135,645	213,967	157.7%	(3)
Misc Revenue	1,005	9,393	10,367	(974)	-9.4%	618,786	975	10,516	(1,124)	-10.7%	
Total Other Revenue	142,838	446,109	224,700	221,409	98.5%	940,286	20,996	188,538	257,570	136.6%	
Total Revenue	555,563	2,190,504	2,013,576	176,928	8.8%	3,728,289	472,190	2,325,709	(135,205)	-5.8%	
Expenses											
Production Expense	8,735	86,723	76,667	10,056	13.1%	115,000	8,472	70,789	15,934	22.5%	(4)
Pumping Expense	57,678	395,210	430,448	(35,237)	-8.2%	645,671	56,796	414,086	(18,876)	-4.6%	
Distribution Expense	28,564	241,819	292,456	(50,637)	-17.3%	422,250	27,932	242,409	(590)	-0.2%	(5)
Depreciation & Amortization	100,522	807,098	766,000	41,098	5.4%	1,148,988	98,352	781,055	26,043	3.3%	
Interest Expense	2,712	23,099	23,099	0	0.0%	33,949	2,912	24,699	(1,600)	-6.5%	
Other Operating Expense	60	902	2,200	(1,298)	-59.0%	82,300	123	2,641	(1,739)	-65.8%	
Customer Accounts Expense	8,590	62,684	61,167	1,518	2.5%	91,750	7,482	58,408	4,277	7.3%	
Administrative Expense	91,411	655,575	729,656	(74,080)	-10.2%	1,092,624	79,211	629,036	26,540	4.2%	
General Expense	286	2,168	10,167	(7,999)	-78.7%	15,250	415	4,494	(2,326)	-51.8%	
Total Expenses(before Operating Transfers)	298,558	2,275,279	2,391,859	(116,580)	-4.9%	3,647,782	281,696	2,227,617	47,662	2.1%	
Operating Transfer											
Utilities & Labor Donated	0	0	1,000	(1,000)	-100.0%	1,500	0	0	0	0.0%	
Total Operating Transfer	0	0	1,000	(1,000)	-100.0%	1,500	0	0	0	0.0%	
Net Income Profit(Loss)	257,005	(84,775)	(379,283)	294,508	77.6%	79,007	190,494	98,093	(182,867)	-186.4%	

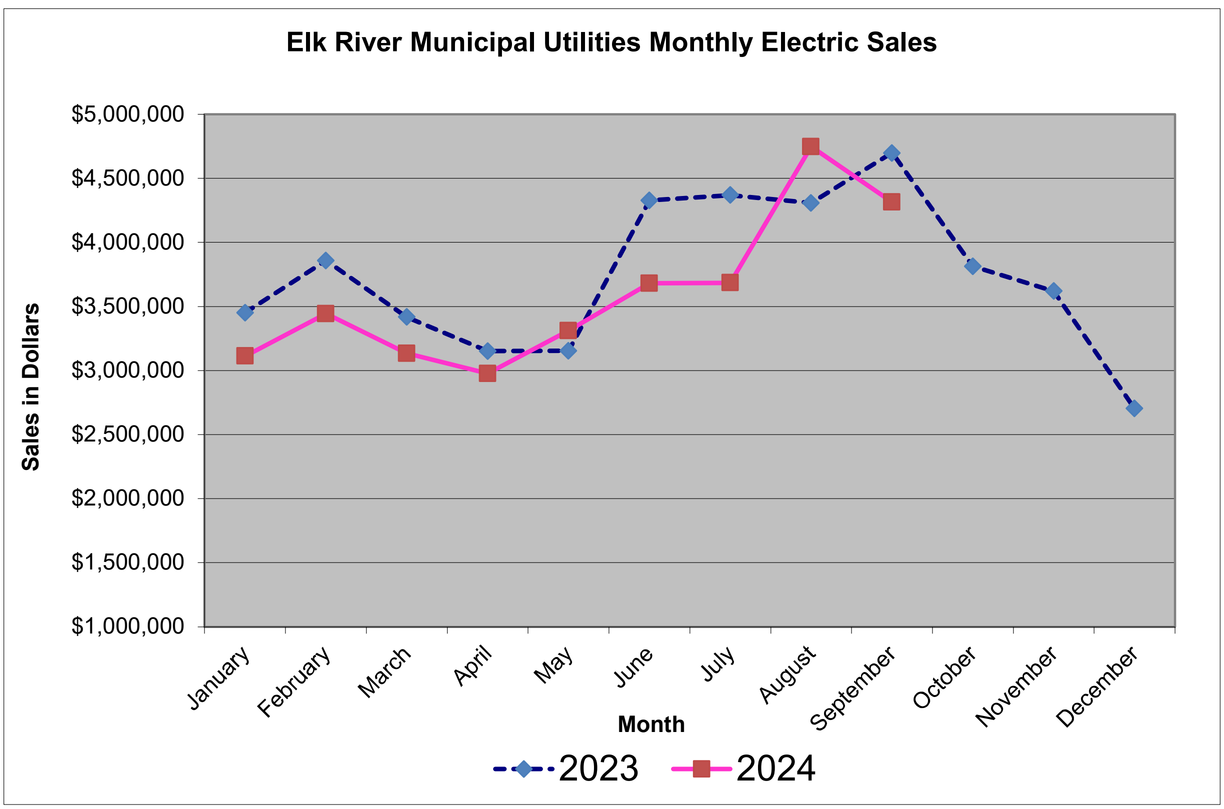
Item Variance of +/- $15,000 and +/- 15%

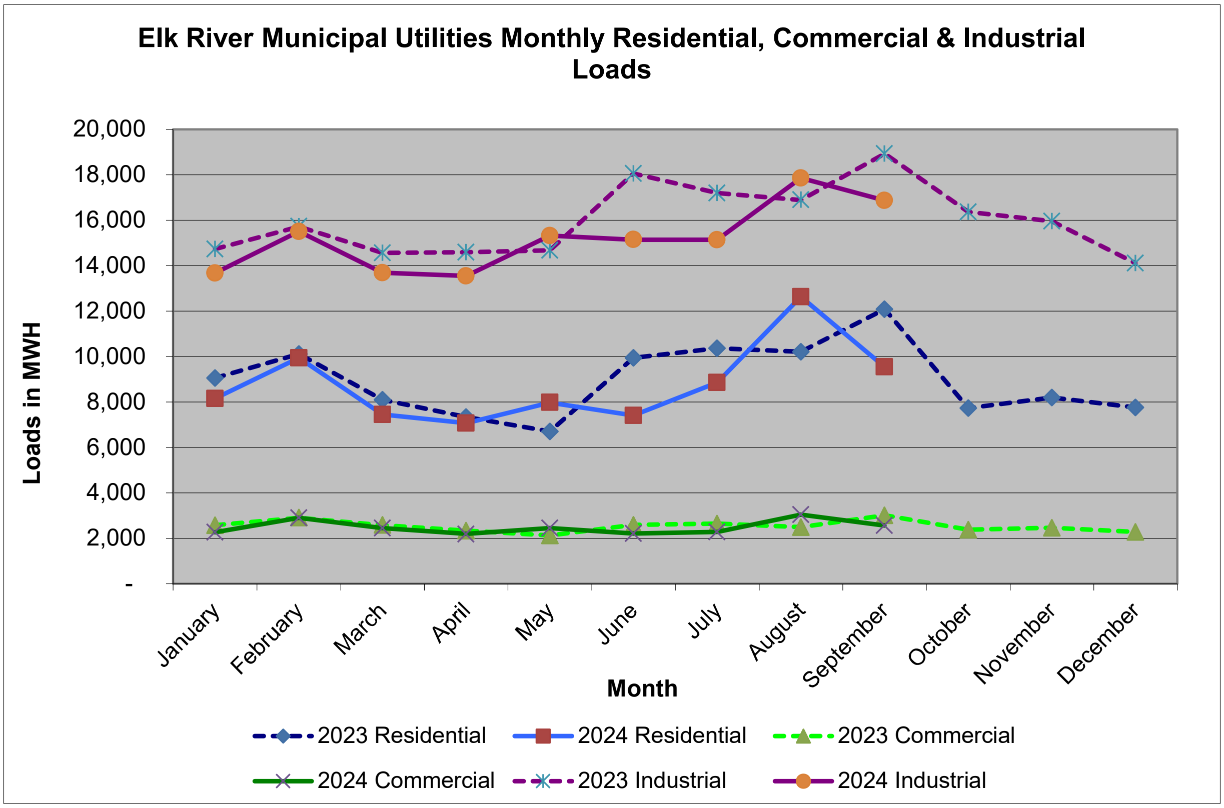
(1) PYTD variance is due to decreased usage.
(2) PYTD variance is due to the change in Fair Market Value of Investments. YTD budget variance due to conservative estimate and more funds being invested with UBS in 2024.
(3) YTD budget and PYTD variance due to a few large connection agreements in 2024.
(4) PYTD variance is due to increased labor for mtce of structures.
(5) YTD budget variance is mainly due to the budget amount for Mtce of Water Mains having an even budget spread.

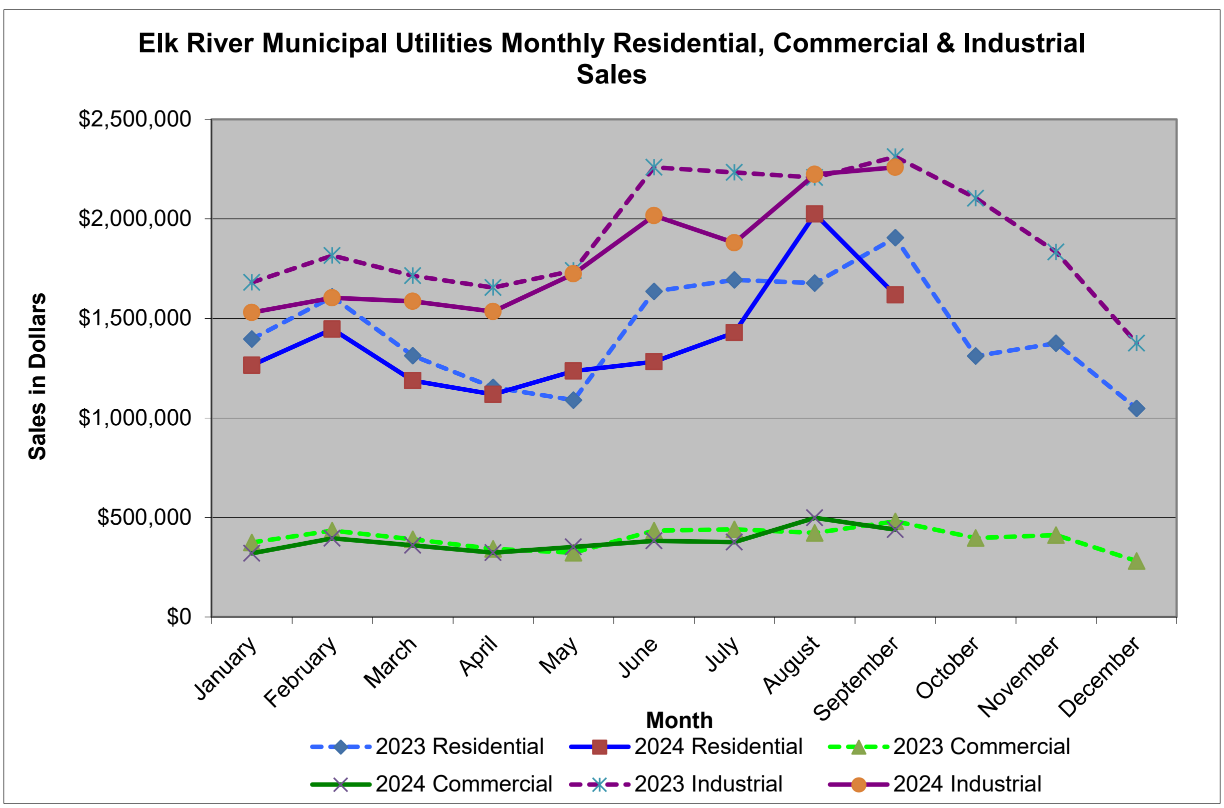

Elk River Municipal Utilities Monthly Electrical Demand
Demand in MW
80.0
75.0
70.0
65.0
60.0
55.0
50.0
45.0
40.0
35.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

