

## 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 – Katy Olson, 8 years

### 2.0 CONSENT (Routine items. No discussion. Approved by one motion.)

- 2.1 Check Register – June 2025
- 2.2 Regular Meeting Minutes – June 3, 2025
- 2.3 Water Tower Attachment – Lease Amendment (Verizon)

### 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.4d – Customer Interests

### 5.0 BUSINESS ACTION (Current business action requests and performance monitoring reports.)

- 5.1 Financial Report – May 2025

### 6.0 BUSINESS DISCUSSION (Future business planning, general updates, and informational reports.)

- 6.1 Staff Updates
- 6.2 City Council Update
- 6.3 American Public Power Association (APPA) National Conference Discussion
- 6.4 Future Planning (Announce the next regular meeting, special meeting, or planned quorum.)
  - a. Scott Thoreson Retirement – July 15 – Field Services Building
  - b. Sherburne County Fair Parade – July 19
  - c. MMPA Annual Meeting – July 22 – Canterbury Park, Shakopee, MN
  - d. Regular Commission Meeting – August 12, 2025
  - e. 2025 Governance Agenda
- 6.5 Other Business (Items added during agenda approval.)

### 7.0 ADJOURN REGULAR MEETING

<b>TO:</b> ERMU Commission	<b>FROM:</b> Mark Hanson – General Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 1.4
<b>SUBJECT:</b> Recognition of Employee Longevity – Katy Olson, 8 years	
<b>ACTION REQUESTED:</b> Recognize Katy Olson for 8 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:**

Water Operations Foreperson Katy Olson has been an employee with ERMU since July 10, 2017, and, therefore, has earned the 8-year longevity pay benefit. We recognize Katy and all her contributions to the success of ERMU.

# **CHECK REGISTER**

---

**June 2025**

**APPROVED BY:**

---

**John Dietz**

---

**Jill Larson-Vito**

---

**Mary Stewart**

---

**Matt Westgaard**

---

**Nick Zerwas**

07/01/2025 9:18:43 am

Page: 1

## Payroll/Labor Check Register Totals

06/06/2025 To 06/06/2025

Pays	Job	Amount	Hours
<b>Gross Pay</b>			
2	Reg Hours	165,976.57	3,206.75
20	Reg Salary	0.00	0.00
3	Overtime	2,095.37	25.75
4	Double Time	571.05	5.00
5	On-Call/Stand-by	3,093.74	56.00
24	FLSA	180.09	0.00
25	Rest Time	110.18	2.50
10	Bonus Pay	60.24	1.00
18	Commissioner Reimb - Electric	480.00	0.00
104	Commission Stipend	60.00	0.00
105	Perf. Metr. Distr.	0.00	0.00
VAC	Vacation Pay	11,054.85	210.60
SICK	Sick Pay	2,953.88	57.70
HOL	Holiday Pay	19,268.15	360.00
78	Retro Earnings	0.00	0.00
5-2	On-Call/Stand-by/OT	1,946.45	20.25
18A	Commissioner Reimb. - Water	120.00	0.00
104A	Commission Stipend - Water	15.00	0.00
PTOY	Personal Day - Year	537.44	16.00
3C	Overtime-Comp Time	1,092.57	14.75
4C	Double Time-Comp Time	0.00	0.00
CM3C	Overtime-Comp Time Adjusted	-1,092.57	-14.75
CM4C	Double Time-Comp Time Adjusted	0.00	0.00
COMP	Comp Time Taken	0.00	0.00
106	Longevity Pay	0.00	0.00
MIL	Military Pay - Calendar Year	0.00	0.00
10W	Bonus Pay	0.00	0.00
<b>Gross Pay Total:</b>		208,523.01	3,961.55
<b>Total Pays:</b>		208,523.01	3,961.55

07/01/2025 9:19:35 am

Page: 1

## Payroll/Labor Check Register Totals

06/20/2025 To 06/20/2025

Pays	Job	Amount	Hours
<b>Gross Pay</b>			
2	Reg Hours	178,601.36	3,510.00
20	Reg Salary	0.00	0.00
3	Overtime	2,159.63	26.50
4	Double Time	0.00	0.00
5	On-Call/Stand-by	2,828.98	56.00
24	FLSA	73.47	0.00
25	Rest Time	108.89	2.75
10	Bonus Pay	0.00	0.00
18	Commissioner Reimb - Electric	120.00	0.00
105	Perf. Metr. Distr.	0.00	0.00
VAC	Vacation Pay	12,817.91	241.74
SICK	Sick Pay	10,231.22	176.75
HOL	Holiday Pay	0.00	0.00
78	Retro Earnings	0.00	0.00
5-2	On-Call/Stand-by/OT	910.48	10.75
18A	Commissioner Reimb. - Water	30.00	0.00
PTOY	Personal Day - Year	402.24	8.00
UNPD	Time Off without Pay	0.00	40.00
3C	Overtime-Comp Time	1,200.73	17.00
4C	Double Time-Comp Time	142.36	2.00
CM3C	Overtime-Comp Time Adjusted	-1,200.73	-17.00
CM4C	Double Time-Comp Time Adjusted	-142.36	-2.00
COMP	Comp Time Taken	150.60	3.00
106	Longevity Pay	0.00	0.00
MIL	Military Pay - Calendar Year	0.00	0.00
10W	Bonus Pay	0.00	0.00
<b>Gross Pay Total:</b>		208,434.78	4,075.49
<b>Total Pays:</b>		208,434.78	4,075.49

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 1

06/01/2025 To 06/30/2025

**Bank Account: 1 - GENERAL FUND**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
2380 6/4/25	WIRE	5655	FISERV	CC FEES - MAY 2025	2,085.98
				CC FEES - MAY 2025	521.50
				CC FEES - MAY 2025	573.34
				CC FEES - MAY 2025	143.34
				CC FEES - MAY 2025	3,137.18
				CC FEES - MAY 2025	784.29
				CC FEES - MAY 2025	54.45
				CC FEES - MAY 2025	13.61
				CC FEES - MAY 2025	753.63
				CC FEES - MAY 2025	188.41
				CC FEES - MAY 2025	2,425.39
				CC FEES - MAY 2025	606.35
<b>Total for Check/Tran - 2380:</b>					11,287.47
<b>Total for Bank Account - 1 :</b>					(1) 11,287.47

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 2

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4818 6/3/25	WIRE	738	HEALTH EQUITY, INC	FSA CLAIM REIMBURSEMENTS - 164	153.85
				FSA CLAIM REIMBURSEMENTS - 164	38.46
<b>Total for Check/Tran - 4818:</b>					192.31
4820 6/10/25	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	18,643.79
				PAYROLL TAXES - FEDERAL & FICA	25,176.50
				PAYROLL TAXES - FEDERAL & FICA	3,325.02
				PAYROLL TAXES - FEDERAL & FICA	4,883.90
<b>Total for Check/Tran - 4820:</b>					52,029.21
4821 6/11/25	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	10,827.70
				PERA CONTRIBUTIONS	12,493.53
				PERA EMPLOYEE CONTRIBUTION	2,173.78
				PERA CONTRIBUTIONS	2,508.19
<b>Total for Check/Tran - 4821:</b>					28,003.20
4822 6/11/25	WIRE	160	HCSP (ELECTRONIC)	HCSP EMPLOYEE CONTRIBUTIONS	2,512.41
				HCSP EMPLOYEE CONTRIBUTIONS	399.13
<b>Total for Check/Tran - 4822:</b>					2,911.54
4823 6/11/25	WIRE	161	MNDCP (ELECTRONIC)	MNDCP EE MANAGER CONTRIBUTIONS	343.54
				MNDCP EMPLOYEE CONTRIBUTIONS	3,458.95
				MNDCP EMPLOYER CONTRIBUTION	2,152.63
				MNDCP EMPLOYER MGR CONTRIBUTION	576.13
				MNDCP EE ROTH CONTRIBUTIONS	1,625.10
				MNDCP EE ROTH MGR CONTRIBUTIONS	232.59
				MNDCP EE MANAGER CONTRIBUTIONS	48.30
				MNDCP EMPLOYEE CONTRIBUTIONS	262.46
				MNDCP EMPLOYER CONTRIBUTION	373.72
				MNDCP EMPLOYER MGR CONTRIBUTION	79.57
				MNDCP EE ROTH CONTRIBUTIONS	403.84
				MNDCP EE ROTH MGR CONTRIBUTIONS	31.27
<b>Total for Check/Tran - 4823:</b>					9,588.10

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 3

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
4824 6/11/25	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	276.93
				W&A MANAGER CONTRIBUTION	407.49
				WENZEL EMPLOYEE CONTRIBUTIONS	1,583.16
				WENZEL MANAGER CONTRIBUTIONS	282.94
				DEF COMP ROTH CONTRIBUTIONS W&A	894.64
				WENZEL EE ROTH MGR CONTRIBUTIONS	124.55
				W&A EMPLOYER CONTRIBUTION	169.23
				W&A MANAGER CONTRIBUTION	62.95
				WENZEL EMPLOYEE CONTRIBUTIONS	154.04
				WENZEL MANAGER CONTRIBUTIONS	31.81
				DEF COMP ROTH CONTRIBUTIONS W&A	174.91
				WENZEL EE ROTH MGR CONTRIBUTIONS	31.14
<b>Total for Check/Tran - 4824:</b>					4,193.79
4825 6/11/25	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT	589.75
4826 6/11/25	WIRE	738	HEALTH EQUITY, INC	HSA EMPLOYEE CONTRIBUTION	2,871.99
				HSA EMPLOYEE CONTRIBUTION	469.24
<b>Total for Check/Tran - 4826:</b>					3,341.23
4827 6/11/25	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	8,007.13
				PAYROLL TAXES - STATE	1,442.94
<b>Total for Check/Tran - 4827:</b>					9,450.07
4828 6/9/25	WIRE	738	HEALTH EQUITY, INC	ADMINISTRATIVE FEE INVOICE - JUNE 2025	133.00
				ADMINISTRATIVE FEE INVOICE - JUNE 2025	25.50
<b>Total for Check/Tran - 4828:</b>					158.50
4829 6/9/25	WIRE	166	ONLINE UTILITY EXCHANGE (ELECTR)	UTILITY EXCHANGE REPORT	408.48
				UTILITY EXCHANGE REPORT	102.12
<b>Total for Check/Tran - 4829:</b>					510.60
4833 6/23/25	WIRE	153	PERA (ELECTRONIC)	PERA EMPLOYEE CONTRIBUTION	10,832.01
				PERA CONTRIBUTIONS	12,498.50

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 4

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				PERA EMPLOYEE CONTRIBUTION	2,166.53
				PERA CONTRIBUTIONS	2,499.84
				<b>Total for Check/Tran - 4833:</b>	27,996.88
4834 6/23/25	WIRE	285	JOHN HANCOCK	W&A EMPLOYER CONTRIBUTION	276.93
				W&A MANAGER CONTRIBUTION	407.49
				WENZEL EMPLOYEE CONTRIBUTIONS	1,705.22
				WENZEL MANAGER CONTRIBUTIONS	282.94
				DEF COMP ROTH CONTRIBUTIONS W&A	894.64
				WENZEL EE ROTH MGR CONTRIBUTIONS	124.55
				W&A EMPLOYER CONTRIBUTION	169.23
				W&A MANAGER CONTRIBUTION	62.95
				WENZEL EMPLOYEE CONTRIBUTIONS	153.99
				WENZEL MANAGER CONTRIBUTIONS	31.81
				DEF COMP ROTH CONTRIBUTIONS W&A	174.91
				WENZEL EE ROTH MGR CONTRIBUTIONS	31.14
				<b>Total for Check/Tran - 4834:</b>	4,315.80
4835 6/23/25	WIRE	598	MINNESOTA CHILD SUPPORT PAYMEN	CHILD SUPPORT	589.75
4836 6/23/25	WIRE	738	HEALTH EQUITY, INC	HSA EMPLOYEE CONTRIBUTION	2,877.75
				HSA EMPLOYEE CONTRIBUTION	463.48
				<b>Total for Check/Tran - 4836:</b>	3,341.23
4837 6/13/25	WIRE	9654	CARDMEMBER SERVICE	FIRST NATIONAL BANK VISA	7,936.83
				FIRST NATIONAL BANK VISA	2,301.77
				<b>Total for Check/Tran - 4837:</b>	10,238.60
4838 6/17/25	WIRE	730	GREATAMERICA FINANCIAL SERVICES	LEASE FOR COPIER AT OFFICE	105.01
				LEASE FOR COPIER AT OFFICE	26.26
				<b>Total for Check/Tran - 4838:</b>	131.27
4839 6/23/25	MP	174	MINNESOTA REVENUE SALES TX (ELE	SALES AND USE TAX - MAY 2025	210,424.64
				SALES AND USE TAX - MAY 2025	1.05