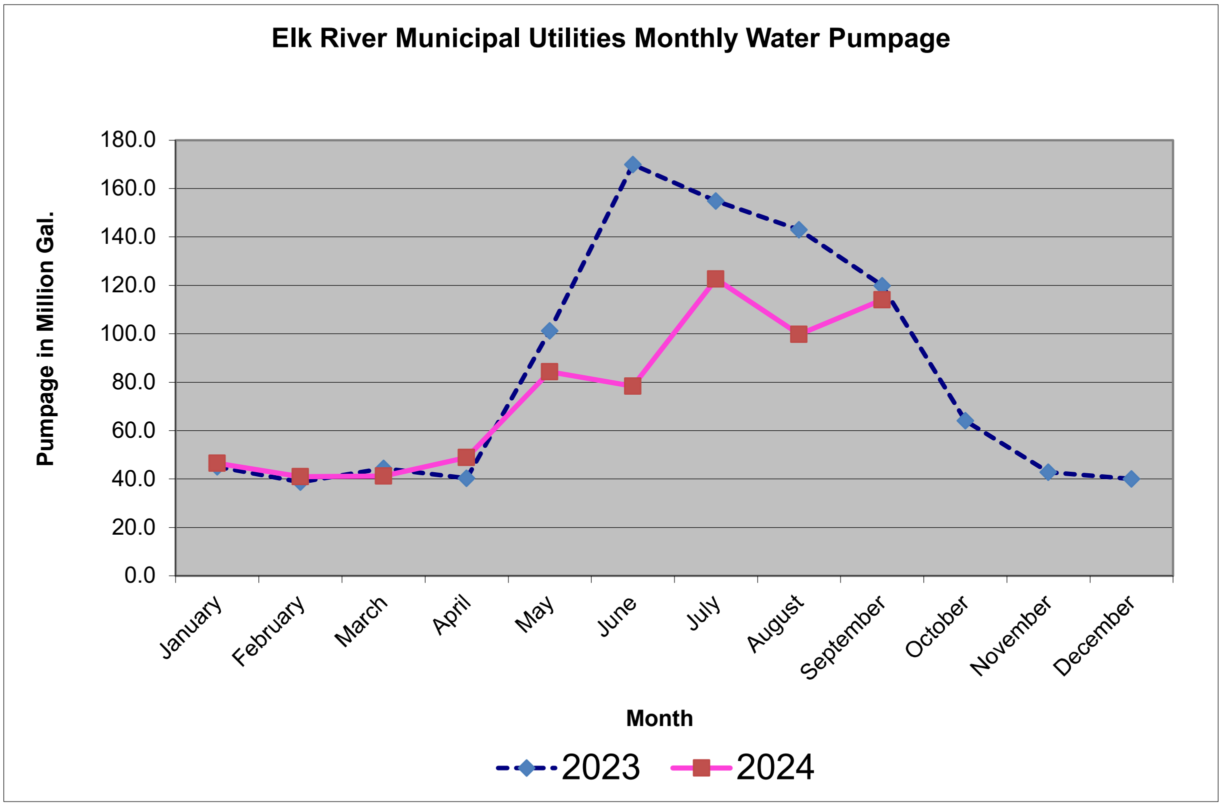

Elk River Municipal Utilities Monthly Energy Purchases
Energy Purchases in MWH
40,000
35,000
30,000
25,000
20,000
15,000
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

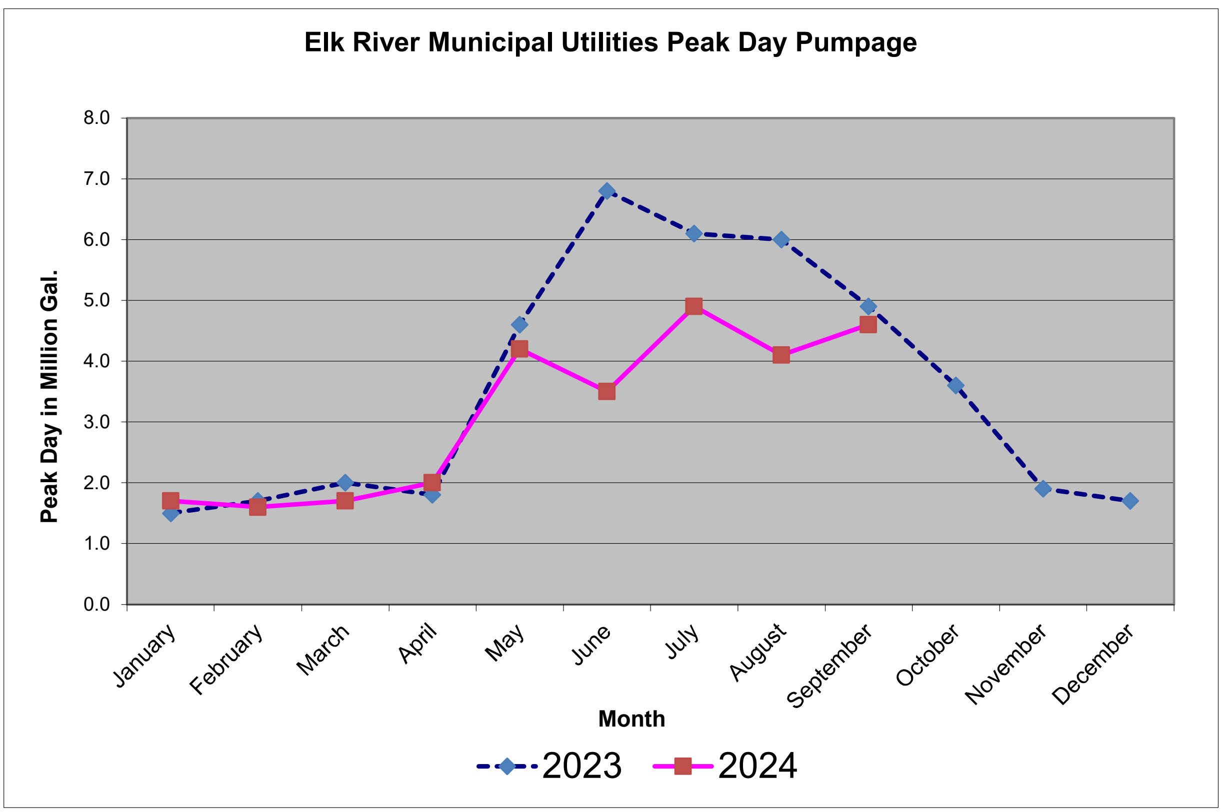

Elk River Municipal Utilities Monthly Total Electric Load
Electric Load in MWH
35,000
33,000
31,000
29,000
27,000
25,000
23,000
21,000
19,000
17,000
15,000
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024

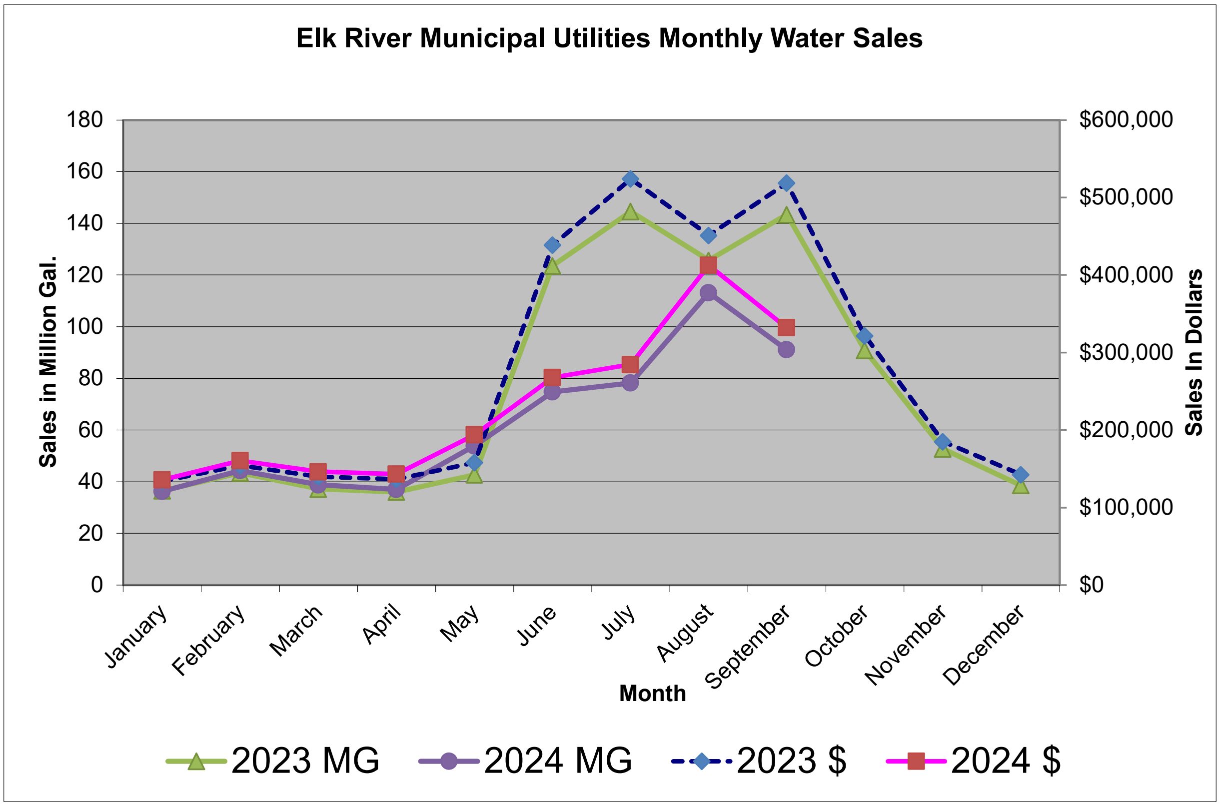

Elk River Municipal Utilities Monthly Electric Sales
Sales in Dollars
$5,000,000
$4,500,000
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024


Elk River Municipal Utilities Monthly Residential, Commercial & Industrial Loads
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
Loads in MWH
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 Residential
2024 Residential
2023 Commercial
2024 Commercial
2023 Industrial
2024 Industrial


Elk River Municipal Utilities Monthly Residential, Commercial & Industrial Sales
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$0
Sales in Dollars
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 Residential
2024 Residential
2023 Commercial
2024 Commercial
2023 Industrial
2024 Industrial


Elk River Municipal Utilities Monthly Water Pumpage
Pumpage in Million Gal.
180.0
160.0
140.0
120.0
100.0
80.0
60.0
40.0
20.0
0.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024


Elk River Municipal Utilities Peak Day Pumpage
Peak Day in Million Gal.
8.0
7.0
6.0
5.0
4.0
3.0
2.0
1.0
0.0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023
2024



Elk River Municipal Utilities Monthly Water Sales
Sales in Million Gal.
Sales In Dollars
180
160
140
120
100
80
60
40
20
0
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2023 MG
2024 MG
2023 $
2024 $

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Revenue									
Operating Revenue									
Elk River									
ELECT SALES - ELK RIVER RESID	1,614,991	8,861,971	9,422,406	14,221,539	(6)	1,345,753	9,126,167	(264,196)	(3)
ELECT SALES - ELK RIVER NON-D	365,390	2,257,021	2,400,561	3,634,057	(6)	314,197	2,341,991	(84,970)	(4)
ELECT SALES - ELK RIVER DEMA	1,822,131	11,612,437	13,082,666	19,965,865	(11)	1,841,527	12,347,229	(734,791)	(6)
PCA SALES REVENUE - ELK RIVE	141,625	737,046	996,815	1,485,155	(26)	120,058	755,654	(18,607)	(2)
PCA SALES REVENUE - ELK RIVE	32,317	204,111	277,040	408,036	(26)	28,315	205,948	(1,837)	(1)
PCA SALES REVENUE - ELK RIVE	212,236	1,374,428	1,982,133	2,970,644	(31)	213,237	1,429,950	(55,521)	(4)
Total For Elk River:	4,188,692	25,047,017	28,161,623	42,685,299	(11)	3,863,089	26,206,942	(1,159,925)	(4)
Otsego									
ELECT SALES - OTSEGO RESIDEN	196,583	1,008,490	942,904	1,438,521	7	154,555	996,932	11,558	1
ELECT SALES - OTSEGO NON-DEM	68,772	329,180	303,117	477,265	9	51,152	315,688	13,492	4
ELECT SALES - OTSEGO DEMAND	169,123	994,711	738,085	1,154,078	35	136,670	913,792	80,918	9
PCA SALES REVENUE - OTSEGO R	17,205	82,505	108,865	162,572	(24)	13,693	81,435	1,070	1
PCA SALES REVENUE - OTSEGO N	6,312	29,823	40,377	58,535	(26)	4,792	28,631	1,191	4
PCA SALES REVENUE - OTSEGO D	20,812	116,924	146,887	223,596	(20)	15,707	104,946	11,978	11
Total For Otsego:	478,810	2,561,635	2,280,239	3,514,568	12	376,573	2,441,426	120,209	5
Rural Big Lake									
ELECT SALES - BIG LAKE RESIDE	22,481	126,276	144,076	216,883	(12)	17,922	130,225	(3,948)	(3)
ELECT SALES - BIG LAKE NON-DE	784	2,764	3,010	4,737	(8)	816	3,043	(279)	(9)
PCA SALES REVENUE - BIG LAKE	1,988	10,543	14,243	21,268	(26)	1,606	10,774	(231)	(2)
PCA SALES REVENUE - BIG LAKE	67	194	364	522	(47)	73	233	(39)	(17)
Total For Rural Big Lake:	25,322	139,779	161,695	243,411	(14)	20,418	144,277	(4,498)	(3)
Dayton									
ELECT SALES - DAYTON RESIDEN	25,748	133,215	149,686	224,525	(11)	20,432	139,019	(5,804)	(4)
ELECT SALES - DAYTON NON-DE	4,338	25,314	26,990	41,609	(6)	3,683	26,129	(815)	(3)
PCA SALES REVENUE - DAYTON R	2,254	10,823	15,092	22,385	(28)	1,801	11,260	(436)	(4)
PCA SALES REVENUE - DAYTON	358	2,034	2,883	4,231	(29)	306	2,108	(73)	(3)
Total For Dayton:	32,699	171,388	194,653	292,751	(12)	26,224	178,518	(7,129)	(4)
Public St & Hwy Lighting									
ELECT SALES - SEC LTS	21,737	173,764	173,333	260,000	0	21,602	172,589	1,174	1
Total For Public St & Hwy Lighting:	21,737	173,764	173,333	260,000	0	21,602	172,589	1,174	1
Other Electric Sales									
SUB-STATION CREDIT	400	3,200	3,200	4,800	0	400	3,200	0	0

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total For Other Electric Sales:	400	3,200	3,200	4,800	0	400	3,200	0	0
Total Operating Revenue	4,747,663	28,096,785	30,974,745	47,000,831	(9)	4,308,307	29,146,954	(1,050,169)	(4)
Other Operating Revenue									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	68,741	232,174	56,666	85,000	310	9,882	66,466	165,707	249
Total For Interest/Dividend Income:	68,741	232,174	56,666	85,000	310	9,882	66,466	165,707	249
Customer Penalties									
CUSTOMER DELINQUENT PENALT	27,407	178,673	190,000	285,000	(6)	32,011	194,817	(16,143)	(8)
Total For Customer Penalties:	27,407	178,673	190,000	285,000	(6)	32,011	194,817	(16,143)	(8)
Connection Fees									
DISCONNECT & RECONNECT CHA	28,725	252,382	90,000	135,000	180	11,945	84,886	167,496	197
Total For Connection Fees:	28,725	252,382	90,000	135,000	180	11,945	84,886	167,496	197
Misc Revenue									
MISC ELEC REVENUE - TEMP CHG	1,070	2,170	3,333	5,000	(35)	220	5,334	(3,164)	(59)
STREET LIGHT	0	23,400	5,000	10,000	368	0	1,800	21,600	1,200
TRANSMISSION INVESTMENTS	69,997	426,973	444,000	666,000	(4)	71,936	463,782	(36,809)	(8)
MISC NON-UTILITY	22,081	84,659	73,333	110,000	15	9,374	97,289	(12,630)	(13)
GAIN ON DISPOSITION OF PROPER	0	0	0	0	0	0	24,600	(24,600)	(100)
CONTRIBUTIONS FROM CUSTOME	97,697	541,545	150,000	225,000	261	67,285	298,004	243,540	82
Total For Misc Revenue:	190,846	1,078,747	675,666	1,016,000	60	148,816	890,811	187,936	21
Total Other Revenue	315,720	1,741,978	1,012,333	1,521,000	72	202,656	1,236,981	504,996	41
Total For Total Other Revenue:	315,720	1,741,978	1,012,333	1,521,000	72	202,656	1,236,981	504,996	41
Total Revenue	5,063,383	29,838,763	31,987,078	48,521,831	(7)	4,510,964	30,383,936	(545,172)	(2)
Expenses									
Purchased Power									
PURCHASED POWER	2,505,227	15,094,400	16,573,477	24,250,423	(9)	2,702,306	16,209,177	(1,114,776)	(7)
ENERGY ADJUSTMENT CLAUSE	595,717	4,657,712	5,689,835	8,506,023	(18)	826,937	5,543,940	(886,228)	(16)
Total For Purchased Power:	3,100,944	19,752,112	22,263,312	32,756,447	(11)	3,529,244	21,753,118	(2,001,005)	(9)
Operating & Mtce Expense									
OPERATING SUPERVISION	11,086	89,812	87,333	131,000	3	11,082	80,238	9,574	12
DIESEL OIL FUEL	0	159	6,666	10,000	(98)	22	3,679	(3,520)	(96)
NATURAL GAS	359	12,591	22,400	33,000	(44)	360	21,507	(8,915)	(41)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
ELECTRIC & WATER CONSUMPTI	4,270	37,476	45,900	66,000	(18)	5,930	43,583	(6,106)	(14)
PLANT SUPPLIES & OTHER EXPEN	33	6,601	10,000	15,000	(34)	3,425	24,188	(17,587)	(73)
MISC POWER GENERATION EXPE	0	501	5,333	8,000	(91)	155	3,620	(3,119)	(86)
MAINTENANCE OF STRUCTURE -	2,510	8,783	14,000	21,000	(37)	2,138	14,965	(6,181)	(41)
MTCE OF PLANT ENGINES/GENER	0	4,061	26,000	39,000	(84)	622	15,838	(11,776)	(74)
MTCE OF PLANT/LAND IMPROVE	588	15,882	28,000	46,000	(43)	806	24,113	(8,231)	(34)
Total For Operating & Mtce Expense:	18,848	175,871	245,633	369,000	(28)	24,543	231,734	(55,863)	(24)
Transmission Expense									
TRANSMISSION MTCE AND EXPE	3,135	37,967	48,000	72,000	(21)	5,795	44,025	(6,057)	(14)
Total For Transmission Expense:	3,135	37,967	48,000	72,000	(21)	5,795	44,025	(6,057)	(14)
Distribution Expense									
REMOVE EXISTING SERVICE & M	0	0	1,333	2,000	(100)	0	542	(542)	(100)
SCADA EXPENSE	4,012	31,800	30,000	45,000	6	5,038	33,628	(1,828)	(5)
TRANSFORMER EXPENSE OH & U	1,564	10,570	10,000	15,000	6	1,742	11,664	(1,093)	(9)
MTCE OF SIGNAL SYSTEMS	0	1,010	2,000	3,000	(50)	688	2,495	(1,485)	(60)
METER EXPENSE - REMOVE & RE	0	466	1,000	1,500	(53)	0	1,166	(699)	(60)
TEMP SERVICE - INSTALL & REM	0	222	4,666	7,000	(95)	217	5,305	(5,083)	(96)
MISC DISTRIBUTION EXPENSE	18,744	263,785	233,333	350,000	13	23,246	255,125	8,659	3
INTERCONNECTION CARRYING C	0	0	0	2,417	0	0	0	0	0
Total For Distribution Expense:	24,321	307,856	282,333	425,917	9	30,933	309,929	(2,073)	(1)
Maintenance Expense									
MTCE OF STRUCTURES	7,556	56,532	33,333	50,000	70	6,577	43,545	12,987	30
MTCE OF SUBSTATIONS	0	7,960	24,000	36,000	(67)	549	19,665	(11,705)	(60)
MTCE OF SUBSTATION EQUIPME	5,754	87,765	52,666	79,000	67	6,114	38,703	49,061	127
MTCE OF OH LINES/TREE TRIM	1,813	212,412	179,000	230,000	19	8,478	176,831	35,580	20
MTCE OF OH LINES/STANDBY	3,324	28,553	26,666	40,000	7	3,051	24,027	4,526	19
MTCE OF OH PRIMARY	22,623	114,078	113,333	170,000	1	14,463	105,205	8,872	8
MTCE OF URD PRIMARY	31,497	189,979	146,666	220,000	30	30,789	154,709	35,269	23
LOCATE ELECTRIC LINES	9,511	65,767	73,333	110,000	(10)	9,842	65,278	489	1
LOCATE FIBER LINES	511	1,901	1,000	1,500	90	33	269	1,631	604
MTCE OF LINE TRANSFORMERS	5,734	37,329	40,000	60,000	(7)	52,620	65,837	(28,508)	(43)
MTCE OF STREET LIGHTING	13,170	48,911	33,333	50,000	47	9,281	30,564	18,347	60
MTCE OF SECURITY LIGHTING	3,011	16,797	10,000	15,000	68	1,529	12,801	3,996	31
MTCE OF METERS	3,637	47,002	53,333	80,000	(12)	5,218	41,058	5,944	14
VOLTAGE COMPLAINTS	507	4,442	8,000	12,000	(44)	1,865	8,474	(4,031)	(48)

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
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FOR PERIOD ENDING AUGUST 2024

Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
SALARIES TRANSMISSION & DIST	2,459	20,018	20,000	30,000	0	2,599	18,682	1,336	7
ELECTRIC MAPPING	4,264	103,023	66,666	100,000	55	6,618	90,113	12,910	14
MTCE OF OH SECONDARY	2,544	13,683	16,666	25,000	(18)	4,398	17,751	(4,067)	(23)
MTCE OF URD SECONDARY	8,945	38,735	40,000	60,000	(3)	10,049	39,287	(551)	(1)
TRANSPORTATION EXPENSE	20,704	205,461	200,000	300,000	3	25,347	193,664	11,797	6
Total For Maintenance Expense:	147,573	1,300,358	1,138,000	1,668,500	14	199,429	1,146,472	153,885	13
Depreciation & Amortization									
DEPRECIATION	219,657	1,756,034	1,626,320	2,439,475	8	208,090	1,662,878	93,155	6
AMORTIZATION	55,677	445,423	445,424	668,136	0	55,677	445,423	0	0
Total For Depreciation & Amortization:	275,334	2,201,457	2,071,744	3,107,611	6	263,768	2,108,302	93,155	4
Interest Expense									
INTEREST EXPENSE - BONDS	68,246	560,625	560,624	845,673	0	71,400	585,091	(24,466)	(4)
AMORTIZATION OF DEBT DISCOU	(4,988)	(39,908)	(39,908)	(59,863)	0	(4,988)	(39,908)	0	0
Total For Interest Expense:	63,257	520,716	520,716	785,810	0	66,412	545,183	(24,466)	(4)
Other Operating Expense									
EV CHARGING EXPENSE	138	1,685	2,066	3,100	(18)	239	1,341	343	26
LOSS ON DISPOSITION OF PROP (C	0	4,105	0	155,800	0	0	13,073	(8,968)	(69)
OTHER DONATIONS	0	0	2,000	3,000	(100)	0	108	(108)	(100)
MUTUAL AID	24,218	27,519	0	0	0	4,415	4,415	23,103	523
PENSION EXPENSE	0	0	0	295,000	0	0	0	0	0
OTHER INTEREST EXPENSE	0	0	0	0	0	0	378	(378)	(100)
INTEREST EXPENSE - METER DEP	4,828	38,129	33,333	50,000	14	3,993	31,620	6,508	21
Total For Other Operating Expense:	29,186	71,439	37,400	506,900	91	8,649	50,938	20,501	40
Customer Accounts Expense									
METER READING EXPENSE	5,255	30,726	31,333	47,000	(2)	3,653	27,188	3,537	13
DISCONNECT/RECONNECT EXPEN	1,625	10,064	14,666	22,000	(31)	2,869	14,661	(4,597)	(31)
MISC CUSTOMER ACCOUNTS EXP	31,050	231,206	230,000	345,000	1	28,388	220,363	10,842	5
BAD DEBT EXPENSE & RECOVER	3,408	11,848	16,666	25,000	(29)	496	23,963	(12,115)	(51)
Total For Customer Accounts Expense:	41,339	283,845	292,666	439,000	(3)	35,408	286,178	(2,333)	(1)
Administrative Expense									
SALARIES OFFICE & COMMISSION	72,423	588,300	605,333	908,000	(3)	71,088	533,916	54,383	10
TEMPORARY STAFFING	0	0	2,666	4,000	(100)	0	0	0	0
OFFICE SUPPLIES	6,961	61,275	83,333	125,000	(26)	12,188	86,417	(25,142)	(29)
ELECTRIC & WATER CONSUMPTI	2,581	18,515	26,666	40,000	(31)	2,929	20,198	(1,682)	(8)
BANK FEES	265	1,820	1,666	2,500	9	219	1,230	589	48