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 5

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				SALES AND USE TAX - MAY 2025	4,123.31
				<b>Total for Check/Tran - 4839:</b>	214,549.00
4840 6/24/25	WIRE	738	HEALTH EQUITY, INC	FSA CLAIM REIMBURSEMENTS - 164	153.85
				FSA CLAIM REIMBURSEMENTS - 164	38.46
				<b>Total for Check/Tran - 4840:</b>	192.31
4841 6/24/25	WIRE	152	IRS - USA TAX PMT (ELECTRONIC)	PAYROLL TAXES - FEDERAL & FICA	18,294.81
				PAYROLL TAXES - FEDERAL & FICA	25,075.06
				PAYROLL TAXES - FEDERAL & FICA	3,277.79
				PAYROLL TAXES - FEDERAL & FICA	4,974.72
				<b>Total for Check/Tran - 4841:</b>	51,622.38
4842 6/25/25	WIRE	4532	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY	59.30
4844 6/26/25	WIRE	154	MINNESOTA REVENUE (ELECTRONIC)	PAYROLL TAXES - STATE	7,958.51
				PAYROLL TAXES - STATE	1,456.94
				<b>Total for Check/Tran - 4844:</b>	9,415.45
21872 6/3/25	DD	191	AMERICAN PAYMENT CENTERS	DROP BOX CHARGES - 2025 QTR 3	224.38
				DROP BOX CHARGES - 2025 QTR 3	56.10
				<b>Total for Check/Tran - 21872:</b>	280.48
21873 6/3/25	DD	728	ARCHER PLUMBING LLC	WATER METER INSTALL	938.51
				WATER METER INSTALL	-68.51
				WATER METER REPAIRS	1,375.00
				<b>Total for Check/Tran - 21873:</b>	2,245.00
21874 6/3/25	DD	6	BEAUDRY OIL COMPANY	UNLEADED FUEL	1,349.21
21875 6/3/25	DD	11	CITY OF ELK RIVER	FUEL USAGE - APRIL 2025	2,797.52
				FUEL USAGE - APRIL 2025	605.76
				PARTS & LABOR FOR UNIT #20	-1.48
				PARTS & LABOR FOR UNIT #20	85.39
				PARTS & LABOR FOR UNIT #26	-1.36
				PARTS & LABOR FOR UNIT #26	83.46

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 6

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				DOT INSPECTION - UNIT #46	195.00
				PARTS & LABOR FOR UNIT #3	-1.36
				PARTS & LABOR FOR UNIT #3	83.46
				DOT INSPECTION - UNIT #8	227.50
				PARTS & LABOR FOR UNIT #46	-26.46
				PARTS & LABOR FOR UNIT #46	557.46
				PARTS & LABOR FOR UNIT #4	-11.79
				PARTS & LABOR FOR UNIT #4	210.16
				PARTS & LABOR FOR UNIT #73	-9.42
				PARTS & LABOR FOR UNIT #73	226.46
				PARTS & LABOR FOR UNIT #8	-14.55
				PARTS & LABOR FOR UNIT #8	491.91
				LABOR FOR UNIT #40	195.00
				PARTS & LABOR FOR UNIT #36	-15.72
				PARTS & LABOR FOR UNIT #36	400.51
				PARTS & LABOR FOR UNIT #36	-0.82
				PARTS & LABOR FOR UNIT #36	21.07
				PARTS & LABOR FOR UNIT #19	-57.45
				PARTS & LABOR FOR UNIT #19	1,306.93
				<b>Total for Check/Tran - 21875:</b>	7,347.18
21876 6/3/25	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 2 - ACCT 41038 - APRIL 2025	105.57
				CYCLE 2 - ACCT 41038 - APRIL 2025	5.56
				CYCLE 2 - INV GRP 413 - APRIL 2025	100.00
				CYCLE 2 - INV GRP 413 - APRIL 2025	552.19
				CYCLE 2 - INV GRP 436 - APRIL 2025	2,911.14
				<b>Total for Check/Tran - 21876:</b>	3,674.46
21877 6/3/25	DD	664	FRONTIER ENERGY, INC	CIP PROFESSIONAL SERVICES - APRIL 2025	10,529.71
21878 6/3/25	DD	809	HAWKINS, INC.	CHLORINE CYLINDER RENTAL	130.00
21879 6/3/25	DD	5686	HYDROCORP	BACKFLOW DEVICE INSPECTION - MAY 2025	1,229.33

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 7

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
21880 6/3/25	DD	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	175.52
				OFFICE SUPPLIES	33.54
<b>Total for Check/Tran - 21880:</b>					209.06
21935 6/12/25	DD	6	BEAUDRY OIL COMPANY	DIESEL	2,155.74
21936 6/12/25	DD	11	CITY OF ELK RIVER	FRANCHISE FEE CREDIT - APRIL 2025	-733.33
				TRASH BILLED - MAY 2025	167,478.63
<b>Total for Check/Tran - 21936:</b>					166,745.30
21937 6/12/25	DD	36	CROW RIVER FARM EQUIP CO	D-RING - UNIT #10	13.31
21938 6/12/25	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 3 - INV GRP 414 - APRIL 2025	133.33
				CYCLE 3 - INV GRP 414 - APRIL 2025	604.44
				CYCLE 3 - INV GRP 395 - APRIL 2025	12,737.48
<b>Total for Check/Tran - 21938:</b>					13,475.25
21939 6/12/25	DD	671	FASTENAL COMPANY	MISC PARTS & SUPPLIES - UNIT #56	74.56
21940 6/12/25	DD	809	HAWKINS, INC.	Water Chemicals	3,729.01
21941 6/12/25	DD	444	LANO EQUIPMENT, INC	PARTS & LABOR FOR UNIT #58	574.01
				PARTS & LABOR FOR UNIT #58	143.50
<b>Total for Check/Tran - 21941:</b>					717.51
21942 6/12/25	DD	417	LOCATORS & SUPPLIES INC.	MISC PARTS & SUPPLIES	362.56
				MISC PARTS & SUPPLIES	90.65
<b>Total for Check/Tran - 21942:</b>					453.21
21943 6/12/25	DD	330	METRO SALES, INC	COPIER MTC CONTRACT - 4/21 to 5/20/25	154.11
				COPIER MTC CONTRACT - 4/21 to 5/20/25	38.53
<b>Total for Check/Tran - 21943:</b>					192.64
21944 6/12/25	DD	1001	MINNESOTA MUNICIPAL POWER AGEN	PURCHASED POWER - MAY 2025	1,806,519.11
				PURCHASED POWER - MAY 2025	728,919.61
<b>Total for Check/Tran - 21944:</b>					2,535,438.72

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 8

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
21945 6/12/25	DD	8897	RALPHIE'S MINNOCO	RALPHIE'S MINNOCO	24.02
21946 6/12/25	DD	130	RESCO	RISER ARRESTER & PADDLE	1,853.46
21947 6/12/25	DD	135	WATER LABORATORIES INC	WATER TESTING - MAY 2025	360.00
21948 6/12/25	DD	610	WRIGHT HENNEPIN COOPERATIVE	ELESECURITY - MAIN ST	54.55
				SECURITY - MAIN ST	7.79
				SECURITY - WELL #8	439.49
<b>Total for Check/Tran - 21948:</b>					501.83
21949 6/18/25	DD	9	BORDER STATES ELECTRIC SUPPLY	grounding	14,764.05
				Overhead Material	7,432.06
				Overhead Material	10,192.98
				Meter Seal	1,160.64
				Gloves	276.16
				Gloves	59.02
				Overhead Material	336.89
				ROCK ANCHOR	285.12
				East Sub	895.16
				Overhead Material	1,380.10
				MISC PARTS & SUPPLIES	417.28
				grounding	2,335.75
				Duck Bill	560.96
				Gloves	132.44
				SPLICE	1,057.00
				Overhead Material	1,167.07
				Overhead Material	2,339.92
				CLAMPS	-417.28
				grounding	502.80
				East Sub	19.27
<b>Total for Check/Tran - 21949:</b>					44,897.39

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 9

## 06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
21950 6/18/25	DD	8843	CAMPBELL KNUTSON	LEGAL SERVICES - MAY 2025	1,731.60
				LEGAL SERVICES - MAY 2025	432.90
<b>Total for Check/Tran - 21950:</b>					2,164.50
21951 6/18/25	DD	11	CITY OF ELK RIVER	REVENUE TRANSFER - MAY 2025	127,490.02
				SEWER BILLED - MAY 2025	250,579.62
				STORMWATER ASSESS BILLED - MAY 2025	-3,792.86
				STORMWATER BILLED - MAY 2025	56,868.62
<b>Total for Check/Tran - 21951:</b>					431,145.40
21952 6/18/25	DD	7448	CRC	CUSTOMER SERVICE AFTER HOURS	2,795.63
				CUSTOMER SERVICE AFTER HOURS	698.91
<b>Total for Check/Tran - 21952:</b>					3,494.54
21953 6/18/25	DD	786	DITCH WITCH OF MINNESOTA & IOWA	Equipment	3,781.45
				INSTALLED EQUIPMENT	7,830.22
				Equipment	199.03
				INSTALLED EQUIPMENT	412.12
<b>Total for Check/Tran - 21953:</b>					12,222.82
21954 6/18/25	DD	3667	ELFERING & ASSOCIATES	PROFESSIONAL SERVICES - APRIL 2025	600.00
21955 6/18/25	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 4 - INV GRP 415 - MAY 2025	175.00
				CYCLE 4 - INV GRP 415 - MAY 2025	1,601.81
				CYCLE 4 - INV GRP 396 - MAY 2025	331.30
<b>Total for Check/Tran - 21955:</b>					2,108.11
21956 6/18/25	DD	91	GOPHER STATE ONE-CALL	LOCATES FOR - MAY 2025	707.94
				LOCATES FOR - MAY 2025	37.26
<b>Total for Check/Tran - 21956:</b>					745.20
21957 6/18/25	DD	846	HACH COMPANY	SAMPLING	955.58
21958 6/18/25	DD	417	LOCATORS & SUPPLIES INC.	TOWELETTES	66.17
				TOWELETTES	16.55
				SAFETY GLASSES	44.95

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 10

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				SAFETY GLASSES	11.24
<b>Total for Check/Tran - 21958:</b>					138.91
21959 6/18/25	DD	573	NCPERS MINNESOTA	EXTRA LIFE INSURANCE - JULY 2025	300.80
				EXTRA LIFE INSURANCE - JULY 2025	35.20
<b>Total for Check/Tran - 21959:</b>					336.00
21960 6/18/25	DD	9300	NISC	AGREEMENTS INVOICE - MAY 2025	53.92
				AGREEMENTS INVOICE - MAY 2025	782.04
				AGREEMENTS INVOICE - MAY 2025	11,400.20
				AGREEMENTS INVOICE - MAY 2025	260.00
				AGREEMENTS INVOICE - MAY 2025	335.16
				AGREEMENTS INVOICE - MAY 2025	2,557.94
				AGREEMENTS INVOICE - MAY 2025	70.09
				PRINT INVOICE - MAY 2025	6,969.29
				PRINT INVOICE - MAY 2025	776.39
				PRINT INVOICE - MAY 2025	1,742.33
				PRINT INVOICE - MAY 2025	194.10
<b>Total for Check/Tran - 21960:</b>					25,141.46
21961 6/18/25	DD	5056	PLAISTED COMPANIES, INC.	CAMERA @ PLAISTAD'S	1,771.89
21962 6/18/25	DD	130	RESCO	Transformer	60,441.67
				Discount	-30.22
<b>Total for Check/Tran - 21962:</b>					60,411.45
21963 6/18/25	DD	7940	SCHWEITZER ENGINEERING LABORAT	Relay Cables	206.88
21964 6/18/25	DD	497	JON WADSWORTH	MISC PARTS & SUPPLIES	38.80
				MISC PARTS & SUPPLIES	9.71
<b>Total for Check/Tran - 21964:</b>					48.51
22017 6/26/25	DD	728	ARCHER PLUMBING LLC	WATER METER INSTALLATION	1,035.60
				WATER METER INSTALLATION	-75.60
				WATER METER REPAIRS	1,100.00

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 11

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 22017:</b>					2,060.00
22018 6/26/25	DD	23	ELK RIVER MUNICIPAL UTILITIES	CYCLE 1 - ACCT 183 - MAY 2025	901.15
				CYCLE 1 - INV GRP 101 - MAY 2025	3,215.24
				CYCLE 1 - INV GRP 101 - MAY 2025	76.93
				CYCLE 1 - INV GRP 101 - MAY 2025	962.63
				CYCLE 1 - INV GRP 101 - MAY 2025	497.48
				CYCLE 1 - INV GRP 101 - MAY 2025	240.66
				CYCLE 1 - INV GRP 325 - MAY 2025	325.00
				CYCLE 1 - INV GRP 325 - MAY 2025	16,450.18
				CYCLE 1 - INV GRP 421 - MAY 2025	7,667.31
<b>Total for Check/Tran - 22018:</b>					30,336.58
22019 6/26/25	DD	404	GARAGE DOOR STORE	FSB GARAGE DOOR PREVENTATIVE MTC	730.63
				FSB GARAGE DOOR PREVENTATIVE MTC	104.37
<b>Total for Check/Tran - 22019:</b>					835.00
22020 6/26/25	DD	809	HAWKINS, INC.	Water Chemicals	370.97
22021 6/26/25	DD	323	JESSICA M HIBBARD	CHAMBER LUNCHEON - 139	45.00
22022 6/26/25	DD	6836	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	134.77
				OFFICE SUPPLIES	33.69
<b>Total for Check/Tran - 22022:</b>					168.46
22023 6/26/25	DD	782	LEO A DALY	PROFESSIONAL SERVICES - JUNE 2025	936.00
				PROFESSIONAL SERVICES - JUNE 2025	234.00
<b>Total for Check/Tran - 22023:</b>					1,170.00
22024 6/26/25	DD	9273	METERING & TECHNOLOGY SOLUTION	Meter	4,168.80
				MAG METER	-304.32
<b>Total for Check/Tran - 22024:</b>					3,864.48
22025 6/26/25	DD	9300	NISC	MISCELLANEOUS INVOICE - MAY 2025	720.68
				MISCELLANEOUS INVOICE - MAY 2025	48.33
				MISCELLANEOUS INV - MAY 2025 BPC	1,600.00