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ELK RIVER, MINNESOTA
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Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
LEGAL FEES	3,050	15,119	20,000	30,000	(24)	1,265	15,704	(584)	(4)
AUDITING FEES	1,640	12,320	14,666	22,000	(16)	1,623	13,946	(1,626)	(12)
INSURANCE	15,385	123,575	126,666	190,000	(2)	14,905	139,856	(16,281)	(12)
UTILITY SHARE - DEFERRED COM	8,248	92,286	80,000	120,000	15	6,244	92,949	(663)	(1)
UTILITY SHARE - MEDICAL/DENT	61,735	605,150	620,727	870,000	(3)	58,566	588,516	16,633	3
UTILITY SHARE - PERA	25,892	204,543	201,333	302,000	2	24,969	192,690	11,852	6
UTILITY SHARE - FICA	25,261	199,673	196,666	295,000	2	24,961	188,726	10,947	6
EMPLOYEE SICK PAY	39,491	111,527	110,000	165,000	1	9,852	108,135	3,392	3
EMPLOYEE HOLIDAY PAY	0	88,951	78,181	172,000	14	0	84,260	4,691	6
EMPLOYEE VACATION & PTO PA	46,800	237,656	189,909	275,000	25	18,764	188,015	49,641	26
UPMIC DISTRIBUTION	0	43,795	50,500	101,000	(13)	0	36,462	7,333	20
LONGEVITY PAY	1,240	2,920	2,920	6,964	0	3,265	12,868	(9,948)	(77)
CONSULTING FEES	5,708	33,663	65,066	97,600	(48)	0	3,415	30,248	886
TELEPHONE	2,774	23,334	25,333	38,000	(8)	2,878	24,864	(1,530)	(6)
ADVERTISING	1,060	8,976	12,666	19,000	(29)	1,648	9,066	(89)	(1)
DUES & SUBSCRIPTIONS - FEES	9,996	81,930	91,689	137,533	(11)	9,598	78,638	3,291	4
SCHOOLS & MEETINGS	18,519	130,908	171,000	274,894	(23)	36,009	152,602	(21,694)	(14)
MTCE OF GENERAL PLANT & OFFI	845	6,760	8,666	13,000	(22)	1,002	8,021	(1,261)	(16)
Total For Administrative Expense:	349,881	2,693,005	2,785,660	4,208,492	(3)	301,980	2,580,505	112,499	4
General Expense									
CIP REBATES - RESIDENTIAL	7,732	58,685	60,505	90,758	(3)	5,500	38,691	19,994	52
CIP REBATES - COMMERCIAL	1,845	43,944	74,666	112,000	(41)	2,047	43,011	933	2
CIP - ADMINISTRATION	39,776	132,473	121,976	182,965	9	3,644	10,537	121,936	1,157
CIP - MARKETING	3,737	36,023	34,156	51,235	5	2,721	26,801	9,221	34
CIP - LABOR	7,618	65,738	89,214	133,822	(26)	12,314	94,336	(28,597)	(30)
CIP REBATES - LOW INCOME	0	3,468	12,480	18,720	(72)	0	11,879	(8,411)	(71)
CIP - LOW INCOME LABOR	789	6,268	6,666	10,000	(6)	849	6,543	(275)	(4)
ENVIRONMENTAL COMPLIANCE	3,293	22,064	23,333	35,000	(5)	2,708	13,240	8,823	67
MISC GENERAL EXPENSE	(46)	2,110	1,666	2,500	27	(3)	6,045	(3,934)	(65)
Total For General Expense:	64,746	370,777	424,666	637,000	(13)	29,781	251,087	119,689	48
Total Expenses(before Operating Transfers)	4,118,571	27,715,407	30,110,133	44,976,678	(8)	4,495,947	29,307,475	(1,592,068)	(5)
Operating Transfer									
Operating Transfer/Other Funds									
TRANSFER TO CITY ELK RIVER R	168,249	1,007,490	1,126,464	1,707,411	(11)	155,219	1,086,448	(78,958)	(7)

ELK RIVER MUNICIPAL UTILITIES
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Electric	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total For Operating Transfer/Other Funds:	168,249	1,007,490	1,126,464	1,707,411	(11)	155,219	1,086,448	(78,958)	(7)
Utilities & Labor Donated									
UTILITIES & LABOR DONATED TO	19,746	150,419	176,000	264,000	(15)	18,333	177,794	(27,375)	(15)
Total For Utilities & Labor Donated:	19,746	150,419	176,000	264,000	(15)	18,333	177,794	(27,375)	(15)
Total Operating Transfer									
Total For Total Operating Transfer:	187,995	1,157,909	1,302,464	1,971,411	(11)	173,552	1,264,243	(106,334)	(8)
Net Income Profit(Loss)	756,815	965,446	574,479	1,573,740	68	(158,536)	(187,783)	1,153,229	614

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FOR PERIOD ENDING AUGUST 2024

Water	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Revenue									
Operating Revenue									
Water Sales									
WATER SALES RESIDENTIAL	216,140	979,158	1,063,343	1,595,403	(8)	221,384	1,241,337	(262,178)	(21)
WATER SALES COMMERCIAL	132,926	609,922	571,273	923,908	7	140,396	637,696	(27,774)	(4)
WATER SALES IRRIGATION	63,657	155,314	154,258	268,691	1	89,412	258,136	(102,822)	(40)
Total For Water Sales:	412,724	1,744,395	1,788,875	2,788,003	(2)	451,193	2,137,170	(392,775)	(18)
Total Operating Revenue									
	412,724	1,744,395	1,788,875	2,788,003	(2)	451,193	2,137,170	(392,775)	(18)
Total For Total Operating Revenue:	412,724	1,744,395	1,788,875	2,788,003	(2)	451,193	2,137,170	(392,775)	(18)
Other Operating Revenue									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	18,778	71,295	26,666	40,000	167	4,058	27,552	43,743	159
OTHER INTEREST/MISC REVENUE	558	558	1,000	1,500	(44)	0	543	15	3
Total For Interest/Dividend Income:	19,337	71,854	27,666	41,500	160	4,058	28,095	43,758	156
Customer Penalties									
CUSTOMER PENALTIES	1,925	15,249	16,666	25,000	(9)	3,693	14,280	968	7
Total For Customer Penalties:	1,925	15,249	16,666	25,000	(9)	3,693	14,280	968	7
Connection Fees									
WATER/ACCESS/CONNECTION FE	113,454	315,285	133,333	200,000	136	10,800	112,715	202,569	180
CUSTOMER CONNECTION FEES	7,114	21,562	20,000	30,000	8	892	8,743	12,819	147
BULK WATER SALES/HYDRANT R	0	12,764	16,666	25,000	(23)	577	14,186	(1,421)	(10)
Total For Connection Fees:	120,569	349,611	170,000	255,000	106	12,269	135,645	213,966	158
Misc Revenue									
MISC NON-UTILITY	30	50	33	50	52	0	20	30	150
TRANSFER IN FROM CITY	0	0	0	230,000	0	0	0	0	0
MISCELLANEOUS REVENUE	0	716	333	500	115	0	258	458	177
HYDRANT MAINTENANCE PROGR	975	8,625	10,000	15,000	(14)	975	10,237	(1,611)	(16)
CONTRIBUTIONS FROM DEVELOP	0	0	0	65,000	0	0	0	0	0
WATER TOWER LEASE	0	0	0	308,236	0	0	0	0	0
Total For Misc Revenue:	1,005	9,392	10,366	618,786	(9)	975	10,516	(1,123)	(11)
Total Other Revenue									
	142,838	446,108	224,700	940,286	99	20,995	188,538	257,570	137
Total For Total Other Revenue:	142,838	446,108	224,700	940,286	99	20,995	188,538	257,570	137

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Water	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Total Revenue	555,562	2,190,503	2,013,575	3,728,289	9	472,189	2,325,709	(135,205)	(6)
Expenses									
Production Expense									
MTCE OF STRUCTURES	8,734	86,722	76,666	115,000	13	8,471	70,789	15,933	23
Total For Production Expense:	8,734	86,722	76,666	115,000	13	8,471	70,789	15,933	23
Pumping Expense									
SUPERVISION	6,140	46,468	45,000	67,500	3	4,837	41,287	5,181	13
ELECTRIC & GAS UTILITIES	24,792	172,047	223,447	335,171	(23)	35,002	224,315	(52,267)	(23)
SAMPLING	3,308	17,083	11,333	17,000	51	878	10,484	6,599	63
CHEMICAL FEED	8,094	27,124	35,333	53,000	(23)	7,720	33,307	(6,183)	(19)
MTCE OF WELLS	14,979	126,434	110,000	165,000	15	8,105	102,484	23,949	23
SCADA - PUMPING	362	6,051	5,333	8,000	13	251	2,206	3,845	174
Total For Pumping Expense:	57,677	395,210	430,447	645,671	(8)	56,795	414,086	(18,876)	(5)
Distribution Expense									
MTCE OF WATER MAINS	12,600	60,846	116,666	175,000	(48)	11,293	118,914	(58,068)	(49)
LOCATE WATER LINES	1,275	9,424	11,500	17,250	(18)	989	5,680	3,743	66
MTCE OF WATER SERVICES	0	0	333	500	(100)	56	240	(240)	(100)
WATER METER SERVICE	4,810	43,280	44,000	66,000	(2)	3,222	19,912	23,367	117
BACKFLOW DEVICE INSPECTION	2,702	14,191	14,956	20,000	(5)	2,234	13,729	461	3
MTCE OF CUSTOMERS SERVICE	2,823	21,927	22,000	33,000	0	2,710	20,075	1,852	9
WATER MAPPING	1,644	14,251	10,000	15,000	43	491	9,810	4,441	45
MTCE OF WATER HYDRANTS - PU	492	18,766	13,333	20,000	41	3,280	11,191	7,574	68
MTCE OF WATER HYDRANTS - PR	0	4,192	4,000	6,000	5	0	3,338	853	26
WATER CLOTHING/PPE	239	9,451	6,666	10,000	42	1,089	8,738	713	8
WAGES WATER	609	5,046	5,000	7,500	1	639	4,699	346	7
TRANSPORTATION EXPENSE	1,364	14,185	16,000	24,000	(11)	1,923	10,324	3,860	37
WATER PERMIT	0	26,255	28,000	28,000	(6)	0	15,752	10,502	67
Total For Distribution Expense:	28,563	241,818	292,456	422,250	(17)	27,932	242,409	(590)	0
Depreciation & Amortization									
DEPRECIATION	100,522	807,097	766,000	1,148,987	5	98,351	781,054	26,043	3
Total For Depreciation & Amortization:	100,522	807,097	766,000	1,148,987	5	98,351	781,054	26,043	3
Interest Expense									
INTEREST EXPENSE - BONDS	3,266	27,533	27,533	40,600	0	3,466	29,133	(1,600)	(5)
AMORTIZATION OF DEBT DISCOU	(554)	(4,433)	(4,434)	(6,651)	0	(554)	(4,433)	0	0
Total For Interest Expense:	2,712	23,099	23,099	33,949	0	2,912	24,699	(1,600)	(6)

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Water	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
Other Operating Expense									
LOSS ON DISPOSITION OF PROP (C	0	0	0	14,000	0	0	0	0	0
DAM MAINTENANCE EXPENSE	0	177	1,333	2,000	(87)	18	1,707	(1,530)	(90)
PENSION EXPENSE	0	0	0	65,000	0	0	0	0	0
OTHER INTEREST EXPENSE	0	0	0	0	0	0	94	(94)	(100)
INTEREST EXPENSE - METER DEP	60	725	866	1,300	(16)	104	838	(113)	(14)
Total For Other Operating Expense:	60	902	2,200	82,300	(59)	123	2,640	(1,738)	(66)
Customer Accounts Expense									
METER READING EXPENSE	655	3,128	1,666	2,500	88	190	1,403	1,725	123
MISC CUSTOMER ACCOUNTS EXP	7,934	59,536	59,333	89,000	0	7,319	57,032	2,504	4
BAD DEBT EXPENSE & RECOVER	0	19	166	250	(89)	(28)	(28)	47	168
Total For Customer Accounts Expense:	8,589	62,684	61,166	91,750	2	7,482	58,407	4,276	7
Administrative Expense									
SALARIES OFFICE & COMMISSION	21,155	171,620	190,000	285,000	(10)	20,916	155,079	16,541	11
TEMPORARY STAFFING	0	0	666	1,000	(100)	0	0	0	0
OFFICE SUPPLIES	1,390	13,222	24,666	37,000	(46)	1,937	18,506	(5,283)	(29)
ELECTRIC & WATER CONSUMPTI	645	4,630	7,333	11,000	(37)	732	5,049	(418)	(8)
BANK FEES	69	470	400	600	18	61	320	150	47
LEGAL FEES	553	3,092	6,000	9,000	(48)	268	3,342	(250)	(8)
AUDITING FEES	410	3,626	4,000	6,000	(9)	405	4,032	(406)	(10)
INSURANCE	3,555	27,952	28,666	43,000	(2)	3,360	37,753	(9,801)	(26)
UTILITY SHARE - DEFERRED COM	1,546	15,440	14,000	21,000	10	1,143	15,646	(206)	(1)
UTILITY SHARE - MEDICAL/DENT	15,095	143,257	154,545	220,000	(7)	14,292	146,552	(3,294)	(2)
UTILITY SHARE - PERA	4,773	39,169	37,333	56,000	5	4,645	35,742	3,427	10
UTILITY SHARE - FICA	4,792	38,835	36,000	54,000	8	4,549	34,664	4,171	12
EMPLOYEE SICK PAY	5,533	20,062	19,333	29,000	4	2,089	18,327	1,734	9
EMPLOYEE HOLIDAY PAY	(58)	15,969	14,545	32,000	10	0	14,662	1,307	9
EMPLOYEE VACATION & PTO PA	8,524	43,452	36,000	52,000	21	2,946	33,184	10,268	31
UPMIC DISTRIBUTION	0	9,752	10,500	21,000	(7)	0	6,284	3,468	55
WELLHEAD PROTECTION	0	0	1,360	2,000	(100)	0	6,861	(6,861)	(100)
LONGEVITY PAY	310	730	730	837	0	310	2,581	(1,851)	(72)
CONSULTING FEES	851	9,065	30,600	45,900	(70)	630	7,913	1,151	15
TELEPHONE	483	5,229	6,000	9,000	(13)	649	5,648	(418)	(7)
ADVERTISING	265	2,437	3,333	5,000	(27)	329	2,941	(503)	(17)
DUES & SUBSCRIPTIONS - FEES	15,649	58,719	64,100	88,114	(8)	14,915	52,556	6,162	12

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR PERIOD ENDING AUGUST 2024

Water	2024 AUGUST	2024 YTD	2024 YTD BUDGET	2024 ANNUAL BUDGET	2024 YTD Bud Var%	2023 AUGUST	2023 YTD	YTD VARIANCE	2023 v. 2024 Actual Var%
SCHOOLS & MEETINGS	5,654	27,148	37,475	61,072	(28)	4,775	19,378	7,770	40
MTCE OF GENERAL PLANT & OFFI	211	1,688	2,066	3,100	(18)	250	2,005	(317)	(16)
Total For Administrative Expense:	91,411	655,575	729,655	1,092,623	(10)	79,210	629,035	26,539	4
General Expense									
CIP REBATES - RESIDENTIAL	224	596	3,333	5,000	(82)	370	1,111	(515)	(46)
CIP REBATES - COMMERCIAL	0	0	333	500	(100)	0	0	0	0
CIP - MARKETING	0	1,117	1,333	2,000	(16)	0	966	150	16
CIP - LABOR	0	0	3,333	5,000	(100)	0	1,288	(1,288)	(100)
ENVIRONMENTAL COMPLIANCE	61	454	1,666	2,500	(73)	44	1,151	(696)	(60)
MISC GENERAL EXPENSE	0	0	166	250	(100)	0	(24)	24	100
Total For General Expense:	286	2,167	10,166	15,250	(79)	415	4,493	(2,326)	(52)
Total Expenses(before Operating Transfers)	298,558	2,275,278	2,391,858	3,647,781	(5)	281,695	2,227,616	47,661	2
Operating Transfer									
Utilities & Labor Donated									
WATER & LABOR DONATED TO CI	0	0	1,000	1,500	(100)	0	0	0	0
Total Operating Transfer									
Total For Total Operating Transfer:	0	0	1,000	1,500	(100)	0	0	0	0
Net Income Profit(Loss)	257,004	(84,774)	(379,283)	79,007	78	190,493	98,092	(182,867)	(186)

Beginning Fiscal Period[YYYYMM]: 202401

GL Division: All

GL Department: All

Ending Fiscal Period[YYYYMM]: 202408

GL Activity: All

Period Type: Closed Period

Budget Revenue Comparison & Variance
Jan, 2024 - Aug, 2024

-$1,971,386.88

-5.80%

Actual	Budget
$32,029,267.54	$34,000,654.42

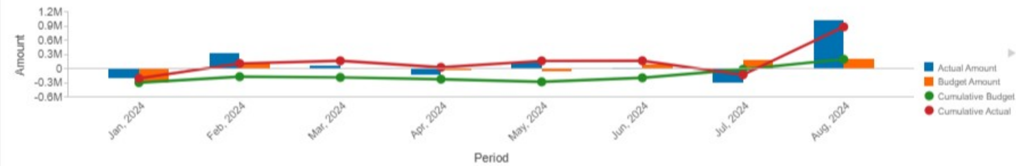
Budget Expense Comparison & Variance
Jan, 2024 - Aug, 2024

-$2,656,861.76

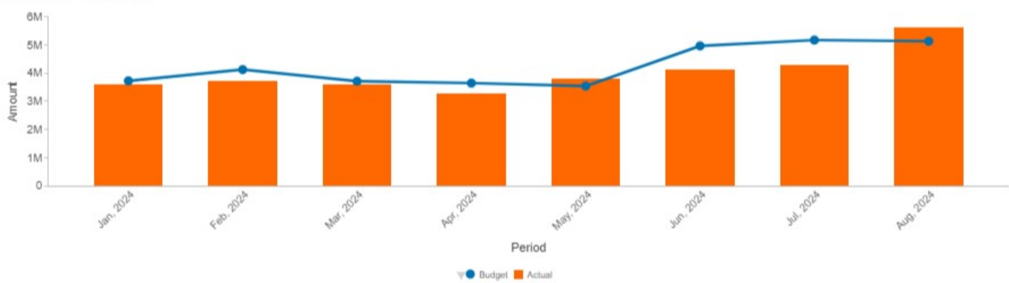
-7.86%

Actual	Budget
$31,148,595.74	$33,805,457.50

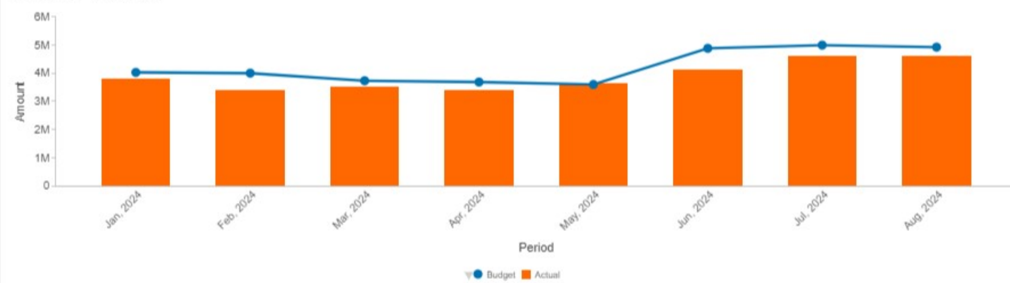
Budget Analysis by Period
Jan, 2024 - Aug, 2024



Revenue Budget vs Actual by Period
Jan, 2024 - Aug, 2024



Expense Budget vs Actual by Period
Jan, 2024 - Aug, 2024



UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Melissa Karpinski – Finance Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 5.2
SUBJECT: 2025 Annual Business Plan: Electric and Water Expenses	
ACTION REQUESTED: None.	

DISCUSSION:
In preparation for budget submittal in November, staff continues to work through the 2025 budget process. The first draft of the expense portion of the 2025 budget has been completed for commission review. Items are subject to change as the complete 2025 budget is assembled and the finalized wholesale power costs and revenues are reflected. Revenues and rates, wholesale power costs, and Conservation Improvement Program for 2025 will be presented in November.

Attached is the following information for your review. Additional budget details are available upon request. Please contact staff for additional information.

1. Electric Department Expense Budget – The 2025 budget for electric expenses is a 4.4% increase compared to the current year's budget (excluding purchased power). It is noteworthy that the 2024 forecast for expenses (excluding purchased power) is a 0.3% decrease compared to budget. Wholesale power costs make up around 70% of the operating budget and will be provided in next month's budget with the revenue projections. Most notable accounts are for other operating expenses due to the disposal of meters (loss of capital) for the Advanced Metering Infrastructure (AMI) project and estimated pension expense due to GASB 68 (this entry is prepared at year-end by our auditors). It is planned to bring in contractors again in 2025 for tree trimming. There will also be a focus on mapping in 2025. Additionally, there is an expected 12.55% increase to health insurance premiums. These preliminary expense numbers will likely be adjusted during the next phase of budgeting when the 2025 rates are designed.

   The 2024 budgeted purchased power cost amount was $32,756,447. The 2025 projected wholesale power cost increase has yet to be communicated to ERMU. Preliminarily we are applying last year's wholesale power rates (may vary slightly when the rate formula is applied to ERMU's load profile and anticipated growth). When factoring the preliminary wholesale power cost forecast and the preliminary electric department expense budget, the overall preliminary electric department expense budget increase is 1.2% compared to 2024 budget.

The budgeted Payment in Lieu of Taxes (PILOT) amount for 2025 is $1.934 million. PILOT is comprised of $1.669 million based off 4% of the city of Elk River sales calculation, and $265,000 in donated utilities and labor. This preliminary projection will change when revenue is budgeted for next month.

2. <u>Water Department Expense Budget</u> – The 2025 budget for water expenses is an 8.6% increase compared to the current year's budget. It is noteworthy that the 2024 forecast for expenses is a 3.4% decrease compared to budget. Most notable accounts are depreciation which is due to large capital projects being put into service, maintenance of wells, and medical insurance due to an expected 12.55% increase to premiums.

3. Both Electric and Water budgets have been built with a wage adjustment of 3.67% on January 1, 2025. Water is anticipating adding an additional water operator with the increased workload of the additional wells, treatment plants, and AMI project. An additional administrative specialist is also slated for 2025.

ATTACHMENTS:

- Preliminary 2025 Electric Expense Budget
- Preliminary 2025 Water Expense Budget

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
2025 ELECTRIC BUDGET

Electric	**2025 Annual Budget**	**2024 Annual Budget**	**2023 Annual Actual**	
Operating & Mtce Expense				
540.5461 OPERATING SUPERVISION	145,000	131,000	120,165	
540.5471 DIESEL OIL FUEL	-	10,000	3,915	Plant de-commissioning
540.5472 NATURAL GAS	30,000	33,000	28,240	
540.5483 ELECTRIC & WATER CONSUMPTION - PLANT	62,000	66,000	62,628	
540.5484 PLANT SUPPLIES & OTHER EXPENSE	15,000	15,000	27,882	
540.5491 MISC POWER GENERATION EXPENSE	1,000	8,000	3,909	
540.5521 MAINTENANCE OF STRUCTURE - PLANT	15,000	21,000	19,304	
540.5531 MTCE OF PLANT ENGINES/GENERATORS	5,000	39,000	19,571	
540.5541 MTCE OF PLANT/LAND IMPROVEMENT	50,000	46,000	29,436	
Total for Operating & Mtce Expense:	323,000	369,000	315,050	
Transmission Expense				
560.562 TRANSMISSION MTCE AND EXPENSE	76,000	72,000	63,810	
Total for Transmission Expense:	76,000	72,000	63,810	
Distribution Expense				
580.5801 REMOVE EXISTING SERVICE & METERS	2,000	2,000	759	
580.5821 SCADA EXPENSE	55,000	45,000	53,498	
580.5831 TRANSFORMER EXPENSE OH & URD	25,000	15,000	19,018	
580.5851 MTCE OF SIGNAL SYSTEMS	3,000	3,000	2,667	
580.5861 METER EXPENSE - REMOVE & RESET	1,500	1,500	1,610	
580.5871 TEMP SERVICE - INSTALL & REMOVE	10,000	7,000	9,206	
580.5881 MISC DISTRIBUTION EXPENSE	400,000	350,000	345,140	
580.589 INTERCONNECTION CARRYING CHARGE	-	2,417	2,416	
Total for Distribution Expense:	496,500	425,917	434,314	
Maintenance Expense				
590.5911 MTCE OF STRUCTURES	90,000	50,000	71,216	
590.5921 MTCE OF SUBSTATIONS	25,000	36,000	40,623	
590.5922 MTCE OF SUBSTATION EQUIPMENT	90,000	79,000	79,615	
590.5931 MTCE OF OH LINES/TREE TRIM	260,000	230,000	225,909	$145k contractors Jan-Apr
590.5932 MTCE OF OH LINES/STANDBY	45,000	40,000	36,654	
590.5933 MTCE OF OH PRIMARY	190,000	170,000	152,226	
590.5941 MTCE OF URD PRIMARY	250,000	220,000	214,304	
590.5943 LOCATE ELECTRIC LINES	125,000	110,000	105,451	
590.5944 LOCATE FIBER LINES	2,500	1,500	624	
590.5951 MTCE OF LINE TRANSFORMERS	75,000	60,000	83,650	
590.5961 MTCE OF STREET LIGHTING	60,000	50,000	48,781	
590.5962 MTCE OF SECURITY LIGHTING	25,000	15,000	18,471	
590.5971 MTCE OF METERS	80,000	80,000	69,871	
590.5972 VOLTAGE COMPLAINTS	12,000	12,000	10,389	
590.5981 SALARIES TRANSMISSION & DISTRIBUTION	33,000	30,000	28,029	
590.5985 ELECTRIC MAPPING	155,000	100,000	111,093	
590.5986 FIBER MAPPING	15,000	-	-	
590.5991 MTCE OF OH SECONDARY	22,000	25,000	26,387	
590.5992 MTCE OF URD SECONDARY	75,000	60,000	68,402	
590.5995 TRANSPORTATION EXPENSE	325,000	300,000	279,657	Increased labor and fuel costs
Total for Maintenance Expense:	1,954,500	1,668,500	1,671,352	
Depreciation & Amortization				
595.8031 DEPRECIATION	2,630,704	2,439,476	2,508,985	
595.8032 AMORTIZATION	668,136	668,136	668,135	
Total for Depreciation & Amortization:	3,298,840	3,107,612	3,177,120	
Interest Expense				
596.8071 INTEREST EXPENSE - BONDS	794,932	845,673	870,693	
597.8281 AMORTIZATION OF DEBT DISCOUNT/PREMIUM	(59,863)	(59,863)	(59,862)	
Total for Interest Expense:	735,069	785,810	810,831	
Other Operating Expense				
597.8165 EV CHARGING EXPENSE	1,400	3,100	6,552	
597.8213 LOSS ON DISPOSITION OF PROP (CAPITAL)	135,000	155,800	13,073	Meters (due to AMI)
597.8263 OTHER DONATIONS	1,500	3,000	108	
597.8265 MUTUAL AID	-	-	4,415	
597.8302 PENSION EXPENSE	259,000	295,000	211,616	GASB 68
597.8311 OTHER INTEREST EXPENSE	-	-	378	
597.8341 INTEREST EXPENSE - METER DEPOSITS	58,000	50,000	47,921	
Total for Other Operating Expense:	454,900	506,900	284,063	
Customer Accounts Expense				
900.9021 METER READING EXPENSE	35,000	47,000	43,805	
900.903 DISCONNECT/RECONNECT EXPENSE	10,000	22,000	20,348	
900.9051 MISC CUSTOMER ACCOUNTS EXPENSE UTILITY	360,150	345,000	340,258	
900.9061 BAD DEBT EXPENSE & RECOVERY	25,000	25,000	29,142	
Total for Customer Accounts Expense:	430,150	439,000	433,553	
Administrative Expense				
920.9201 SALARIES OFFICE & COMMISSION	956,000	908,000	792,284	
920.9205 TEMPORARY STAFFING	4,000	4,000	-	
920.9211 OFFICE SUPPLIES	125,000	125,000	113,010	
920.9212 ELECTRIC & WATER CONSUMPTION - OFFICE	30,000	40,000	27,148	
920.9213 BANK FEES	2,700	2,500	1,886	
920.9221 LEGAL FEES	30,000	30,000	20,028	
920.9231 AUDITING FEES	20,640	22,000	20,439	
920.9241 INSURANCE	190,000	190,000	201,330	