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 12

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MISCELLANEOUS INVOICE - MAY 2025	180.16
				MISCELLANEOUS INVOICE - MAY 2025	12.08
				MISCELLANEOUS INV - MAY 2025 BPC	400.00
<b>Total for Check/Tran - 22025:</b>					2,961.25
22026 6/26/25	DD	603	ROYAL SUPPLY INC	OFFICE SUPPLIES	709.58
				OFFICE SUPPLIES	101.36
<b>Total for Check/Tran - 22026:</b>					810.94
22027 6/26/25	DD	609	SARA YOUNGS	CHAMBER LUNCHEON - 181	35.00
89356 6/3/25	CHK	4531	AT & T MOBILITY	CELL PHONES & iPad BILLING	93.51
				CELL PHONES & iPad BILLING	2,503.70
				CELL PHONES & iPad BILLING	40.08
				CELL PHONES & iPad BILLING	640.24
<b>Total for Check/Tran - 89356:</b>					3,277.53
89357 6/3/25	CHK	1327	AUTOMATIC SYSTEMS CO	WELL REPAIRS - 4, 7 & 9	1,348.75
89358 6/3/25	CHK	5358	CHARGEPOINT, INC	RENEWAL - 5/25/25 to 5/25/28	2,080.00
89359 6/3/25	CHK	28	CINTAS	MATS & TOWELS	429.42
				MATS & TOWELS	61.35
				MATS & TOWELS	429.42
				MATS & TOWELS	61.35
<b>Total for Check/Tran - 89359:</b>					981.54
89360 6/3/25	CHK	656	DGR ENGINEERING	ARC FLASH ASSESSMENT	9,280.00
				PROFESSIONAL SERVICES - APRIL 2025	9,228.00
<b>Total for Check/Tran - 89360:</b>					18,508.00
89361 6/3/25	CHK	4252	ELK RIVER HEATING & AIR CONDITION	PREVENTATIVE MTC - WELL #8	200.00
89362 6/3/25	CHK	8949	FS3 INC.	MISC PARTS & SUPPLIES	1,763.63
89363 6/3/25	CHK	80	GRAINGER	PPE - 196	-61.85
				PPE - 196	847.13

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 13

## 06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 89363:</b>					785.28
89364 6/3/25	CHK	736	KLM ENGINEERING, INC.	ANTENNA EVALUATION	950.00
89365 6/3/25	CHK	8605	MARCO TECHNOLOGIES, LLC	OFFICE 365 - 4/24 to 5/23/25	1,218.18
				OFFICE 365 - 4/24 to 5/23/25	281.23
<b>Total for Check/Tran - 89365:</b>					1,499.41
89366 6/3/25	CHK	145	MENARDS	MISC PARTS & SUPPLIES	41.95
89367 6/3/25	CHK	16	MINNESOTA DEPT OF HEALTH	2025 QTR 2 WATER SERVICE CONNECTION FEE	14,137.00
89368 6/3/25	CHK	120	NAPA AUTO PARTS	PARTS FOR UNIT #50	20.85
				PARTS FOR UNIT #56	4.76
<b>Total for Check/Tran - 89368:</b>					25.61
89369 6/3/25	CHK	811	PRIME ADVERTISING & DESIGN, INC.	MONTHLY HOSTING OF WEBSITE	40.00
				MONTHLY HOSTING OF WEBSITE	40.00
				MONTHLY HOSTING OF WEBSITE	20.00
<b>Total for Check/Tran - 89369:</b>					100.00
89370 6/3/25	CHK	3218	RDO EQUIPMENT CO.	PARTS FOR UNIT #56	370.25
89371 6/3/25	CHK	6107	STUART C. IRBY CO.	GLOVES & TESTING	-48.23
				GLOVES & TESTING	713.48
<b>Total for Check/Tran - 89371:</b>					665.25
89372 6/3/25	CHK	331	TRANSUNION	SKIP TRACING - APRIL 2025	60.00
				SKIP TRACING - APRIL 2025	15.00
<b>Total for Check/Tran - 89372:</b>					75.00
89373 6/3/25	CHK	375	VIKING ELECTRIC	CONNECTOR	-0.03
				CONNECTOR	0.49
<b>Total for Check/Tran - 89373:</b>					0.46
89374 6/3/25	CHK	55	WESCO RECEIVABLES CORP.	PEDESTAL	24,452.03
89375 6/12/25	CHK	522	ALTERNATIVE TECHNOLOGIES, INC	OIL SAMPLING	126.50

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 14

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89376 6/12/25	CHK	9997	KAREN BABINEAU	INACTIVE REFUND	160.54
89377 6/12/25	CHK	5224	BLUE CROSS BLUE SHIELD OF MINNES	VISION INSURANCE - JULY 2025	271.71
				VISION INSURANCE - JULY 2025	84.33
<b>Total for Check/Tran - 89377:</b>					356.04
89378 6/12/25	CHK	9266	BRAUN INTERTEC CORPORATION	Recertification	546.88
				Recertification	78.12
<b>Total for Check/Tran - 89378:</b>					625.00
89379 6/12/25	CHK	9997	GABRIELLE CACCIA	INACTIVE REFUND	64.85
89380 6/12/25	CHK	9997	CAPSTONE HOMES	Credit Balance Refund	139.96
89381 6/12/25	CHK	9997	CAPSTONE HOMES	Credit Balance Refund	141.25
89382 6/12/25	CHK	9997	CAPSTONE HOMES	Credit Balance Refund	132.00
89383 6/12/25	CHK	28	CINTAS	MATS & TOWELS	429.42
				MATS & TOWELS	61.35
<b>Total for Check/Tran - 89383:</b>					490.77
89384 6/12/25	CHK	54	CORE & MAIN LP	Flush Hose	1,310.82
89385 6/12/25	CHK	9997	GABRIELLE EINBERGER	INACTIVE REFUND	11.12
89386 6/12/25	CHK	9997	ELK RIVER HEATING & AIR CONDITION	Credit Balance Refund	176.92
89387 6/12/25	CHK	9997	ELK RIVER HEATING & AIR CONDITION	Credit Balance Refund	168.79
89388 6/12/25	CHK	8709	FAIRVIEW HEALTH SERVICES	DOT DRUG SCREENING - 59 63 119 142 174	308.75
				DOT DRUG SCREENING - 59 63 119 142 174	126.25
<b>Total for Check/Tran - 89388:</b>					435.00
89389 6/12/25	CHK	8949	FS3 INC.	BATTERY - UNIT #56	105.84
89390 6/12/25	CHK	6204	GEMINI GROUP LLC	Quality Report	3,655.00

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 15

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89391 6/12/25	CHK	9997	MARCO GONZALEZ	INACTIVE REFUND	485.50
89392 6/12/25	CHK	80	GRAINGER	FLAME RESISTANT RAINCOAT - 196 FLAME RESISTANT RAINCOAT - 196	-7.11 97.40
<b>Total for Check/Tran - 89392:</b>					90.29
89393 6/12/25	CHK	730	GREATAMERICA FINANCIAL SERVICES	LEASE FOR COPIER AT PLANT LEASE FOR COPIER AT PLANT	105.01 26.26
<b>Total for Check/Tran - 89393:</b>					131.27
89394 6/12/25	CHK	9997	ROXANNE HANUS	INACTIVE REFUND	165.71
89395 6/12/25	CHK	9997	ELIZABETH HAWKINS	INACTIVE REFUND	52.70
89396 6/12/25	CHK	9997	HPA JV BORROWER 2019-1 ML LLC	INACTIVE REFUND	79.63
89397 6/12/25	CHK	9997	AARON HUHTA	INACTIVE REFUND	64.74
89398 6/12/25	CHK	9301	IDEAL SERVICE, INC.	Maintanance	562.50
89399 6/12/25	CHK	9997	KYLE JOHNSON	INACTIVE REFUND	225.23
89400 6/12/25	CHK	9997	RACHEL MALMGREN	INACTIVE REFUND	38.00
89401 6/12/25	CHK	8605	MARCO TECHNOLOGIES, LLC	PLOTTER PRINTER SERVICE PLOTTER PRINTER SERVICE TONER FOR PLOTTER PRINTER TONER FOR PLOTTER PRINTER	174.52 43.63 310.52 77.63
<b>Total for Check/Tran - 89401:</b>					606.30
89402 6/12/25	CHK	8605	MARCO TECHNOLOGIES, LLC	PRINTER MTC CONTRACT - 6/1 to 7/1/25 PRINTER MTC CONTRACT - 6/1 to 7/1/25	307.87 76.97
<b>Total for Check/Tran - 89402:</b>					384.84
89403 6/12/25	CHK	9997	JILL MAY	INACTIVE REFUND	98.57
89404 6/12/25	CHK	145	MENARDS	MISC PARTS & SUPPLIES - EAST SUB REBATE	227.69 -32.28

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 16

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				REBATE	-13.16
				REBATE	-2.07
				REBATE	-23.99
				REBATE	-3.30
				<b>Total for Check/Tran - 89404:</b>	152.89
89405 6/12/25	CHK	704	MINNESOTA BACKFLOW PROS LLC	Clamps	323.60
89406 6/12/25	CHK	119	MINNESOTA COMPUTER SYSTEMS INC	COPIER MTC CONTRACT - 5/12 to 6/11/25	132.52
				COPIER MTC CONTRACT - 5/12 to 6/11/25	33.13
				<b>Total for Check/Tran - 89406:</b>	165.65
89407 6/12/25	CHK	14	MOBOTREX TRAFFIC PRODUCTS, INC	LED PEDESTRIAN HAND/MAN	2,343.05
				LED PEDESTRIAN HAND/MAN	-171.05
				<b>Total for Check/Tran - 89407:</b>	2,172.00
89408 6/12/25	CHK	9997	JESSICA MORGAN	INACTIVE REFUND	171.09
89409 6/12/25	CHK	712	NEGSTAD CONSULTING, LLC	LEADERSHIP COACHING	1,520.00
				LEADERSHIP COACHING	380.00
				<b>Total for Check/Tran - 89409:</b>	1,900.00
89410 6/12/25	CHK	9997	ANDREW NESS	Credit Balance Refund	437.71
89411 6/12/25	CHK	22	PLUNKETT'S PEST CONTROL, INC	PEST CONTROL PROGRAM	1,476.92
				PEST CONTROL PROGRAM	210.99
				<b>Total for Check/Tran - 89411:</b>	1,687.91
89412 6/12/25	CHK	811	PRIME ADVERTISING & DESIGN, INC.	Marketing	1,500.00
89413 6/12/25	CHK	9997	CASONDRA PULLAR	INACTIVE REFUND	286.52
89414 6/12/25	CHK	574	REPUBLIC SERVICES, INC	TRASH & RECYCLING SERVICE - MAY 2025	170.21
				TRASH & RECYCLING SERVICE - MAY 2025	1,927.55
				TRASH & RECYCLING SERVICE - MAY 2025	24.32
				TRASH & RECYCLING SERVICE - MAY 2025	275.37
				TRASH & RECYCLING SERVICE - MAY 2025	404.10

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 17

## 06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				TRASH & RECYCLING SERVICE - MAY 2025	72.87
				TRASH & RECYCLING SERVICE - MAY 2025	10.41
<b>Total for Check/Tran - 89414:</b>					2,884.83
89415 6/12/25	CHK	9997	SFR ACQUISITIONS III, LLC	Credit Balance Refund	281.13
89416 6/12/25	CHK	9997	TODD SHATUSKY	Credit Balance Refund	152.62
89417 6/12/25	CHK	9997	RAYMOND SMITH	INACTIVE REFUND	75.33
89418 6/12/25	CHK	9997	SAMANTHA SMITH	INACTIVE REFUND	208.70
89419 6/12/25	CHK	9997	SUPERIOR STUDIO	INACTIVE REFUND	106.74
89420 6/12/25	CHK	9997	GREGORY SUTTON	INACTIVE REFUND	303.70
89421 6/12/25	CHK	9997	TCLD-LF5 MEADOWSUITE, LLC	INACTIVE REFUND	108.11
89422 6/12/25	CHK	9997	THE BEAUTY COLLECTIVE	INACTIVE REFUND	255.33
89423 6/12/25	CHK	9997	ANDREA TRELSTAD	INACTIVE REFUND	24.50
89425 6/12/25	CHK	55	WESCO RECEIVABLES CORP.	PEDESTAL	1,032.02
				MISC PARTS & SUPPLIES	1,836.75
				MISC PARTS & SUPPLIES	-134.08
<b>Total for Check/Tran - 89425:</b>					2,734.69
89426 6/12/25	CHK	3396	WRIGHT COUNTY HWY DEPT	UTILITY PERMIT	100.00
89427 6/18/25	CHK	796	AIR MAX LLC	REPAIRS - TREATMENT PLANT 4	227.00
89428 6/18/25	CHK	9997	VICTORIA BATSON	INACTIVE REFUND	107.48
89429 6/18/25	CHK	9997	ADAM BENSON	INACTIVE REFUND	399.82
89430 6/18/25	CHK	9997	JULIA BUTZ	INACTIVE REFUND	39.46
89431 6/18/25	CHK	54	CORE & MAIN LP	REMOTE WIRE	927.03
				REMOTE WIRE	-67.68

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 18

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				AMI Meter	47,680.75
				Meter	1,750.00
				Meter	1,050.00
				METERS & WARRANTIES	-3,480.75
				<b>Total for Check/Tran - 89431:</b>	47,859.35
89432 6/18/25	CHK	201	DELL MARKETING LP	Computer	3,597.59
89433 6/18/25	CHK	9997	DH CUSTOM RODS & TACKLE LLC	INACTIVE REFUND	238.11
89434 6/18/25	CHK	122	ELK RIVER WINLECTRIC	Gloves	1,082.40
				FSB - PARTS FOR LIGHTS	-14.00
				FSB - PARTS FOR LIGHTS	191.77
				FSB - PARTS FOR LIGHTS	-2.01
				FSB - PARTS FOR LIGHTS	27.40
				MISC PARTS & SUPPLIES	-9.17
				MISC PARTS & SUPPLIES	125.66
				MISC PARTS & SUPPLIES	-0.53
				MISC PARTS & SUPPLIES	7.34
				<b>Total for Check/Tran - 89434:</b>	1,408.86
89435 6/18/25	CHK	9997	ALEXANDRA FRYER	INACTIVE REFUND	289.11
89436 6/18/25	CHK	9997	MATTHEW GASSWINT	INACTIVE REFUND	227.98
89437 6/18/25	CHK	9997	MALLORY GEERDES	INACTIVE REFUND	152.20
89438 6/18/25	CHK	9997	ASHLEY HAACK	INACTIVE REFUND	166.60
89439 6/18/25	CHK	9997	JENNIFER HAGEN	INACTIVE REFUND	40.44
89440 6/18/25	CHK	9997	JESKE PROPERTIES LLC	INACTIVE REFUND	321.46
89441 6/18/25	CHK	9997	KAYLA KOLASA	INACTIVE REFUND	282.21
89442 6/18/25	CHK	145	MENARDS	MISC PARTS & SUPPLIES	6.69
				MISC PARTS & SUPPLIES	34.07

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 19

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MISC PARTS & SUPPLIES	15.06
				<b>Total for Check/Tran - 89442:</b>	55.82
89443 6/18/25	CHK	9997	MARK NELSON	INACTIVE REFUND	86.00
89444 6/18/25	CHK	9997	WILLIAM ORTEZ	INACTIVE REFUND	65.62
89445 6/18/25	CHK	9997	ASHLEY SCHABER	INACTIVE REFUND	182.47
89446 6/18/25	CHK	674	STAR ENERGY SERVICES LLC	PROFESSIONAL SERVICES - MAY 2025	488.50
89447 6/18/25	CHK	9997	TALL PINES 2 LLC	INACTIVE REFUND	213.11
89448 6/18/25	CHK	8381	VERIFIED CREDENTIALS, LLC	BACKGROUND SCREENING - 197 198 199 200	243.00
				BACKGROUND SCREENING - 197 198 199 200	27.00
				<b>Total for Check/Tran - 89448:</b>	270.00
89449 6/18/25	CHK	375	VIKING ELECTRIC	CLOSING PLATE	-3.97
				CLOSING PLATE	54.46
				MASTIC	-7.94
				MASTIC	108.88
				MASTIC	-15.90
				MASTIC	217.78
				ALL WEATHER CEMENT	435.23
				CLOSING PLATE	-4.42
				CLOSING PLATE	60.52
				CLOSING PLATE	-2.65
				CLOSING PLATE	36.31
				MASTIC	-7.94
				MASTIC	108.88
				<b>Total for Check/Tran - 89449:</b>	979.24
89450 6/18/25	CHK	55	WESCO RECEIVABLES CORP.	Fuse Block	829.62
				BOLT, CLAMP & COLD SHRINK	334.16
				Mtce of OH Primary	51.75

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 20

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				Mtce of URD Primary	263.00
<b>Total for Check/Tran - 89450:</b>					1,478.53
89451 6/26/25	CHK	9997	MATT ALEXANDER	INACTIVE REFUND	87.37
89452 6/26/25	CHK	2512	AMARIL UNIFORM COMPANY	Employee Clothing - 194 Employee Clothing - 119	563.95 300.00
<b>Total for Check/Tran - 89452:</b>					863.95
89453 6/26/25	CHK	9997	CASSANDRA AUSTIN	INACTIVE REFUND	92.55
89454 6/26/25	CHK	9997	KYLE BLAKNEY	INACTIVE REFUND	28.18
89455 6/26/25	CHK	6138	BLUE EGG BAKERY	DONUTS FOR SAFETY MEETING DONUTS FOR SAFETY MEETING	72.00 18.00
<b>Total for Check/Tran - 89455:</b>					90.00
89456 6/26/25	CHK	3982	CENTERPOINT ENERGY	NATURAL GAS & IRON REMOVAL NATURAL GAS & IRON REMOVAL	516.93 230.95
<b>Total for Check/Tran - 89456:</b>					747.88
89457 6/26/25	CHK	549	CHARTER COMMUNICATIONS	OFFICE TELEPHONE & CABLE OFFICE TELEPHONE & CABLE	197.38 49.34
<b>Total for Check/Tran - 89457:</b>					246.72
89458 6/26/25	CHK	9997	COMMLOGIX LLC	INACTIVE REFUND	296.95
89459 6/26/25	CHK	54	CORE & MAIN LP	COUPLINGS & FLANGE SET	960.54
89460 6/26/25	CHK	2404	CORNERSTONE AUTO RESOURCE	PARTS & LABOR FOR UNIT #16	139.95
89461 6/26/25	CHK	9192	ELK RIVER CUB FOODS	SAFETY MEETING SNACKS SAFETY MEETING SNACKS	52.49 13.12
<b>Total for Check/Tran - 89461:</b>					65.61
89462 6/26/25	CHK	8247	FERGUSON WATERWORKS #2516	Tools	422.59
89463 6/26/25	CHK	80	GRAINGER	DRYER MTC KIT	237.84

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 21

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran	Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89464	6/26/25	CHK	631	HEALTHPARTNERS	DENTAL EE INSURANCE - JULY 2025	844.91
					DENTAL ER INSURANCE - JULY 2025	2,285.53
					MEDICAL EE INSURANCE - JULY 2025	10,860.85
					MEDICAL ER INSURANCE - JULY 2025	59,690.38
					DENTAL EE INSURANCE - JULY 2025	140.04
					DENTAL ER INSURANCE - JULY 2025	669.31
					MEDICAL EE INSURANCE - JULY 2025	2,724.15
					MEDICAL ER INSURANCE - JULY 2025	15,419.38
<b>Total for Check/Tran - 89464:</b>						92,634.55
89465	6/26/25	CHK	824	HOME DEPOT CREDIT SERVICES	MISC PARTS & SUPPLIES	76.63
					MISC PARTS & SUPPLIES	149.23
<b>Total for Check/Tran - 89465:</b>						225.86
89466	6/26/25	CHK	756	KJ BRANDING	FSB BRANDING UPDATES	530.84
					FSB BRANDING UPDATES	75.83
<b>Total for Check/Tran - 89466:</b>						606.67
89467	6/26/25	CHK	8605	MARCO TECHNOLOGIES, LLC	PLOTTER PRINTER MTC	300.23
					PLOTTER PRINTER MTC	75.06
<b>Total for Check/Tran - 89467:</b>						375.29
89468	6/26/25	CHK	9997	SCOTT MARTIN	INACTIVE REFUND	73.26
89469	6/26/25	CHK	9997	SKYLAR MCDANIEL	INACTIVE REFUND	180.71
89470	6/26/25	CHK	145	MENARDS	MISC PARTS & SUPPLIES	35.53
					DRILL BITS - UNIT #32	28.68
					DRILL BITS - UNIT #32	1.51
					HAND CREAM	46.45
					HAND CREAM	11.61
					MISC PARTS & SUPPLIES	121.21
					MISC PARTS & SUPPLIES	59.17
<b>Total for Check/Tran - 89470:</b>						304.16

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 22

## 06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89471 6/26/25	CHK	7293	MINNESOTA DEPT OF COMMERCE	2026 QTR 1 INDIRECT ASSESSMENT	7,912.81
89472 6/26/25	CHK	633	MUTUAL OF OMAHA	ELEC LIFE INSURANCE - JULY 2025	216.81
				LIFE,STD & LTD INSURANCE - JULY 2025	2,470.31
				ELEC LIFE INSURANCE - JULY 2025	202.94
				LIFE,STD & LTD INSURANCE - JULY 2025	606.66
				<b>Total for Check/Tran - 89472:</b>	3,496.72
89473 6/26/25	CHK	9997	ADELINA PEREZ	INACTIVE REFUND	92.94
89474 6/26/25	CHK	9997	PLM PROPERTIES, LLC	INACTIVE REFUND	396.62
89475 6/26/25	CHK	22	PLUNKETT'S PEST CONTROL, INC	PEST CONTROL PROGRAM	117.99
				PEST CONTROL PROGRAM	16.85
				<b>Total for Check/Tran - 89475:</b>	134.84
89476 6/26/25	CHK	9997	POLYGLASS COATINGS LLC	INACTIVE REFUND	305.50
89477 6/26/25	CHK	811	PRIME ADVERTISING & DESIGN, INC.	BUSINESS CARDS	257.93
				BUSINESS CARDS	252.25
				<b>Total for Check/Tran - 89477:</b>	510.18
89478 6/26/25	CHK	8606	QUADIENT FINANCE USA, INC	POSTAGE	800.00
				POSTAGE	200.00
				<b>Total for Check/Tran - 89478:</b>	1,000.00
89479 6/26/25	CHK	9997	VICTORIA RAIHLE	INACTIVE REFUND	150.00
89480 6/26/25	CHK	9997	BAILEY REKER	INACTIVE REFUND	342.11
89481 6/26/25	CHK	8141	SPEEDCUTTERS OUTDOOR MAINTENA	LAWN MOWING SERVICES	867.69
				LAWN MOWING SERVICES	2,349.74
				<b>Total for Check/Tran - 89481:</b>	3,217.43
89482 6/26/25	CHK	674	STAR ENERGY SERVICES LLC	NOVA POWER PORTAL RENEWAL - 7/25 to 6/26	2,000.00
89483 6/26/25	CHK	9997	ANDREA TODD	INACTIVE REFUND	19.10

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 23

06/01/2025 To 06/30/2025

**Bank Account: 5 - GENERAL FUND WITHDRAWALS**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
89484 6/26/25	CHK	783	VICTORY CLEANING SERVICES	MONTHLY CLEANING FOR THE PLANT-MAY 2025	3,114.90
				MONTHLY CLEANING FOR THE PLANT-MAY 2025	444.98
<b>Total for Check/Tran - 89484:</b>					3,559.88
89485 6/26/25	CHK	375	VIKING ELECTRIC	MASTIC	-15.90
				MASTIC	217.78
				OUTDOOR TIE	-25.09
				OUTDOOR TIE	343.74
<b>Total for Check/Tran - 89485:</b>					520.53
89486 6/26/25	CHK	9997	RICHARD WADATZ	INACTIVE REFUND	5.38
89487 6/26/25	CHK	9997	JESSE WILSON	INACTIVE REFUND	92.97
<b>Total for Bank Account - 5 :</b>					(203) 4,095,190.60
<b>Grand Total :</b>					(204) 4,106,478.07

07/01/2025 9:17:47 AM

# Accounts Payable Check Register

Page 24

**PARAMETERS ENTERED:**

**Check Date:** 06/01/2025 To 06/30/2025

**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 UTILITIES CONFERENCE ROOM**

**June 3, 2025**

Members Present: Chair John Dietz and Vice Chair Mary Stewart  
Commissioners Jill Larson-Vito, Matt Westgaard, and Nick Zerwas

ERMU Staff Present: Mark Hanson, General Manager  
Sara Youngs, Administrations Director  
Melissa Karpinski, Finance Manager  
Tom Geiser, Operations Director  
Mike Tietz, Technical Services Superintendent  
Dave Ninow, Water Superintendent  
Megan Zachman, Human Resources Generalist  
Jenny Foss, Communications & Administrative Coordinator  
Parker Theisen, IT/OT Technician

Others Present: Jared Shepherd, Attorney; Cal Portner, City Administrator

**1.0 GOVERNANCE**

**1.1 Oath of Office – Jill Larson-Vito**

**1.2 Call Meeting to Order**

The regular meeting of the Utilities Commission was called to order at 3:30 p.m. by Chair Dietz.

**1.3 Pledge of Allegiance**

The Pledge of Allegiance was recited.

**1.4 Consider the Agenda**

**Moved by Commissioner Westgaard and seconded by Commissioner Stewart to approve the June 3, 2025, agenda. Motion carried 5-0.**

**2.0 CONSENT AGENDA (Approved By One Motion)**

**Moved by Commissioner Stewart and seconded by Commissioner Larson-Vito to approve the Consent Agenda as follows:**

**2.1 Check Register – May 2025**

**2.2 Regular Meeting Minutes – May 13, 2025**

## **2.3 Summary of General Manager Performance Evaluation Closed Session**

## **2.4 Summary of Information Security Committee Closed Session**

**Motion carried 5-0.**

### **3.0 OPEN FORUM**

No one appeared for open forum.

### **4.0 POLICY & COMPLIANCE**

#### **4.1 Commission Policy Review – G.4c – Strategic and Business Planning**

Mr. Hanson presented the policy G.4c – Strategic and Business Planning memo on behalf of Mr. Mauren, who was not in attendance. Staff made a recommendation to update the policy, reducing the Strategic Plan time period from not less than five years to not less than three years. Staff believes this more closely resembles past practice and allows for greater responsiveness in rapidly changing economic conditions.

Additionally, staff proposed revising the notes section of the policy to eliminate redundancy and improve clarity.

Commissioner Stewart asked if the recommended change to the Strategic Plan would alter the time frame of the Finance and Capital Budget Planning. Mr. Hanson replied that it would not.

There was clarifying discussion regarding the final language.

**Moved by Commissioner Westgaard and seconded by Commissioner Zerwas to approve the recommended updates to Commission Policy G.4c – Strategic and Business Planning. Motion carried 5-0.**

#### **4.2 Annual Commission Performance Evaluation**

Mr. Hanson presented a comprehensive review of the commission's annual performance evaluation that included discussion of specific questions and comments from both commissioners and management.

Commissioner Zerwas expressed his appreciation for the commission's thoughtful approach, commending their willingness to take the time to ask questions and avoid rushing decisions, which led to well-supported outcomes

Mr. Hanson emphasized the trust that exists between the city council and the commission, noted improved self-review scores related to commissioner education, reiterated that staff direction should flow through the general manager, and encouraged commissioners to engage

more with all staff. Mr. Hanson concluded by stating ERMU benefits from having such a well-functioning, cohesive commission that values the high degree of mutual respect they share with staff.

Chair Dietz remarked that the current evaluation process, revised in 2024, has become much more meaningful with the addition of manager feedback.

#### 4.3 **Employee Handbook Annual Updates**

Ms. Zachman presented the updated Employee Handbook, noting there were 13 minor changes primarily related to employment law, wage and benefits, and operational updates.

Chair Dietz asked how staff are informed of these changes.