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
2025 ELECTRIC BUDGET

Electric	2025 Annual Budget	2024 Annual Budget	2023 Annual Actual	
920.926 UTILITY SHARE - DEFERRED COMP	125,200	120,000	116,375	
920.9261 UTILITY SHARE - MEDICAL/DENTAL/DISABIL	932,000	870,000	824,442	12.55% projected medical ins increase
920.9262 UTILITY SHARE - PERA	328,000	302,000	286,887	
920.9263 UTILITY SHARE - FICA	320,000	295,000	280,348	
920.9264 EMPLOYEE SICK PAY	200,000	165,000	175,686	
920.9265 EMPLOYEE HOLIDAY PAY	190,000	172,000	168,236	
920.9266 EMPLOYEE VACATION & PTO PAY	330,000	275,000	279,368	
920.9267 UPMIC DISTRIBUTION	115,100	101,000	88,867	
920.929 LONGEVITY PAY	9,945	6,964	15,168	
920.9291 CONSULTING FEES	78,000	97,600	2,732	NISC, Rate Study, Comp Study, Power Plant
920.9301 TELEPHONE	38,000	38,000	36,236	
920.9302 ADVERTISING	19,000	19,000	13,765	
920.9303 DUES & SUBSCRIPTIONS - FEES	146,859	137,534	124,702	
920.9305 SCHOOLS & MEETINGS	276,665	274,895	223,111	
920.9321 MTCE OF GENERAL PLANT & OFFICE HEATING	11,000	13,000	9,847	
Total for Administrative Expense:	4,478,108	4,208,492	3,821,895	
General Expense				
920.9269 CIP REBATES - RESIDENTIAL	90,758	90,758	60,902	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.927 CIP REBATES - COMMERCIAL	112,000	112,000	71,268	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9271 CIP - ADMINISTRATION	182,965	182,965	27,286	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9272 CIP - MARKETING	51,235	51,235	36,225	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9273 CIP - LABOR	133,822	133,822	138,208	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9274 CIP REBATES - LOW INCOME	18,720	18,720	16,193	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9275 CIP - LOW INCOME LABOR	10,000	10,000	9,391	Will update 2024 budget in Nov, currently utilizing 2024 budget data
920.9281 ENVIRONMENTAL COMPLIANCE	32,000	35,000	23,454	
920.9306 MISC GENERAL EXPENSE	5,300	2,500	5,108	
Total for General Expense:	636,800	637,000	388,035	
Operating Transfer				
Operating Transfer/Other Funds				
597.8262 TRANSFER TO CITY ELK RIVER REVENUE	1,669,000	1,707,412	1,620,377	4% of Elk River Sales
Total for Operating Transfer/Other Funds:	1,669,000	1,707,412	1,620,377	
Utilities & Labor Donated				
597.8261 UTILITIES & LABOR DONATED TO CITY	265,000	264,000	253,563	
Total for Utilities & Labor Donated:	265,000	264,000	253,563	
Total Operating Transfer				
Total for Total Operating Transfer:	1,934,000	1,971,412	1,873,940	
Total Expense	**14,817,867**	**14,191,643**	**13,273,963**	
Expense Budget Change Year over Year	4.4%			

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
2025 WATER BUDGET

Water	2025 Annual Budget	2024 Annual Budget	2023 Annual Actual	
Expenses				
Production Expense				
700.7021 MTCE OF STRUCTURES	130,000	115,000	104,828	
Total for Production Expense:	130,000	115,000	104,828	
Pumping Expense				
710.7101 SUPERVISION	75,000	67,500	63,017	
710.7181 ELECTRIC & GAS UTILITIES	310,000	335,171	300,994	
710.7182 SAMPLING	24,150	17,000	17,430	
710.7183 CHEMICAL FEED	50,000	53,000	46,426	
710.722 MTCE OF WELLS	200,000	165,000	131,604	
710.723 SCADA - PUMPING	10,000	8,000	3,576	
Total for Pumping Expense:	669,150	645,671	563,047	
Distribution Expense				
730.7301 MTCE OF WATER MAINS	175,000	175,000	144,493	
730.7309 LOCATE WATER LINES	20,000	17,250	8,898	
730.7311 MTCE OF WATER SERVICES	500	500	240	
730.7312 WATER METER SERVICE	70,000	66,000	28,604	
730.7316 BACKFLOW DEVICE INSPECTION	23,160	20,000	19,146	Labor and software expense
730.7321 MTCE OF CUSTOMERS SERVICE	35,000	33,000	30,328	
730.7325 WATER MAPPING	17,000	15,000	17,752	
730.7326 FIBER MAPPING	15,000	-	-	
730.7331 MTCE OF WATER HYDRANTS - PUBLIC	20,000	20,000	16,331	
730.7332 MTCE OF WATER HYDRANTS - PRIVATE	7,000	6,000	3,665	
730.7341 WATER CLOTHING/PPE	15,000	10,000	10,352	
730.7391 WAGES WATER	9,810	7,500	7,030	
730.7395 TRANSPORTATION EXPENSE	25,000	24,000	15,831	Increased labor and fuel costs
730.7399 WATER PERMIT	27,000	28,000	15,752	Increased summer water use fees
Total for Distribution Expense:	459,470	422,250	318,422	
Depreciation & Amortization				
595.8031 DEPRECIATION	1,333,142	1,148,988	1,174,752	
Total for Depreciation & Amortization:	1,333,142	1,148,988	1,174,752	
Interest Expense				
596.8071 INTEREST EXPENSE - BONDS	38,117	40,600	43,000	
597.8281 AMORTIZATION OF DEBT DISCOUNT/PREMIUM	(6,651)	(6,651)	(6,650)	
Total for Interest Expense:	31,466	33,949	36,350	
Other Operating Expense				
597.8213 LOSS ON DISPOSITION OF PROP (CAPITAL)	18,000	14,000	-	Meters (due to AMI)
597.8264 DAM MAINTENANCE EXPENSE	-	2,000	1,876	
597.8302 PENSION EXPENSE	45,000	65,000	19,334	GASB 68
597.8311 OTHER INTEREST EXPENSE	-	-	94	
597.8341 INTEREST EXPENSE - METER DEPOSITS	750	1,300	1,262	
Total for Other Operating Expense:	63,750	82,300	22,566	
Customer Accounts Expense				
900.9021 METER READING EXPENSE	7,000	2,500	2,238	
900.9051 MISC CUSTOMER ACCOUNTS EXPENSE UTILITY	98,000	89,000	86,429	
900.9061 BAD DEBT EXPENSE & RECOVERY	250	250	(28)	
Total for Customer Accounts Expense:	105,250	91,750	88,639	

ELK RIVER MUNICIPAL UTILITIES
ELK RIVER, MINNESOTA
2025 WATER BUDGET

Water	2025 Annual Budget	2024 Annual Budget	2023 Annual Actual	
Administrative Expense				
920.9201 SALARIES OFFICE & COMMISSION	275,000	285,000	230,045	
920.9205 TEMPORARY STAFFING	1,000	1,000	-	
920.9211 OFFICE SUPPLIES	30,000	37,000	24,421	
920.9212 ELECTRIC & WATER CONSUMPTION - OFFICE	7,000	11,000	6,787	
920.9213 BANK FEES	700	600	484	
920.9221 LEGAL FEES	5,000	9,000	4,375	
920.9231 AUDITING FEES	6,700	6,000	5,655	
920.9241 INSURANCE	45,000	43,000	51,107	
920.926 UTILITY SHARE - DEFERRED COMP	21,600	21,000	21,515	
920.9261 UTILITY SHARE - MEDICAL/DENTAL/DISABIL	258,000	220,000	202,874	12.55% projected medical ins increase
920.9262 UTILITY SHARE - PERA	66,560	56,000	52,775	
920.9263 UTILITY SHARE - FICA	64,000	54,000	50,873	
920.9264 EMPLOYEE SICK PAY	35,000	29,000	28,323	
920.9265 EMPLOYEE HOLIDAY PAY	37,000	32,000	30,911	
920.9266 EMPLOYEE VACATION & PTO PAY	60,000	52,000	48,487	
920.9267 UPMIC DISTRIBUTION	23,932	21,000	16,347	
920.929 LONGEVITY PAY	2,130	837	2,581	
920.9268 WELLHEAD PROTECTION	2,000	2,000	6,861	
920.9291 CONSULTING FEES	48,000	45,900	10,266	AE2S, NISC, Rate Study, Comp Study
920.9301 TELEPHONE	9,000	9,000	8,249	
920.9302 ADVERTISING	5,000	5,000	4,116	
920.9303 DUES & SUBSCRIPTIONS - FEES	88,761	88,114	73,689	
920.9305 SCHOOLS & MEETINGS	59,104	61,073	36,453	
920.9321 MTCE OF GENERAL PLANT & OFFICE HEATING	3,000	3,100	2,461	
Total for Administrative Expense:	1,153,486	1,092,624	919,655	
General Expense				
920.9269 CIP REBATES - RESIDENTIAL	5,000	5,000	1,185	
920.927 CIP REBATES - COMMERCIAL	500	500	-	
920.9272 CIP - MARKETING	2,000	2,000	966	
920.9273 CIP - LABOR	5,000	5,000	1,288	
920.9281 ENVIRONMENTAL COMPLIANCE	2,500	2,500	1,364	
920.9306 MISC GENERAL EXPENSE	250	250	(669)	
Total for General Expense:	15,250	15,250	4,134	
Total Expenses (before Operating Transfers)	3,960,965	3,647,782	3,232,393	
Operating Transfer				
Utilities & Labor Donated				
597.8261 WATER & LABOR DONATED TO CITY	2,000	1,500	-	
Total Operating Transfer				
Total for Total Operating Transfer:	2,000	1,500	-	
Total Expense	3,962,965	3,649,282	3,232,393	
Budget Change Year over Year	8.6%			

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mike Tietz - Technical Services Superintendent
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 5.3
SUBJECT: Advanced Metering Infrastructure Update	
ACTION REQUESTED: None	

DISCUSSION:
As of October 3, Allegiant has completed 2,128 residential water meter replacements and 213 retrofits. Allegiant's goal is to maintain four technicians working during the duration of our project.

Allegiant's commercial meter subcontractor (Archer Plumbing) has completed 19 commercial meter replacements and 14 retrofits as of October 3.

Staff have started replacing the seasonal irrigation meters to help mitigate issues related to these types of services. We are tagging these meters with labelling that indicates the location of the meter so that the companies maintaining these seasonal irrigation systems re-install them at the correct location.

To date we have made 31 residential repairs utilizing master plumber Karsten Nelson (Archer Plumbing) with a running total of $11,035.36 in repair costs. This is about a 1.45% repair rate based on the total number of installed water meters. In April 2024, the Commission voted to absorb these residential costs at an estimated $300 per job for approximately 100-150 homes, totaling between $30-45k. The residential water meter exchange work is about 48% complete.

Our distributor informed us on September 26 that the anticipated shipment of approximately 3,000 residential electric meters scheduled for October delivery from Sensus will be delayed. I will be meeting with the Senior Director of North America Sales at Sensus during the Reach conference in Atlanta that I will be attending in a couple weeks. I plan to discuss the supply chain issues that we are experiencing and work on finding an acceptable resolution to this problem.

We have informed Allegiant of this delay and will be discussing whether we are willing to allow them to work through most of our available inventory of electric meters. This means that there would most likely be a postponement of the installations until we receive additional inventory in 2025.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Mark Hanson – General Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1a
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Settlement negotiations with RJM Construction for closing out the Field Services Building project continue. Our most recent proposal was sent to RJM on Tuesday, September 24. We have not received a response from RJM. Once a response has been received, I will work with our attorneys to plan appropriate next steps.