Ms. Zachman explained that all staff will receive an electronic copy and are required to submit an electronic acknowledgement. Updated paper copies will also be available. Ms. Zachman also noted that she will attend morning meetings at both the field services building and the main office to review the changes with staff.

Chair Dietz expressed his appreciation for the annual employee handbook review process.

**Moved by Commissioner Stewart and seconded by Commissioner Zerwas to approve the revised Employee Handbook. Motion carried 5-0.**

#### 4.3 **Dispute Resolution Committee Appointment**

Ms. Youngs presented the Dispute Resolution Committee Appointment memo on behalf of Mr. Mauren, who was not in attendance. She explained that with Mr. Bell's departure, the commission would need to appoint by motion a replacement for him on the committee.

**Moved by Commissioner Westgaard and seconded by Commissioner Stewart to appoint Jill Larson-Vito to the Dispute Resolution Committee. Motion carried 5-0.**

### 5.0 **BUSINESS ACTION**

#### 5.1 **Financial Report – April 2025**

A presentation of the April 2025 financials was provided by Ms. Karpinski. She noted the graphs only include data through April due to the commission meeting being moved up to the first week in June.

Commissioner Zerwas asked for clarification about franchise fee payments. Ms. Karpinski explained that the utility does not pay the franchise fee until it receives payment.

Chair Dietz asked about the amount recognized for water tower attachments. Ms. Karpinski stated that the entire amount is recognized as a receivable, which explains the high balance in the water department.

Mr. Hanson added that option extensions must also be recognized, as they are treated as automatic renewals.

Chair Dietz then asked about the significant increase in electric sales in Elk River compared to the previous year. Ms. Youngs explained that higher usage in 2025, likely due to weather differences, resulted in increased revenue.

**Moved by Commissioner Westgaard and seconded by Commissioner Stewart to receive the Financial Report. Motion carried 5-0.**

## 5.2 2025 Consumer Confidence Report

Mr. Ninow presented to the commission the 2025 Consumer Confidence Report, also known as the Water Quality Report (WQR), based on samples taken in 2024.

Chair Dietz asked if there was much variation in the report from year to year. Mr. Ninow explained that while there is opportunity to include additional water-related content, the majority follows the Minnesota Department of Health's required framework.

Chair Dietz inquired if the report generates questions from consumers. Both Ms. Foss and Ms. Youngs shared examples, noting that when water quality is in the news, customers often reach out for reassurance, which the WQR effectively provides.

Commissioner Westgaard requested clarification of the test results, specifically related to the Amount Detected and Range columns of the data table. There was discussion.

**Moved by Commissioner Zerwas and seconded by Commissioner Westgaard to receive the 2025 Consumer Confidence Report. Motion carried 5-0.**

## 5.3 Water Tower Attachment Agreement – AT&T

Mr. Hanson presented the AT&T Water Tower Attachment Agreement memo to the commission seeking approval to proceed with the lease agreement.

Chair Dietz inquired about the number of existing water tower lease agreements with cellular companies. Mr. Hanson noted that ERMU currently has similar agreements with two other carriers, so AT&T would be a third.

Commissioner Larson-Vito asked if the proposed rate is comparable to ERMU's water tower agreements with other carriers and those of carriers in other cities. Mr. Hanson

explained that rates vary widely between cities due to differing calculation methods. However, he emphasized that ERMU prioritizes consistency, ensuring its agreements are comparable between carriers on its own towers.

Commissioner Stewart asked if ERMU has received any public concerns about cell tower attachments. Mr. Hanson confirmed that ERMU has not received any questions or concerns.

**Moved by Commissioner Stewart and seconded by Commissioner Westgaard to approve the AT&T Water Tower Attachment Agreement. Motion carried 5-0.**

## **6.0 BUSINESS DISCUSSION**

### **6.1 Staff Updates**

Ms. Karpinski reminded commissioners of the upcoming Minnesota Municipal Utilities Summer Conference, scheduled for August 18-20 in Rochester, MN. She requested commissioners confirm their attendance to allow staff to proceed with registration.

Mr. Hanson added that he will send an email with conference details, allowing commissioners to respond directly.

On behalf of Mr. Mauren, Ms. Youngs invited the commissioners to the All-Staff BBQ and retirement celebration for Scott Thoreson on July 15, from 11:30 a.m. to 1:00 p.m., at the Field Services Building. Commissioners were encouraged to confirm their attendance with Ms. Youngs.

### **6.2 City Council Update**

Chair Dietz provided a City Council update.

### **6.3 Future Planning**

Chair Dietz announced the following:

- a. American Public Power Association National Conference – June 8-11
- b. Regular Commission Meeting – July 8, 2025
- c. 2025 Governance Agenda

### **6.5 Other Business**

Mr. Hanson and Chair Dietz will attend the City of Buffalo's City Council meeting on July 21 at 5:00 p.m. to discuss the advantages of a utility commission structure.

**7.0 ADJOURN REGULAR MEETING**

**Moved by Commissioner Zerwas and seconded by Commissioner Stewart to adjourn the regular meeting of the Elk River Municipal Utilities Commission at 4:33 p.m. Motion carried 5-0.**

Minutes prepared by Jenny Foss.

---

John J. Dietz, ERMU Commission Chair

---

Tina Allard, City Clerk

<b>TO:</b> ERMU Commission	<b>FROM:</b> Mark Hanson – General Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 2.3
<b>SUBJECT:</b> Water Tower Attachment – Lease Amendment (Verizon)	
<b>ACTION REQUESTED:</b> Approve Amendment to Verizon’s Water Tower Attachment Lease Agreement, Auburn Tower	

**BACKGROUND:**

On October 5, 2016, ERMU executed a non-exclusive tower attachment lease agreement for our Auburn Street Water Tower with Cellco Partnership, doing business as Verizon Wireless. This agreement allows Verizon to attach a specific number of cellular antennas to our water tower and house the related system equipment at the base of the tower.

**DISCUSSION:**

Verizon has contacted ERMU for approval to replace the original antennas and equipment and add additional antennas and equipment at this location. ERMU has negotiated that the original agreement terms be applied to both the replacement and additional antennas and equipment.

The payment terms for the replaced antennas and equipment will remain the same as the original agreement. The lease payment for the additional antennas and equipment will be six percent (6%) of the annual lease payment required in the original agreement, prorated for the first year.

**ATTACHMENTS:**

- Amendment to Verizon’s Water Tower Attachment Lease Agreement, Auburn Tower

**First Amendment to  
Non-Exclusive Tower Attachment Lease Agreement**

This First Amendment to Non-Exclusive Tower Attachment Lease Agreement (“First Amendment”) is executed this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between Elk River Municipal Utilities (“Lessor”) and Cellco Partnership d/b/a Verizon Wireless (“Lessee”).

WHEREAS, Lessor and Lessee entered into a Non-Exclusive Tower Attachment Lease Agreement on October 5, 2016 (the “Lease”); and

WHEREAS, the Lease allows the Lessee to install, maintain and operate a telecommunications facility on Lessor’s property located at 19533 Auburn Street in the City of Elk River (the “Property”); and

WHEREAS, Lessee has requested that the Lease be amended to allow Lessee, or its authorized agents, to make the following modifications to Lessee’s existing telecommunications facility on the Property:

- Replacement of existing antennas and other equipment, including cabling and mounting apparatus;
- Installation of three (3) additional antennas; and

WHEREAS, Lessor agrees to amend the Lease, subject to the terms and conditions of this First Amendment.

NOW, THEREFORE, for and in consideration of the terms and mutual promises herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

1. Additional Attachments

In addition to replacing the existing six (6) antennas, Lessee may install up to three (3) new antennas and other equipment (collectively, the “New Antennas”) as shown on the attached Amended Exhibit C.

2. Additional Rent

(a) As consideration for Lessee's modification of its equipment, commencing on September 1, 2025, Lessee shall pay an additional Lease Payment for the remainder of the current lease year (from September 1, 2025 to December 31, 2025) in the amount of Two Thousand Five Hundred Sixty-Two and No/100 Dollars (\$2,562.00). Lessee agrees and acknowledges that the increase to the current Lease Payment equals 6% of the 2025 calendar year Lease Payment, prorated for the remainder of the calendar year. Such increased payment shall become part of the Lease Payment due under Section 5(a) of the

Lease, and commencing January 1, 2026, and on each January 1 thereafter during the remaining term of the Lease, shall increase at the same rate and in the same manner as provided in said Section.

(b) Lessee acknowledges and agrees that it may not commence work on its equipment modifications prior to September 1, 2025.

3. Deposit

Lessee shall reimburse Lessor for all of Lessor's costs to consider, prepare, and administer this First Amendment, as provided in Section 5(c) of the Lease. In order to secure this reimbursement obligation, Lessee shall submit a cash Deposit ("Deposit") to Lessor in the amount of Fifteen Thousand and 00/100 Dollars (\$15,000) prior to installing any New Antennas on the water tower. The Deposit shall be held by Lessor and applied to Lessor's reimbursable costs (including engineering fees and other third party costs incurred by Lessor in connection with Lessee's installation of the New Antennas). Lessor shall provide Lessee with an invoice together with reasonable supporting documentation specifying the reimbursable costs that were deducted from the Deposit, and return any portion of the Deposit remaining after reimbursement of such costs within thirty (30) days of accessing such Deposit. Lessee shall further be liable to Lessor for reimbursable costs incurred by Lessor in connection with Lessee's installation of the New Antennas to the extent such costs exceed the amount of the Deposit. Such additional amount will be paid within thirty (30) days following receipt of an invoice together with reasonable supporting documentation evidencing such costs.

4. Notices

Lessee's notice address under Section 14 of the Lease is deleted in its entirety and replaced with the following:

Cellco Partnership  
d/b/a Verizon Wireless  
Attention: Network Real Estate  
180 Washington Valley Road  
Bedminster, New Jersey 07920

With a copy to:

Basking Ridge Mail Hub  
Attn: Legal Intake  
One Verizon Way  
Basking Ridge, New Jersey 07920

5. New Exhibit C

The Lease is hereby amended to substitute the attached “Amended Exhibit C” in place of the existing Exhibit C to the Lease. No new equipment shall be brought to the Property or installed until Amended Exhibit C, attached to this First Amendment, is approved in writing by Lessor. All of Lessee’s equipment, new and existing, shall at all times be located entirely within the leased area identified in the Lease.

6. Compliance with Lease

Except as specifically modified by this First Amendment, the Lease shall remain in effect pursuant to its terms, and Lessee shall strictly follow the requirements of, and obtain approvals required by, the Lease, and shall fully comply with the Lease in all other respects. Lessee shall reimburse Lessor for all of Lessor’s costs to consider, prepare and administer this First Amendment as provided in Section 5(c) of the Lease.

7. Authority

Each of the parties represents and warrants that it has the right, power, legal capacity and authority to enter into and perform its respective obligations under this First Amendment.

8. Future Amendments

Neither this First Amendment nor the Lease may be modified in any other way except in writing approved and signed by both parties.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Lessor and Lessee have executed this First Amendment to Non-Exclusive Tower Attachment Lease Agreement as of the date and year first above written.

**LESSOR:**

ELK RIVER MUNICIPAL UTILITIES

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: General Manager

Date: \_\_\_\_\_

**LESSEE:**

CELLCO PARTNERSHIP  
D/B/A VERIZON WIRELESS

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

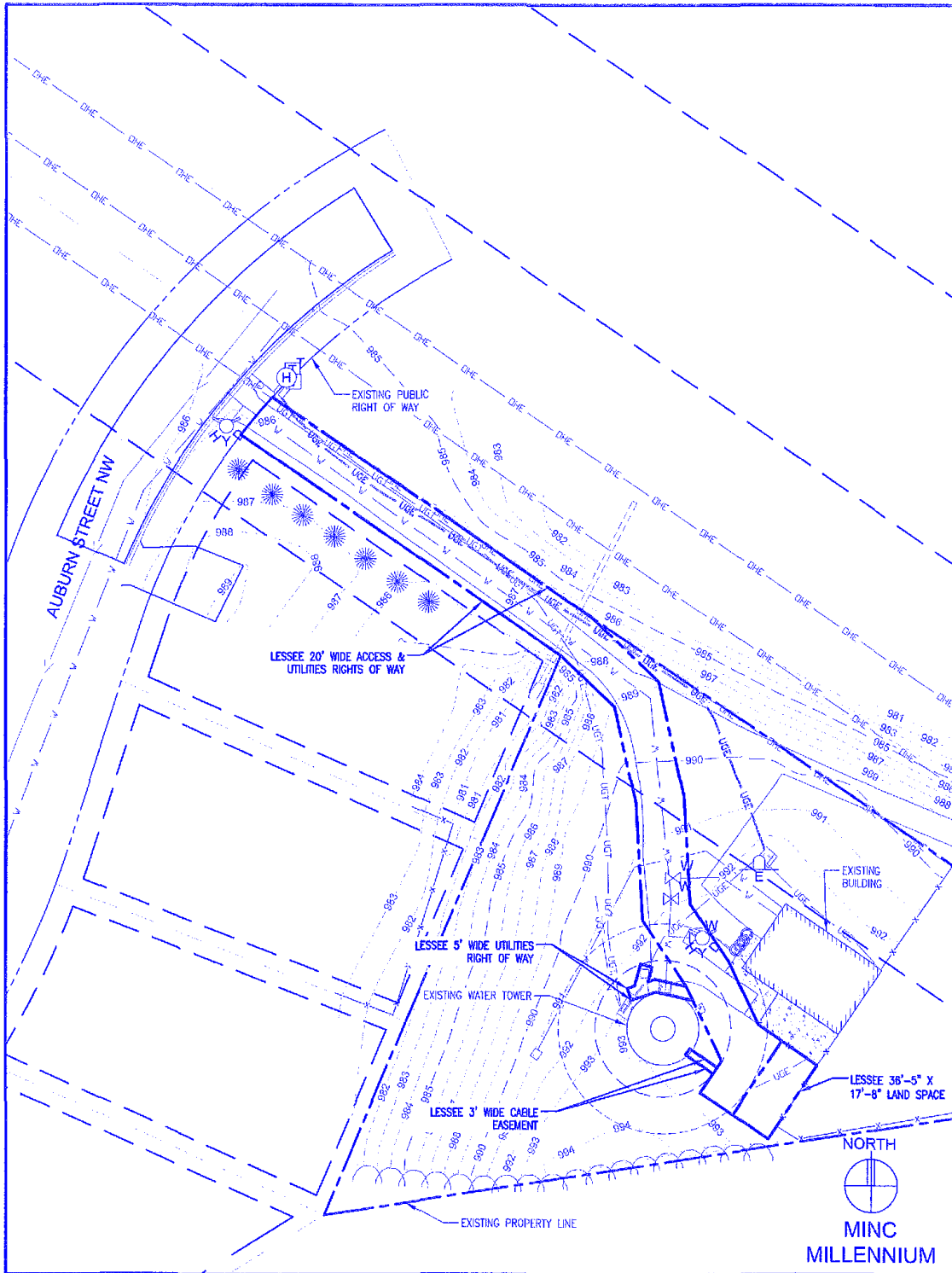
Its: \_\_\_\_\_

Date: \_\_\_\_\_

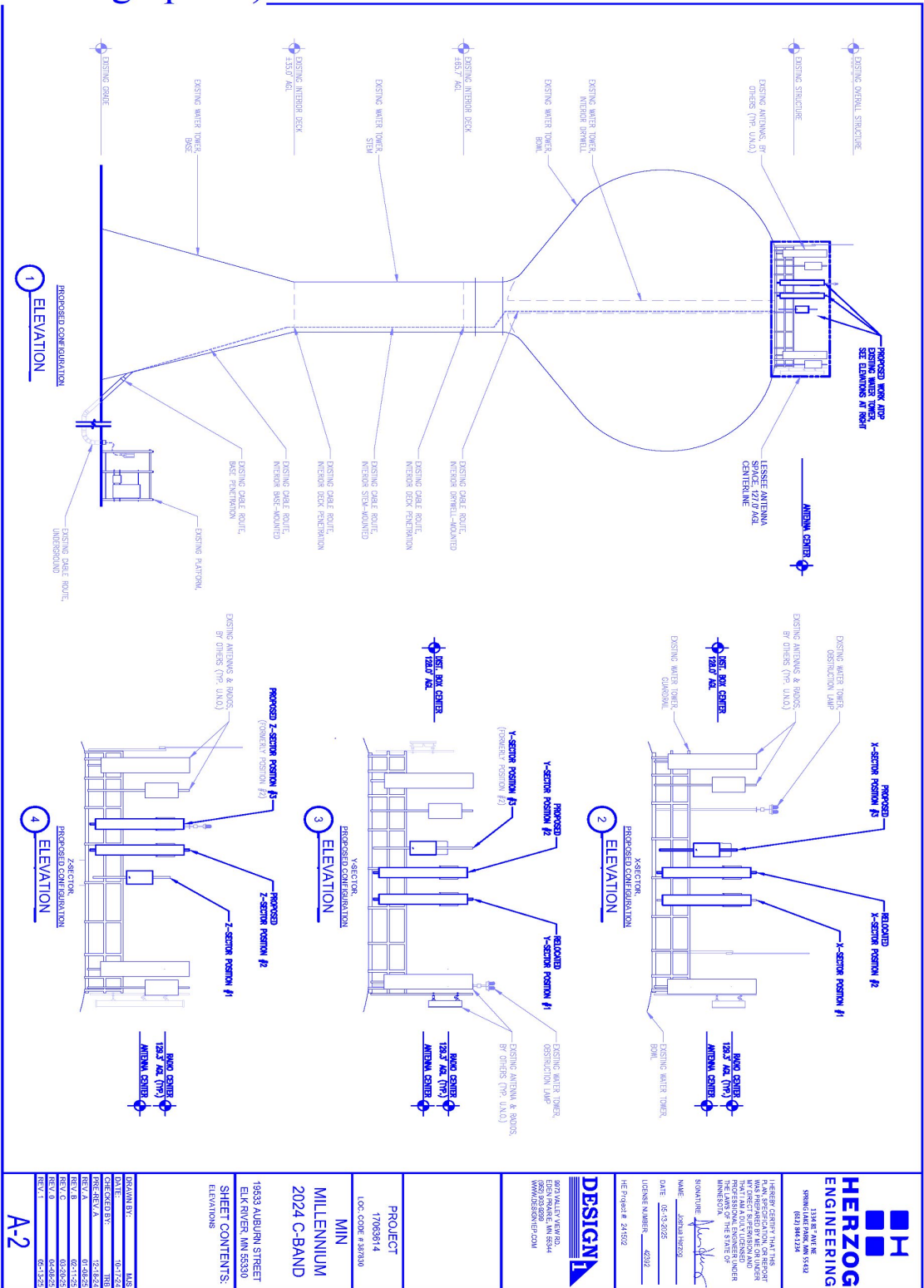
**Amended Exhibit C**

See Attached

(Added graphics)



(Added graphics)



**HERZOG ENGINEERING**  
 1344 4th Ave NE  
 Spring Lake Park, MN 55428  
 763.437.4444  
 www.herzog-engineering.com

I hereby certify that this is a true and correct copy of the original design as prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.  
 NAME: Ashley Herzog  
 DATE: 05-13-2025  
 LICENSE NUMBER: 46932  
 HE Project # 24192

**DESIGN**  
 807 WALTER VIEW RD.  
 ELYSIAN VALLEY, MN 55434  
 WWW.DESIGNGROUP.COM

**PROJECT**  
 17063614  
 LOC. CODE # 38780

**MIN**  
**MILLENNIUM**  
**2024 C-BAND**

19539 AUBURN STREET  
 ELK RIVER, MN 55330

**SHEET CONTENTS:**  
 ELEVATIONS

DESIGNED BY:	1410
DRAWN BY:	1617/20
CHECKED BY:	TMB
PREP-REV-A:	12-18-24
REV-A:	01-06-25
REV-B:	02-17-25
REV-C:	03-06-25
REV-D:	03-06-25
REV-E:	04-15-25

A-2

<b>TO:</b> ERMU Commission	<b>FROM:</b> Tony Mauren – Governance & Communications Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 4.1
<b>SUBJECT:</b> Commission Policy Review – G.4d – Customer Interests	
<b>ACTION REQUESTED:</b> Review the policy and provide comment	

**BACKGROUND/DISCUSSION:**

This month commissioners are reviewing policy G.4d – Customer Interests to make comments, ask questions, or recommend updates.

With policy G.4d, the Commission communicates its expectations for the General Manager’s understanding of customer needs and management/staff employee interaction with customers and customer representatives.

Staff is not recommending any changes to the policy.

**ATTACHMENTS:**

- ERMU Policy – G.4d – Customer Interests

Section: Governance	Category: Delegation to Management Policies
Policy Reference:  <b>G.4d</b>	Policy Title:  <b>Customer Interests</b>

**PURPOSE:**

With this policy, the Commission communicates its expectations for the General Manager’s understanding of customer needs and management/staff employee interaction with customers and customer representatives.

**POLICY:**

In all ERMU interactions with customers and customer representatives, the General Manager shall not intentionally allow situations, processes, actions, behaviors or attitudes that are unsafe, undignified, inattentive, disrespectful or unresponsive to customer needs and requests, or otherwise in conflict with the organizational values advocated by the Commission. (See *Organizational Values Policy*).

Consistent with this general statement, the General Manager shall:

1. Keep the Commission and management/staff employees informed about customer expectations for and satisfaction with ERMU’s services and conduct.
2. Keep the Commission and management/staff employees informed about current and emerging customer needs that are relevant to ERMU’s core purpose and mission.
3. Provide relevant information to customers about ERMU services, using all appropriate media.
4. Keep customers reasonably informed about current and emerging issues, regulations, policies or practices that may affect their ERMU utility services and/or their use of those services.
5. Provide customers with convenient and secure access to their personal or business account information and to other information that will enable them to be informed and efficient

consumers of the services that ERMU provides.

6. Comply with all applicable legal and regulatory requirements for collecting, reviewing, transmitting, and storing customer information to protect it against improper access and use, damage or loss, and unauthorized destruction. (See *Legal & Regulatory Compliance Policy*).
7. Keep customers reasonably informed about potential service outages, emergency preparedness, safe use practices, and service restoration status.
8. Provide customers with various means to express their service needs, concerns, or ideas to ERMU.
9. Promptly handle identified customer issues and utilize a dispute resolution process, if necessary, through which any unresolved issues are brought to the attention of the Dispute Resolution Committee for resolution.

**POLICY HISTORY:**

Adopted      July 11, 2017

<b>TO:</b> ERMU Commission	<b>FROM:</b> Melissa Karpinski – Finance Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 5.1
<b>SUBJECT:</b> Financial Report – May 2025	
<b>ACTION REQUESTED:</b> Receive the May 2025 Financial Report	

**DISCUSSION:**

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

**Electric**

May year to date (YTD) electric kWh sales are up 5% from the prior year. For further breakdown:

- Residential usage is up 7%
- Small Commercial usage is up 5%
- Large Commercial usage is up 3%

For May 2025, 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**

May YTD gallons of water sold are up 7% from the prior year. For further breakdown:

- Residential use is up 9%
- Commercial use is up 6%

For May 2025, 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 5.2025
- Electric Balance Sheet 5.2025
- Water Balance Sheet 5.2025
- Summary Electric Statement of Revenues, Expenses and Changes in Net Position 5.2025
- Summary Water Statement of Revenues, Expenses and Changes in Net Position 5.2025
- Graphs Prior Year and YTD 2025
- Detailed Electric Statement of Revenues, Expenses and Changes in Net Position 5.2025

- Detailed Water Statement of Revenues, Expenses and Changes in Net Position 5.2025
- Budget vs Actual Graphs – Electric and Water 5.2025

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
COMBINED BALANCE SHEET  
FOR PERIOD ENDING MAY 2025**

	<u>ELECTRIC</u>	<u>WATER</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
CASH	3,532,425	5,251,732
ACCOUNTS RECEIVABLE	2,883,269	5,114,041
INVENTORIES	2,337,096	48,617
PREPAID ITEMS	223,835	51,676
CONSTRUCTION IN PROGRESS	1,194,065	199,991
<b>TOTAL CURRENT ASSETS</b>	<u>10,170,690</u>	<u>10,666,057</u>
<b>RESTRICTED ASSETS</b>		
BOND RESERVE FUND	1,779,016	0
EMERGENCY RESERVE FUND	7,534,597	4,262,090
UNRESTRICTED RESERVE FUND	0	0
<b>TOTAL RESTRICTED ASSETS</b>	<u>9,313,613</u>	<u>4,262,090</u>
<b>FIXED ASSETS</b>		
PRODUCTION	795,920	17,177,471
LFG PROJECT	0	0
TRANSMISSION	2,305,024	0
DISTRIBUTION	54,925,596	30,835,173
GENERAL	25,605,389	1,615,537
<b>FIXED ASSETS (COST)</b>	<u>83,631,928</u>	<u>49,628,182</u>
LESS ACCUMULATED DEPRECIATION	(37,861,914)	(24,487,959)
<b>TOTAL FIXED ASSETS, NET</b>	<u>45,770,014</u>	<u>25,140,223</u>
<b>INTANGIBLE ASSETS</b>		
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	0
LOSS OF REVENUE INTANGIBLE	7,169,412	0
LESS ACCUMULATED AMORTIZATION	(4,453,084)	0
<b>TOTAL INTANGIBLE ASSETS, NET</b>	<u>24,262,540</u>	<u>0</u>
<b>OTHER ASSETS AND DEFERRED OUTFLOWS</b>	<u>322,181</u>	<u>61,420</u>
<b>TOTAL ASSETS</b>	<u><u>89,839,038</u></u>	<u><u>40,129,790</u></u>
<b>LIABILITIES AND FUND EQUITY</b>		
<b>CURRENT LIABILITIES</b>		
ACCOUNTS PAYABLE	4,628,547	270,574
SALARIES AND BENEFITS PAYABLE	1,176,759	164,430
DUE TO CITY	785,765	2,884
DUE TO OTHER FUNDS	0	0
NOTES PAYABLE-CURRENT PORTION	0	0
BONDS PAYABLE-CURRENT PORTION	480,000	65,000
UNEARNED REVENUE	11,270	188,234
<b>TOTAL CURRENT LIABILITIES</b>	<u>7,082,342</u>	<u>691,122</u>
<b>LONG TERM LIABILITIES</b>		
OPEB LIABILITY	0	0
LFG PROJECT	0	0
DUE TO COUNTY	0	0
DUE TO CITY	0	0
BONDS PAYABLE, LESS CURRENT PORTION	27,185,457	1,487,523
PENSION LIABILITIES	1,708,036	328,984
<b>TOTAL LONG TERM LIABILITIES</b>	<u>28,893,493</u>	<u>1,816,507</u>
<b>TOTAL LIABILITIES</b>	<u>35,975,835</u>	<u>2,507,630</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>1,206,975</u>	<u>4,689,086</u>
<b>FUND EQUITY</b>		
CAPITAL ACCOUNT CONST COST	1,779,016	0
CONTRIBUTED CAPITAL	0	0
RETAINED EARNINGS	49,623,773	33,451,758
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	1,253,440	(518,684)
<b>TOTAL FUND EQUITY</b>	<u>52,656,228</u>	<u>32,933,074</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>89,839,038</u></u>	<u><u>40,129,790</u></u>