- The Wage and Benefits Committee held its first meeting of the year on Monday, September 23. A second meeting was scheduled for October 8. The following agenda items took place at the September 23 meeting:
  - Staff's wage and benefits request: only one item was requested, an annual wage adjustment of 3.67%, calculated as the average adjustment for the seven metro average communities.
  - We reviewed the merits of a possible standard practice of using the Metro Average to compute a recommended annual wage adjustment.
  - We reviewed several possible changes/updates to the Utilities Performance Metric Incentive Compensation scorecard. I incorporated the feedback received into a proposed scorecard for discussion at the October 8 meeting.
  - We reviewed our Purchased Vacation Time program and whether it was still needed given recent time-off-related changes.

- I had a good conversation with the same architectural company that designed and managed Owatonna Public Utilities' project to convert their generation plant into administrative offices. They are excited to work with us in developing a high-level concept review of what it would take to convert our plant into a history/education center. I will also have them evaluate the costs to demo the building. This way we'll have comparative data for the two options to bring back to the Commission for planning possible next steps.

- The Minnesota Municipal Power Agency (MMPA) Board of Directors met September 24, at Chaska City Hall in Chaska, Minnesota and via videoconference. Commissioner Stewart and I attended. The public summary follows:
    - The Board reviewed the Agency's operating and financial performance for August 2024.
    - Clean Energy Choice program participation increased to 5.8%.
    - The Board discussed the status of renewable projects the Agency is pursuing.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Sara Youngs – Administrations Director
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1b
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Office walk-in traffic for September consisted of 140 customers, averaging 35 customers per week over the four-week period.

- The Cold Weather Rule (CWR) goes into effect on October 1, 2024, and will expire on April 30, 2025. To comply with CWR for disconnection notifications, Elk River Municipal Utilities (ERMU) is adjusting its procedures as it continues to upgrade to Advanced Metering Infrastructure (AMI) electric meters. Customers who are at risk of disconnection will now receive a past-due notice 30 days before the scheduled disconnection date. This notice will be sent via mail. ERMU will no longer leave a door hanger two weeks prior to disconnection or at the time of disconnection for AMI meters. Customers with AMI meters will experience improved reconnection process. Once a payment for the past due balance is made, they will be reconnected immediately. This eliminates the need to wait until the next business day for reconnection. This approach aims to ensure compliance with CWR while enhancing the efficiency of the disconnection and reconnection process for customers with AMI meters.

- ERMU disconnections for September
    - Cycle 3 – 7 AMI disconnections and 13 manual disconnections
    - Cycle 4 – 7 AMI disconnections and 13 manual disconnections
    - Cycle 1 – 28 AMI disconnections and 16 manual disconnections

- Our credit and collections specialist has started the assessment process, customers have begun receiving their notices with a due date for assessment payments being November 1.

- Finance, inventory, IT, customer service, and administration staff attended the Member Information Conference (MIC), National Information Solutions Cooperative's premier learning event. This event has been bringing together members, staff, partners, and friends for decades. The MIC is an excellent opportunity to learn more about challenges, unveil the newest technologies, and share best practices. This year the conference was held in Lake Buena Vista, FL September 16-19. Staff that attended the MIC will be holding a post-conference meeting to discuss takeaways, outlining initiatives to review with the management team.

- Through the AMI project and part of our ongoing commitment to exceptional service, we are proactively reaching out to bring potential water usage issues to our customers with a continuous water use letter. The letter lets customers know that their AMI water meter has detected twenty-four consecutive hours of water flow, suggesting a possible leak in their plumbing. The letter is attached.

- In the last 30 days, combined the level two charger located downtown and in the parking lot in front of ERMU had 47 sessions and provided customers with 988 kWh of green energy.

- The IT staff and city staff are coordinating with the fiber contractor to address punch list items with an expected completion date of October 4.

ATTACHMENTS:

- Continuous Water Use Notification - Letter

Elk River
Municipal Utilities

Dear [Customer Name],

As part of Elk River Municipal Utilities' ongoing commitment to exceptional service, we are proactively reaching out to bring a potential water usage issue at your property to your attention.

Through the Advanced Metering Infrastructure (AMI) system, continuous usage through your water meter has been detected over the course of twenty-four consecutive hours. This suggests a possible leak in your plumbing. Addressing this promptly can help prevent water waste and property damage.

To assist you in identifying and resolving the issue, here are some common sources of household leaks that can cause continuous water usage:

1. **Toilet Leaks:** Toilets that run after flushing or that have tank-to-bowl leaks can waste a lot of water. Listen for running water after flushing each toilet in the home.
2. **Faucet Leaks:** Dripping faucets or those that don't shut off completely, both inside and outside, are common sources of water waste.
3. **Water Softener Issues:** Inspect your water softener for potential leaks or malfunctions, as they may contribute to continuous water usage.
4. **Whole House Humidifier Leaks:** A whole house humidifier is connected to your furnace and uses water to create humidity. Inspect your humidifier for leaks or malfunctions.
5. **Irrigation System Leaks:** Inspect your sprinkler and drip irrigation systems for any leaks that may be contributing to continuous water usage.
6. **Water Heater Leaks:** Look for signs of corrosion or moisture on the water heater tank and connections or on the floor.

We recommend contacting a professional plumber to help identify and repair any leaks in your home. Taking quick action will help conserve water, save you money, and protect your property.

If you have any questions or need further assistance, please contact our customer service team during regular business hours at 763.441.2020 or customerservice@ermumn.com.

Sincerely,

Elk River Municipal Utilities

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Melissa Karpinski – Finance Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1c
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Continued efforts compiling 2025 budget information.

- I attended the National Information Solutions Cooperative's Member Information Conference, September 16-19 in Lake Buena Vista, FL. This was a great opportunity to network and attend many useful sessions including some on Mosaic, budgeting, purchasing, reporting, and security. I am looking forward to bringing some of the things I learned back to the team.

- Our Accounts Payable/Payroll Specialist, Kathy, is attending the 2024 American Payroll Association Northstar Chapter's annual statewide conference on October 10-11 in Bloomington, MN.

- The Financial Reseves & Investment Committee will plan on having its annual meeting before the November Commission meeting.

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Tony Mauren – Governance & Communications Manager
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1d
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- In October, all customers will receive information on SmartHub's Auto Pay Program, all residential electric customers will receive the Residential Clean Energy Choice flyer, and all commercial electric customers will receive the Business Clean Energy Choice flyer.

- In addition to bill insert topics, social media posts this month feature a variety of topics including the commission meeting notice, ERMU's National Drive Electric Week Event, Public Power Week, Customer Service Week, ERMU's participation in the Downtown Trick or Treat Event, and more.

- The team tracking progress on the Wellhead Protection Plan (WHP) met on September 25. Commissioners may remember this 10-year plan was adopted in January 2023. The group discussed progress on the 43 measures recommended in the WHP, with a 2.5-year check in meeting to occur in summer 2025.

- KJ Branding is scheduled to do the wall art installation at the field services building October 16-17.

- Communications & Administrative Coordinator Jenny Foss was once again interviewed for an article to be posted on the Utility Dive website. The topic was seasonal utilities communications. We'll be sure to share it when it's published!

- As we look to establish the Commission meeting schedule for 2025 in December, staff is looking for feedback from the Commission on any other alternative rooms or configurations the group would like to try in the last two meetings. Weighing the considerable investment ERMU has made in its conference rooms, the reduction in the management team size, and some of the challenges with using more common spaces like the Uppertown Conference Room, staff would like to know the Commission's thoughts on future meeting locations. For those that like to set their calendars well in advance, you could note that we are planning to hold our November 2025 meeting on the Wednesday, November 12 as our normal date would be Veterans Day.

ATTACHMENTS:

- Bill Insert – SmartHub Auto Pay
- Bill Insert – Residential Clean Energy Choice
- Bill Insert – Commercial Clean Energy Choice

Elk River Municipal Utilities

SMARTHUB'S
AUTO PAY PROGRAM

WHAT IS SMARTHUB?

SmartHub is a web and mobile app that allows you to take control of all aspects of your utility account. Pay your bill, set up automatic payments, manage your use, and contact ERMU with service issues quickly and easily online or on your mobile device.

WHAT IS SMARTHUB'S AUTO PAY PROGRAM?

SmartHub's Auto Pay Program helps you save time, avoid service interruptions, and eliminate late fees by allowing you to set up automatic payments using your preferred method (credit, debit, checking, or savings) while still letting you view your itemized bill.

EASY PROGRAM SIGN UP

Existing SmartHub users can simply go to their account, select the Auto Pay Program option, and follow the prompts, while new users can create a SmartHub account using the QR code, then follow the prompts.

CHOOSE YOUR PAYMENT METHOD

Set up your preferred secure payment method and let account management do the rest.

- Credit
- Debit
- Checking
- Savings

SAVE TIME & REDUCE STRESS

With SmartHub's Auto Pay Program, you will still be able to view an itemized bill each month, but you won't need to take time to schedule a payment. Rest assured, your bill will be taken care of on its due date.

New signups to SmartHub's Auto Pay Program will receive a one-time $5.00 credit!

Elk River Municipal Utilities

RESIDENTIAL
CLEAN ENERGY CHOICE

Powering Your Home with Renewable Energy

Clean Energy Choice provides residential customers an affordable and convenient way to receive their electricity from environmentally friendly, renewable sources. No contracts. No equipment. You can become a sustainability leader in your community for a small increase in your electric bill.

EASY SIGN UP

Three simple options to enroll:
Call ERMU at 763.441.2020
Visit cleanenergychoice.com/elk-river
Mail in the form on the back

FIXED COST

For an additional monthly cost, a percentage of your electricity can be sourced from renewable resources.
$3=100%, $2=75%, $1=50%

NO CONTRACTS

The subscription appears as a surcharge on your monthly electric bill. There is no minimum term commitment for Clean Energy Choice.

Three options to enroll in the Clean Energy Choice program

CALL ERMU at 763.441.2020

VISIT cleanenergychoice.com/elk-river

MAIL Fill out the form on the back and mail it in

CLEAN ENERGY CHOICE

FAQS AND APPLICATION

Frequently Asked Questions

What is renewable energy?
Renewable energy is generated from facilities powered by wind, solar, bioenergy, water, and more.

Where does the renewable energy for Clean Energy Choice come from?
The renewable energy for the Clean Energy Choice program is supplied by Minnesota Municipal Power Agency's renewable resources. MMPA's renewable resources include: wind, solar, and biomass.
For more information please visit ***http://www.mmpa.org/sustainable-energy/overview/***

How much does Clean Energy Choice cost?
Clean Energy Choice is an affordable way for residential electric customers to support renewable energy. For an additional $3 a month, 100% of your electricity can be sourced from renewable resources. Alternatively, for $2 a month, 75% of your electricity can be sourced from renewable resources, or for $1 a month, 50% of your electricity can be sourced from renewable resources.

Does renewable energy flow directly to my home or rental unit?
No. The renewable energy that's generated enters into the "electric grid," so it's difficult to pinpoint exactly where the specific electricity supplying your home or rental unit originates. However, Renewable Energy Certificates (RECs) provided as part of the Clean Energy Choice program guarantee that your renewable purchases are certified renewable energy in Minnesota.

What are Renewable Energy Certificates (RECs)?
Every kilowatt-hour of renewable energy generated by MMPA is assigned a unique REC number to ensure that each unit of renewable energy is accurately tracked. The State of Minnesota also uses RECs to track renewable energy use. The Clean Energy Choice program utilizes these RECs to ensure that you are helping to support sustainable energy systems for the future.

Am I committed to a contract term?
No. The subscription appears as a surcharge on your monthly electric bill. There is no minimum term commitment for Clean Energy Choice. You can choose to unsubscribe at any time.

For more information call ERMU at **763.441.2020** or visit **cleanenergychoice.com/elk-river**

SIGN UP TODAY | Enroll online at **cleanenergychoice.com/elk-river** or send in the form below.

Please select one of the following: ☐ **50% $1/month** ☐ **75% $2/month** ☐ **100% $3/month**

Name		Utility Account #	
Address			
City		State	Zip Code
Phone		Email	

Enroll by returning this form to: Elk River Municipal Utilities, 13069 Orono Parkway, PO Box 430, Elk River, MN 55330

By subscribing to Clean Energy Choice you are acknowledging that an incremental charge will appear on your monthly electric bill.

Elk River Municipal Utilities

BUSINESS

CLEAN ENERGY CHOICE

Powering Your Business with Renewable Energy

Clean Energy Choice for Business provides Elk River Municipal Utilities customers with the opportunity to have **100%** of their electricity come from environmentally responsible, renewable sources. Commercial electric customers who participate are making a choice to support the environment as well as their community and its future.

EASY ENROLLMENT

- Contact Elk River Municipal Utilities at 763.441.2020 to enroll in the Clean Energy Choice for Business program.
- Participation is based on a calendar-year term.
- We can help you determine how this program will affect your monthly electric bill.

AFFORDABLE COST

- The program adds an incremental charge to the standard electric rate.
- As an example, a customer with usage of 10,000 kWh per month would pay an additional $16 based on the following formula: (10,000 x [100%-20%] x $.002) = $16. See the back of this form for details.

PROGRAM BENEFITS

- Convenient and affordable way to power your business with 100% renewable energy
- Meet your company's sustainability goals without investing in equipment
- Position your business as an environmentally responsible leader in the community

BECOME A SUSTAINABILITY LEADER IN YOUR COMMUNITY. ENROLL IN CLEAN ENERGY CHOICE TODAY!

FREQUENTLY ASKED QUESTIONS

CLEAN ENERGY **CHOICE**

What is renewable energy?
Renewable energy is generated from facilities powered by wind, solar, bioenergy, water, and more.

Where does the renewable energy for Clean Energy Choice come from?
The renewable energy for the Clean Energy Choice program is supplied by Minnesota Municipal Power Agency's renewable resources. MMPA's renewable resources include wind, solar, and biomass.
For more information please visit ***mmpa.org/sustainable-energy/overview/***

Does renewable energy flow directly to my business?
No. The renewable energy that's generated enters into the "electric grid," so it's difficult to pinpoint exactly where the specific electricity supplying your business originates. However, Renewable Energy Certificates (RECs) provided as part of the Clean Energy Choice program guarantee that your renewable purchases are certified renewable energy in Minnesota.

What are Renewable Energy Certificates (RECs)?
Every kilowatt-hour of renewable energy generated by MMPA is assigned a unique REC number to ensure that each unit of renewable energy is accurately tracked. The State of Minnesota also uses RECs to track renewable energy use. The Clean Energy Choice program utilizes these RECs to ensure that you are helping to support sustainable energy systems for the future.

Am I committed to a contract term?
Yes. Participation in the Clean Energy Choice for Business program is based on an annual contract term. In return, the per-kWh surcharge is fixed for the same time period. You will be informed of any change in the per-kWh surcharge for the upcoming year by November 1, and you have until December 1 to inform us if you want to continue your contract in the new year.

How much does Clean Energy Choice for Business Cost?
An incremental charge of $0.002 per kilowatt-hour (kWh) is added to the standard electric rate. The charge is applied to all kWh in excess of the Minnesota Renewable Energy Standard, which is currently 20% of all electric sales. An example fee table is listed below.

Formula: (kWh per month (10,000 x [100%-20%] x $.002) = Clean Energy Choice Additional Surcharge

kWh per Month	Approximate Electric Charge	Clean Energy Choice Additional Surcharge
1,000	$100	$1.60
10,000	$1,000	$16
100,000	$10,000	$160

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	FROM: Thomas Geiser – Operations Director
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1e
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Working through the second round of maps for the new GIS mapping system that we plan to move forward with in the future.
- Attending Advanced Metering Infrastructure meetings weekly with other ERMU staff.
- Working through 2025 projects and 2025 equipment/material needs.
- There is one month left of Highway 169 Redefine meetings.
- Working on the 2025 Capital/Expense Budget along with the 2025 Wire Bid.
- Working with staff on our future East substation project.
- Working with staff on pole attachment agreements.
- Working with staff on security/streetlight service agreements and the 2025 Fee Schedule.
- Starting the design process of the Highway 169 overhead rebuild from the North substation to the landfill. We will be replacing the poles and the 4/0 aluminum conductor steel reinforced (ACSR) lines with new poles and 336 ASCSR. This will take a few winters to complete.
- Working with city staff on the timing for ERMU to install the wreaths on the downtown Elk River streetlights. We are currently planning for the week of November 18.
- On September 18, Technical Service Superintendent Mike Tietz and I attended the Central Municipal Power Agency/Services Meeting in St. Peter, MN.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Chris Sumstad – Electric Superintendent
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1f
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Installed 9 new residential services, which involves the connection of a secondary line once the customer requests service.

- Joe Schmidt, Safety Instructor from Minnesota Municipal Utilities Association, was here on September 25 and 26 and held safety meetings for field staff on confined space hazards and compressed gasses.

- New primary wire is in around the Pinewood housing development and crews are beginning to terminate and transfer customers over.

- Crews installed a three phase service to a new daycare facility located in Otsego.

- The line rebuild along 185th Avenue in Elk River is nearing completion.

- The line installation for Anna's Acres housing development in Otsego is complete and ready for houses.

- Crews installed a new three phase service for Thunderstruck Exteriors headquarters building located along 171st Avenue near Highway 10.

- Crews started wire install for Heritage Millwork on October 4.

- Crews continue to perform maintenance on both the underground and overhead system. Recently this has been mainly fixing infrared hotspots and changing out or raising underground cabinets that are buried, leaking, or rusted through.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

TO: ERMU Commission	**FROM:** Mike Tietz – Technical Services Superintendent
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1g
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- In September, locators processed 544 locate tickets. These consisted of 448 normal tickets, 10 emergency tickets, 53 updated tickets, 12 cancellations, 7 meets, 5 boundary surveys, 3 corrections, and 6 non-excavations. This resulted in a 23.9% increase in tickets from the previous month and a 0.4% increase from the prior September.

- Electrical technicians completed 450 service order tasks, updated the power bill, addressed customer meter issues and any off-peak concerns.

- The Advanced Metering Infrastructure (AMI) residential water meters and residential electric meters continue to be installed in new services. The electrical technicians have been busy changing out our Automated Meter Reading meters to AMI around the system and recently completed the meter installations at several different apartment buildings. Approximately 2,500 water meters and 1,600 electric meters are currently active within our AMI system.

- For the month of September, staff did not run generators at the power plant. We will no longer plan on running generators going forward based on the Commission's decision to move forward with the decommissioning of the power plant.

- Staff will begin grading the East substation site the week of October 7. Sitework should take approximately three weeks to complete.

- We have received 14 of the 26 NOVA reclosers that were ordered from the awarded bid in April. This is a bit of a surprise as we were not expecting these until Q1 of 2025. This should allow us to get a few more projects completed in 2024.

- Our monthly peak was 65.86 MW on September 16, at 3:41pm.

Elk River Municipal Utilities

UTILITIES COMMISSION MEETING

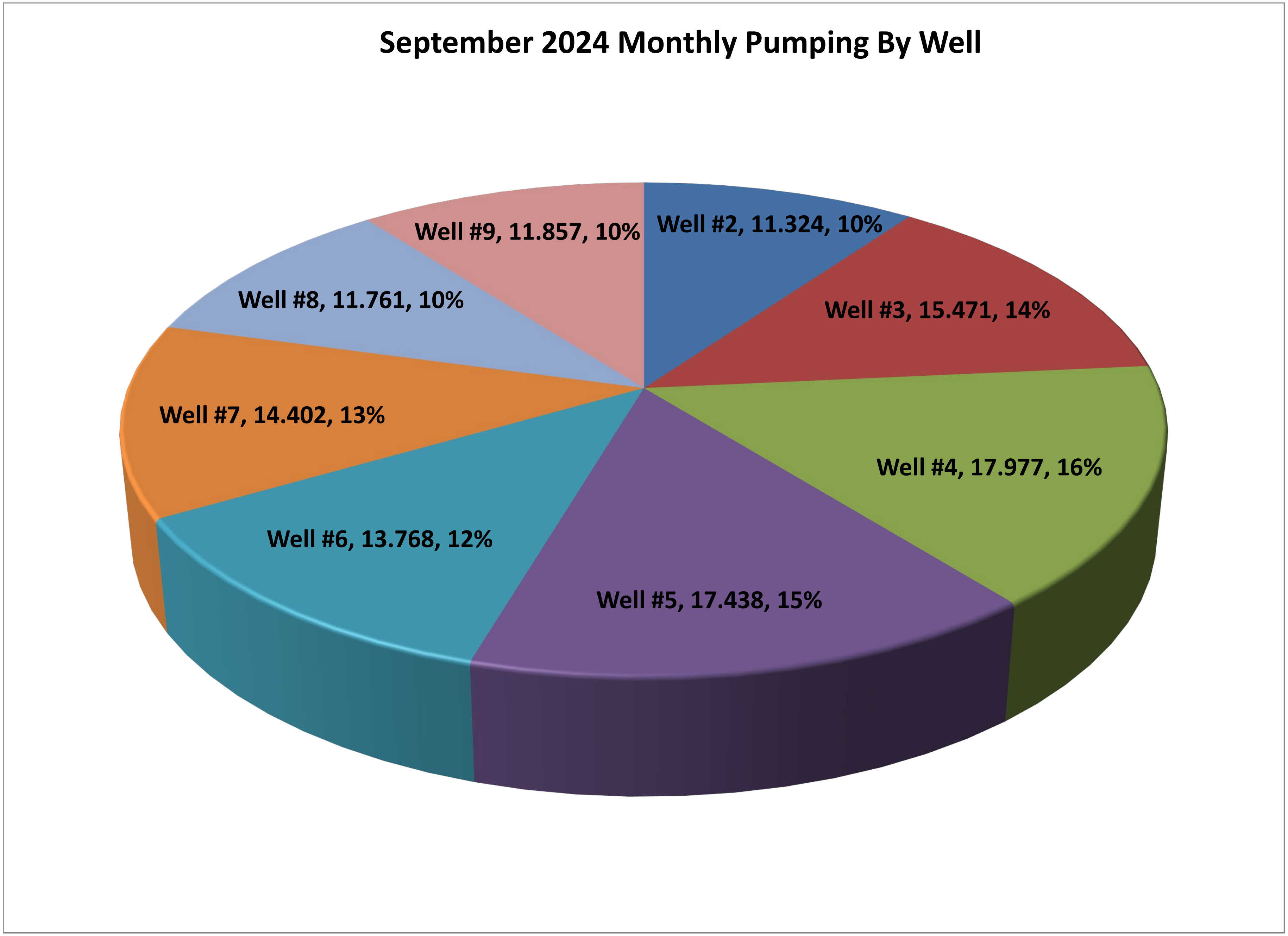
TO: ERMU Commission	**FROM:** Dave Ninow – Water Superintendent
MEETING DATE: October 8, 2024	**AGENDA ITEM NUMBER:** 6.1h
SUBJECT: Staff Update	
ACTION REQUESTED: None	

DISCUSSION:

- Delivered 10 new water meters, sealed the meter, installed an encoder receiver transmitter, and took curb stop ties.
- Completed 20 BACTI/Total Chlorine Residual Samples
  - All confirmed negative for Coliform Bacteria.
  - Bacteriological/Disinfectant Residual Monthly Report submitted to the MDH
- Completed 20 routine fluoride samples
  - All samples met MDH standards.
  - Submitted MDH Fluoride Report
- Submitted Discharge Monitoring Report for the Diesel Generation Plant to the Minnesota Pollution Control Agency.
- The water department completed the annual inspection of the Lake Orono Dam on October 2. The dam seems to be in satisfactory condition.
- The final report from our annual leak detection survey confirmed 5 leaks out of the 12 suspected leaks in the distribution system. Four of the leaks are from fire hydrants, one is from a water service line. The water operators have fixed most of the leaking fire hydrants and we have shut off the leaking water service until the owner has it repaired.
- ERMU has received communication that AT&T is ready to proceed with entering into a lease agreement to install telecommunication equipment on the Freeport Street Water Tower. We are working with Campbell Knutson to draft the lease agreement.
- Katy, Angela, Mikey, and I attended the Minnesota American Water Works Association's annual conference in Duluth. Katy and Angela competed in the Hydrant Hysteria event again, they improved their time from last year's event, but some of the other teams did as well. Unfortunately, they did not qualify for the final round. We are very proud of how they represented ERMU.

ATTACHMENTS:

- September 2024 Pumping by Well



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

Elk River Municipal Utilities

2024 GOVERNANCE AGENDA

Tuesday, January 9: • Annual Review of Committee Charters	Tuesday, February 13: • Review Strategic Plan and 2023 Annual Business Plan Results
Tuesday, March 12: • Oath of Office • Election of Officers • Annual Commissioner Orientation and Review Governance Responsibilities and Role	Tuesday, April 9: • Audit of 2023 Financial Report • Financial Reserves Allocations • Review 2023 Performance Metrics
Tuesday, May 14: • Annual General Manager Performance Evaluation and Goal Setting	Tuesday, June 4: • Annual Commission Performance Evaluation
Tuesday, July 9: • Review and Update Strategic Plan	Tuesday, August 13: • Annual Business Plan – Review Proposed 2025 Travel, Training, Dues, Subscriptions, and Fees Budget
Tuesday, September 10: • Annual Business Plan – Review Proposed 2025 Capital Projects Budget	Tuesday, October 8: • Annual Business Plan – Review Proposed 2025 Expenses Budget
Tuesday, November 12: • Annual Business Plan - Review Proposed 2025 Rates and Other Revenue • Adopt 2025 Fee Schedule • 2025 Stakeholder Communication Plan	Tuesday, December 10: • Adopt 2025 Official Depository and Delegate Authority for Electronic Funds Transfers • Designate Official 2025 Newspaper • Approve 2025 Regular Meeting Schedule • Adopt 2025 Governance Agenda • Adopt 2025 Annual Business Plan