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
ELECTRIC BALANCE SHEET**

	May 31, 2025	April 30, 2025	Current Month Change from Prior Month
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
CASH	3,532,425	3,869,563	(337,138)
ACCOUNTS RECEIVABLE	2,883,269	2,173,262	710,007
INVENTORIES	2,337,096	2,323,741	13,356
PREPAID ITEMS	223,835	252,860	(29,025)
CONSTRUCTION IN PROGRESS	1,194,065	1,054,678	139,386
<b>TOTAL CURRENT ASSETS</b>	<u>10,170,690</u>	<u>9,674,104</u>	<u>496,586</u>
<b>RESTRICTED ASSETS</b>			
BOND RESERVE FUND	1,779,016	1,779,016	0
EMERGENCY RESERVE FUND	7,534,597	7,509,365	25,232
<b>TOTAL RESTRICTED ASSETS</b>	<u>9,313,613</u>	<u>9,288,381</u>	<u>25,232</u>
<b>FIXED ASSETS</b>			
PRODUCTION	795,920	795,920	0
TRANSMISSION	2,305,024	2,305,024	0
DISTRIBUTION	54,925,596	54,815,768	109,828
GENERAL	25,605,389	25,593,777	11,612
<b>FIXED ASSETS (COST)</b>	<u>83,631,928</u>	<u>83,510,488</u>	<u>121,440</u>
LESS ACCUMULATED DEPRECIATION	(37,861,914)	(37,629,086)	(232,828)
<b>TOTAL FIXED ASSETS, NET</b>	<u>45,770,014</u>	<u>45,881,402</u>	<u>(111,388)</u>
<b>INTANGIBLE ASSETS</b>			
POWER AGENCY MEMBERSHIP BUY-IN	21,546,212	21,546,212	0
LOSS OF REVENUE INTANGIBLE	7,169,412	7,169,412	0
LESS ACCUMULATED AMORTIZATION	(4,453,084)	(4,397,406)	(55,678)
<b>TOTAL INTANGIBLE ASSETS, NET</b>	<u>24,262,540</u>	<u>24,318,218</u>	<u>(55,678)</u>
<b>OTHER ASSETS AND DEFERRED OUTFLOWS</b>	<u>322,181</u>	<u>322,181</u>	<u>0</u>
<b>TOTAL ASSETS</b>	<u><u>89,839,038</u></u>	<u><u>89,484,286</u></u>	<u><u>354,752</u></u>
<b>LIABILITIES AND FUND EQUITY</b>			
<b>CURRENT LIABILITIES</b>			
ACCOUNTS PAYABLE	4,628,547	4,434,995	193,552
SALARIES AND BENEFITS PAYABLE	1,176,759	1,118,333	58,427
DUE TO CITY	785,765	946,405	(160,640)
BONDS PAYABLE-CURRENT PORTION	480,000	480,000	0
UNEARNED REVENUE	11,270	12,880	(1,610)
<b>TOTAL CURRENT LIABILITIES</b>	<u>7,082,342</u>	<u>6,992,613</u>	<u>89,728</u>
<b>LONG TERM LIABILITIES</b>			
BONDS PAYABLE, LESS CURRENT PORTION	27,185,457	27,190,446	(4,989)
PENSION LIABILITIES	1,708,036	1,708,036	0
<b>TOTAL LONG TERM LIABILITIES</b>	<u>28,893,493</u>	<u>28,898,482</u>	<u>(4,989)</u>
<b>TOTAL LIABILITIES</b>	<u>35,975,835</u>	<u>35,891,095</u>	<u>84,740</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>1,206,975</u>	<u>1,206,975</u>	<u>0</u>
<b>FUND EQUITY</b>			
CAPITAL ACCOUNT CONST COST	1,779,016	1,779,016	0
RETAINED EARNINGS	49,623,773	49,623,773	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	1,253,440	983,427	270,013
<b>TOTAL FUND EQUITY</b>	<u>52,656,228</u>	<u>52,386,216</u>	<u>270,013</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>89,839,038</u></u>	<u><u>89,484,286</u></u>	<u><u>354,752</u></u>

**ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
WATER BALANCE SHEET**

	May 31, 2025	April 30, 2025	Current Month Change from Prior Month
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
CASH	5,251,732	5,264,469	(12,737)
ACCOUNTS RECEIVABLE	5,114,041	5,096,687	17,355
INVENTORIES	48,617	51,535	(2,918)
PREPAID ITEMS	51,676	58,144	(6,468)
CONSTRUCTION IN PROGRESS	199,991	190,814	9,176
<b>TOTAL CURRENT ASSETS</b>	<u>10,666,057</u>	<u>10,661,650</u>	<u>4,408</u>
<b>RESTRICTED ASSETS</b>			
EMERGENCY RESERVE FUND	4,262,090	4,255,782	6,308
<b>TOTAL RESTRICTED ASSETS</b>	<u>4,262,090</u>	<u>4,255,782</u>	<u>6,308</u>
<b>FIXED ASSETS</b>			
PRODUCTION	17,177,471	17,177,471	0
DISTRIBUTION	30,835,173	30,835,173	0
GENERAL	1,615,537	1,614,926	611
<b>FIXED ASSETS (COST)</b>	<u>49,628,182</u>	<u>49,627,570</u>	<u>611</u>
LESS ACCUMULATED DEPRECIATION	(24,487,959)	(24,372,723)	(115,236)
<b>TOTAL FIXED ASSETS, NET</b>	<u>25,140,223</u>	<u>25,254,848</u>	<u>(114,625)</u>
<b>INTANGIBLE ASSETS</b>			
<b>OTHER ASSETS AND DEFERRED OUTFLOWS</b>	61,420	61,420	0
<b>TOTAL ASSETS</b>	<u><u>40,129,790</u></u>	<u><u>40,233,700</u></u>	<u><u>(103,910)</u></u>
<b>LIABILITIES AND FUND EQUITY</b>			
<b>CURRENT LIABILITIES</b>			
ACCOUNTS PAYABLE	270,574	330,248	(59,674)
SALARIES AND BENEFITS PAYABLE	164,430	155,860	8,570
DUE TO CITY	2,884	2,954	(70)
BONDS PAYABLE-CURRENT PORTION	65,000	65,000	0
UNEARNED REVENUE	188,234	188,234	0
<b>TOTAL CURRENT LIABILITIES</b>	<u>691,122</u>	<u>742,296</u>	<u>(51,174)</u>
<b>LONG TERM LIABILITIES</b>			
BONDS PAYABLE, LESS CURRENT PORTION	1,487,523	1,488,078	(554)
PENSION LIABILITIES	328,984	328,984	0
<b>TOTAL LONG TERM LIABILITIES</b>	<u>1,816,507</u>	<u>1,817,062</u>	<u>(554)</u>
<b>TOTAL LIABILITIES</b>	<u>2,507,630</u>	<u>2,559,358</u>	<u>(51,728)</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>4,689,086</u>	<u>4,689,086</u>	<u>0</u>
<b>FUND EQUITY</b>			
RETAINED EARNINGS	33,451,758	33,451,758	0
NET INCOME (LOSS) (THROUGH PREVIOUS MONTH)	(518,684)	(466,502)	(52,182)
<b>TOTAL FUND EQUITY</b>	<u>32,933,074</u>	<u>32,985,256</u>	<u>(52,182)</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u><u>40,129,790</u></u>	<u><u>40,233,700</u></u>	<u><u>(103,910)</u></u>

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	YTD Budget Variance	2025 YTD Bud Var%	2025 ANNUAL BUDGET	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%	Variance Item
<b>Electric Revenue</b>											
<b>Operating Revenue</b>											
Elk River	3,168,553	15,198,088	15,409,219	(211,131)	(1)	41,085,728	2,951,826	14,259,576	938,512	7	
Otsego	327,815	1,591,796	1,522,900	68,896	5	4,073,730	302,591	1,429,333	162,463	11	
Rural Big Lake	16,066	88,173	92,705	(4,532)	(5)	231,863	16,187	82,920	5,253	6	
Dayton	20,432	111,261	109,902	1,359	1	281,987	19,541	98,919	12,342	12	
Public St & Hwy Lighting	23,882	117,420	108,750	8,670	8	261,000	21,740	108,592	8,828	8	
Other Electric Sales	400	2,000	2,000	0	0	4,800	400	2,000	0	0	
<b>Total Operating Revenue</b>	<b>3,557,147</b>	<b>17,108,738</b>	<b>17,245,477</b>	<b>(136,739)</b>	<b>(1)</b>	<b>45,939,108</b>	<b>3,312,285</b>	<b>15,981,340</b>	<b>1,127,398</b>	<b>7</b>	
<b>Other Operating Revenue</b>											
Interest/Dividend Income	14,929	182,379	145,833	36,545	25	350,000	22,706	67,603	114,776	170	(1)
Customer Penalties	20,690	110,120	118,750	(8,630)	(7)	285,000	20,266	102,258	7,862	8	
Connection Fees	23,425	64,893	62,500	2,393	4	150,000	5,700	130,426	(65,533)	(50)	(2)
Misc Revenue	310,276	738,605	393,125	345,480	88	972,500	218,408	700,641	37,965	5	(3)
<b>Total Other Revenue</b>	<b>369,320</b>	<b>1,095,998</b>	<b>720,208</b>	<b>375,789</b>	<b>52</b>	<b>1,757,500</b>	<b>267,080</b>	<b>1,000,928</b>	<b>95,070</b>	<b>9</b>	
<b>Total Revenue</b>	<b>3,926,467</b>	<b>18,204,736</b>	<b>17,965,685</b>	<b>239,051</b>	<b>1</b>	<b>47,696,608</b>	<b>3,579,365</b>	<b>16,982,268</b>	<b>1,222,468</b>	<b>7</b>	
<b>Expenses</b>											
Purchased Power	2,535,439	10,988,121	11,036,189	(48,068)	(0)	30,599,628	2,312,628	10,659,877	328,245	3	
Operating & Mtce Expense	26,111	136,793	157,783	(20,991)	(13)	341,000	18,886	121,822	14,971	12	
Transmission Expense	3,046	14,125	31,667	(17,542)	(55)	76,000	4,846	25,474	(11,350)	(45)	
Distribution Expense	35,489	241,963	217,292	24,672	11	521,500	38,771	221,722	20,241	9	
Maintenance Expense	138,807	799,408	987,542	(188,134)	(19)	2,144,500	125,053	870,706	(71,298)	(8)	(4)
Depreciation & Amortization	288,506	1,438,328	1,391,480	46,848	3	3,339,552	275,722	1,375,973	62,355	5	
Interest Expense	61,983	311,189	311,189	0	0	735,069	65,175	327,110	(15,921)	(5)	
Other Operating Expense	4,320	39,994	26,417	13,577	51	482,400	5,046	28,904	11,090	38	
Customer Accounts Expense	35,056	171,514	195,833	(24,319)	(12)	470,000	36,969	169,958	1,556	1	
Administrative Expense	351,026	1,922,880	2,063,853	(140,973)	(7)	4,783,849	316,003	1,751,542	171,337	10	
General Expense	28,666	176,694	266,583	(89,889)	(34)	639,800	35,965	203,547	(26,853)	(13)	(5)
<b>Total Expenses(before Operating Transfers)</b>	<b>3,508,449</b>	<b>16,241,008</b>	<b>16,685,827</b>	<b>(444,819)</b>	<b>(3)</b>	<b>44,133,298</b>	<b>3,235,062</b>	<b>15,756,635</b>	<b>484,373</b>	<b>3</b>	
<b>Operating Transfer</b>											
Operating Transfer/Other Funds	127,490	611,620	616,369	(4,748)	(1)	1,643,429	118,775	573,889	37,732	7	
Utilities & Labor Donated	20,516	98,667	110,417	(11,750)	(11)	265,000	18,637	91,640	7,028	8	
<b>Total Operating Transfer</b>	<b>148,006</b>	<b>710,288</b>	<b>726,785</b>	<b>(16,498)</b>	<b>(2)</b>	<b>1,908,429</b>	<b>137,412</b>	<b>665,528</b>	<b>44,759</b>	<b>7</b>	
<b>Net Income Profit(Loss)</b>	<b>270,013</b>	<b>1,253,440</b>	<b>553,072</b>	<b>700,368</b>	<b>127</b>	<b>1,654,881</b>	<b>206,891</b>	<b>560,104</b>	<b>693,336</b>	<b>124</b>	

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

(1) YTD budget variance is due to a conservative budget amount. PYTD variance is mainly due to more funds being invested with UBS and change in Fair Market Value.

(2) PYTD variance due to large a large connection agreement in January 2024.

(3) YTD budget variance is mainly due to Contributions from Customers having large SOWs for additional service and/or upgrade.

(4) YTD budget variance is mainly due to less Tree Trimming expense than budgeted and Mtce of Substation Equipment, Mtce of Primary, and Mtce of Meters timing as these are an even budget spread.

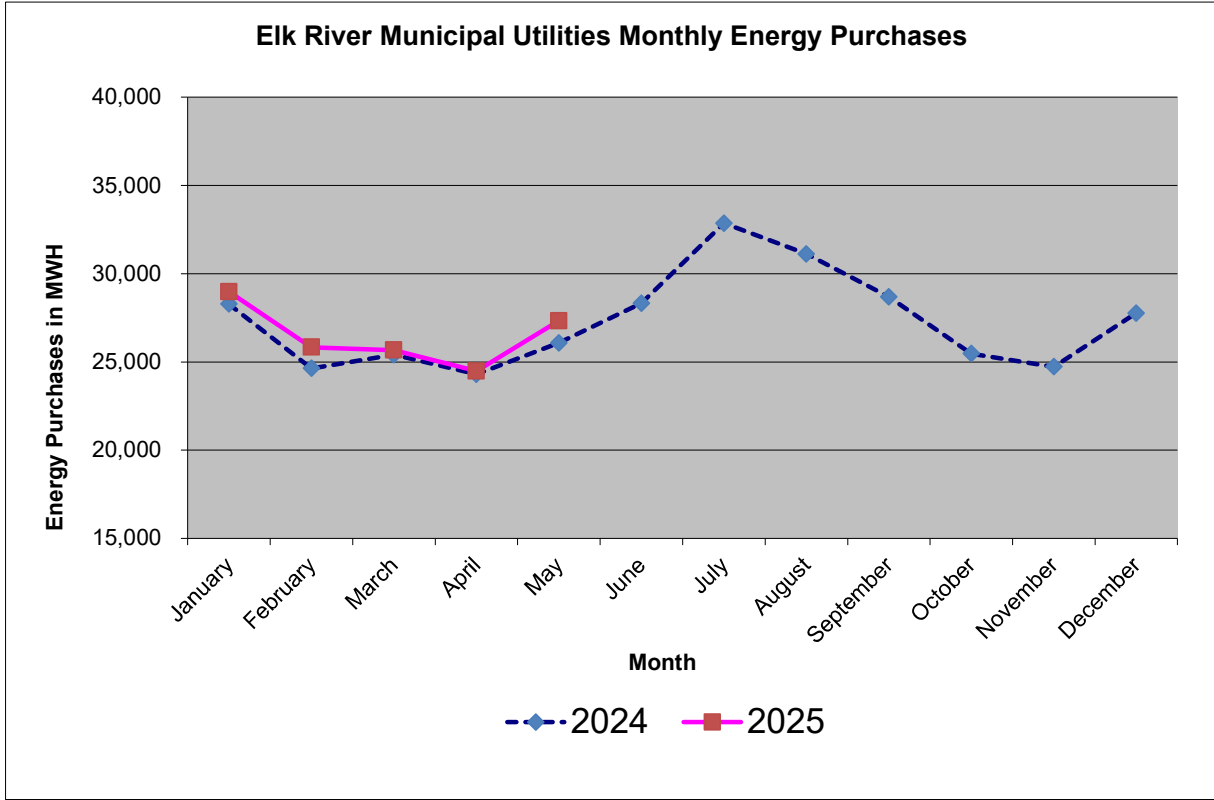
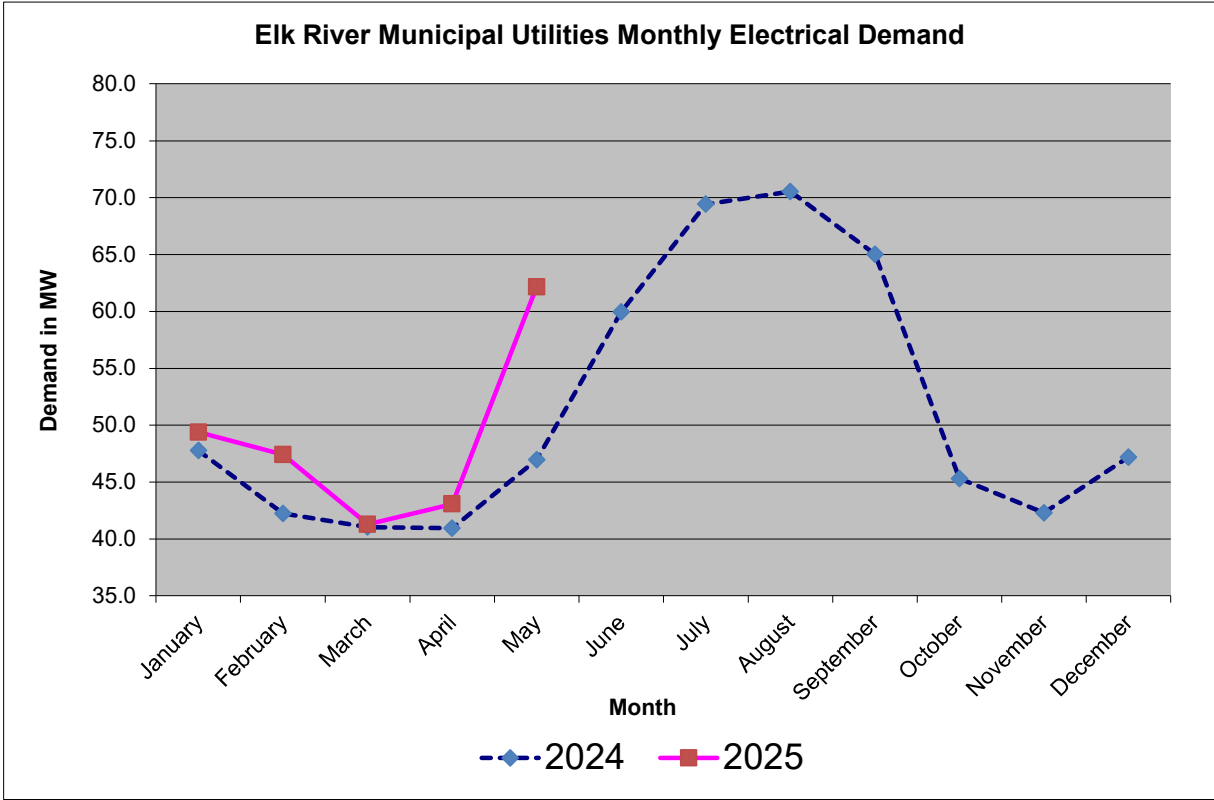
(5) YTD budget variance is mainly due to timing of commercial rebates and admin expense as these are an even budget spread.

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

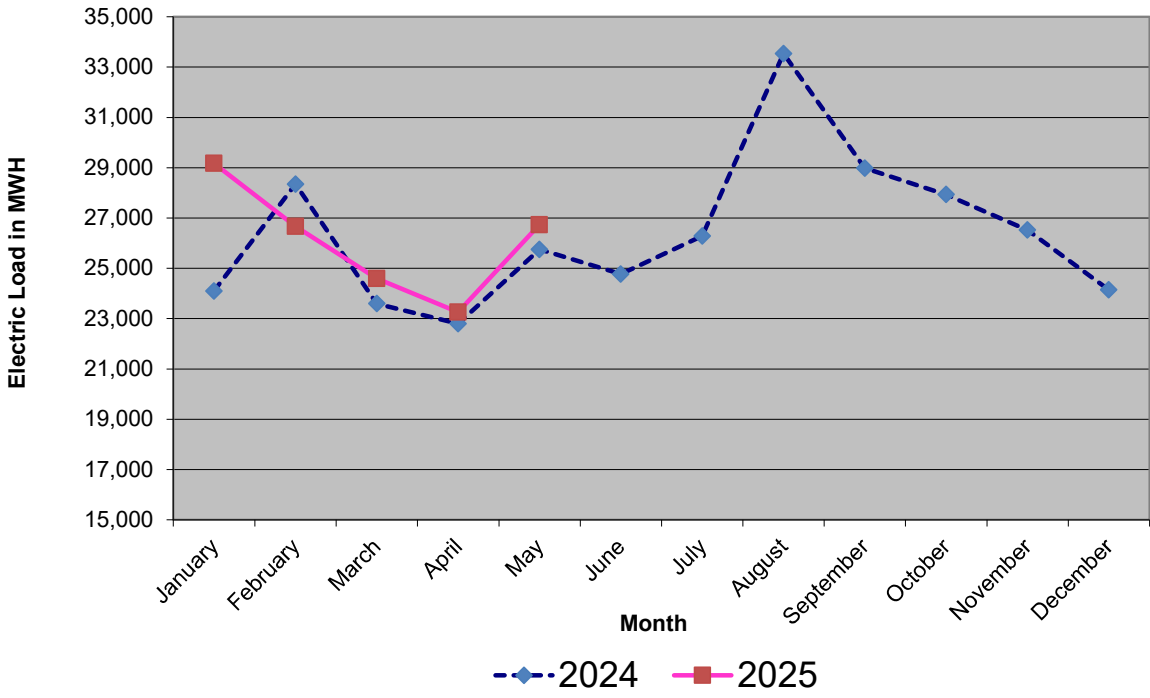
	2025 MAY	2025 YTD	2025 YTD BUDGET	YTD Budget Variance	2025 YTD Bud Var%	2025 ANNUAL BUDGET	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%	Variance Item
<b>Water Revenue</b>											
<b>Operating Revenue</b>											
Water Sales	226,387	838,635	730,131	108,504	15	3,143,314	193,866	779,491	59,144	8	
<b>Total Operating Revenue</b>	226,387	838,635	730,131	108,504	15	3,143,314	193,866	779,491	59,144	8	
<b>Other Operating Revenue</b>											
Interest/Dividend Income	4,722	50,708	62,917	(12,208)	(19)	151,000	6,875	25,922	24,787	96	(1)
Customer Penalties	1,328	11,248	11,667	(419)	(4)	28,000	2,254	8,792	2,456	28	
Connection Fees	20,712	194,780	132,708	62,072	47	318,500	11,740	186,960	7,820	4	(2)
Misc Revenue	19,773	25,075	6,500	18,575	286	426,100	975	5,721	19,354	338	(3)
<b>Total Other Revenue</b>	46,534	281,812	213,792	68,020	32	923,600	21,845	227,395	54,417	24	
<b>Total Revenue</b>	272,922	1,120,447	943,923	176,524	19	4,066,914	215,710	1,006,886	113,560	11	
<b>Expenses</b>											
Production Expense	9,546	54,806	56,250	(1,444)	(3)	135,000	14,016	56,845	(2,039)	(4)	
Pumping Expense	51,657	248,594	280,063	(31,468)	(11)	672,150	33,222	216,271	32,323	15	
Distribution Expense	44,644	223,971	206,075	17,896	9	459,660	37,450	150,966	73,005	48	(4)
Depreciation & Amortization	115,236	577,251	552,444	24,807	4	1,325,866	100,651	503,890	73,361	15	
Interest Expense	2,712	13,562	13,562	0	0	31,466	2,912	14,562	(1,000)	(7)	
Other Operating Expense	(16,220)	(15,981)	313	(16,293)	(5,206)	60,750	80	563	(16,544)	(2,939)	(5)
Customer Accounts Expense	8,562	41,428	43,854	(2,426)	(6)	105,250	8,608	37,952	3,476	9	
Administrative Expense	108,738	493,885	518,053	(24,168)	(5)	1,199,700	89,594	424,138	69,746	16	(6)
General Expense	228	1,614	5,104	(3,490)	(68)	12,250	324	1,296	317	25	
<b>Total Expenses(before Operating Transfers)</b>	325,103	1,639,130	1,675,717	(36,587)	(2)	4,002,092	286,856	1,406,485	232,646	17	
<b>Operating Transfer</b>											
Utilities & Labor Donated	0	0	833	(833)	(100)	2,000	0	0	0	0	
<b>Total Operating Transfer</b>	0	0	833	(833)	(100)	2,000	0	0	0	0	
<b>Net Income Profit(Loss)</b>	(52,182)	(518,684)	(732,628)	213,944	29	62,822	(71,145)	(399,598)	(119,085)	(30)	

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

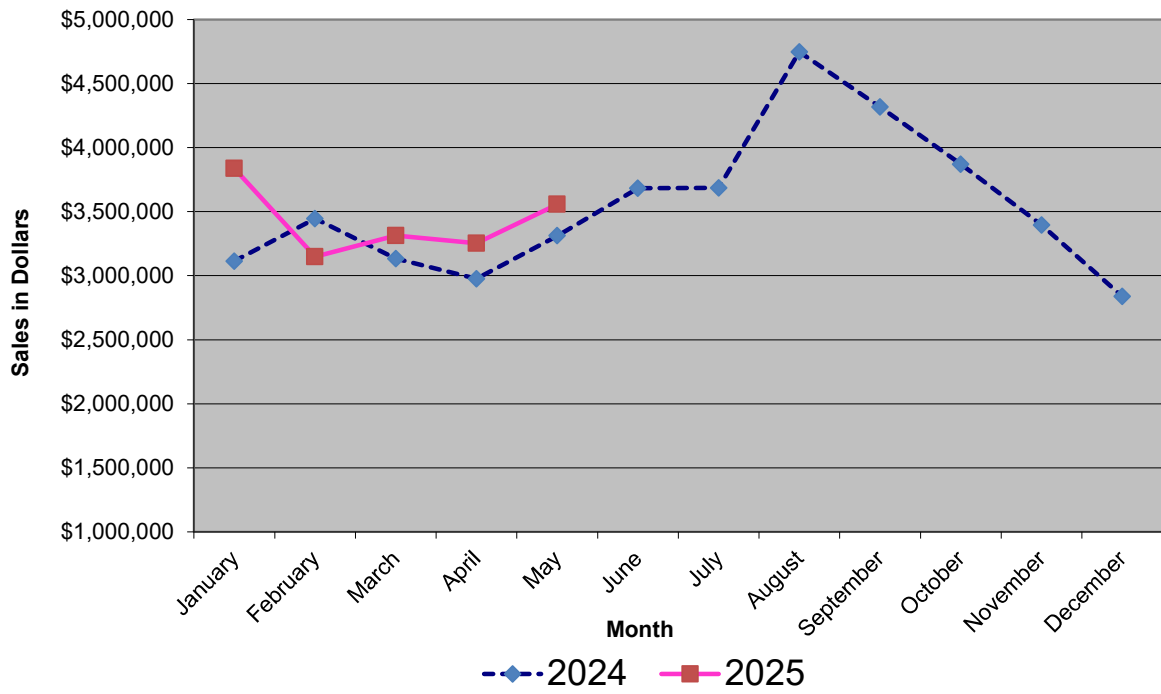
- (1) YTD budget variance is mainly due to more funds being invested with UBS and change in Fair Market Value.
- (2) YTD budget variance is due to connection fees being budgeted conservatively.
- (3) YTD budget variance and PYTD variance is due to initial 3M settlement.
- (4) PYTD variance is mainly due to two large watermain repairs in 2025 and AMI project (water meter repairs).
- (5) YTD budget variance and PYTD variance is due AMI (timing).
- (6) PYTD variance is mainly due to consulting (Cty Rd 44, Power Plant, Scada, Service Line Inventory), and Salaries (Comp Study change and COLA), Medical Insurance, and Sick Pay (change in accrual).

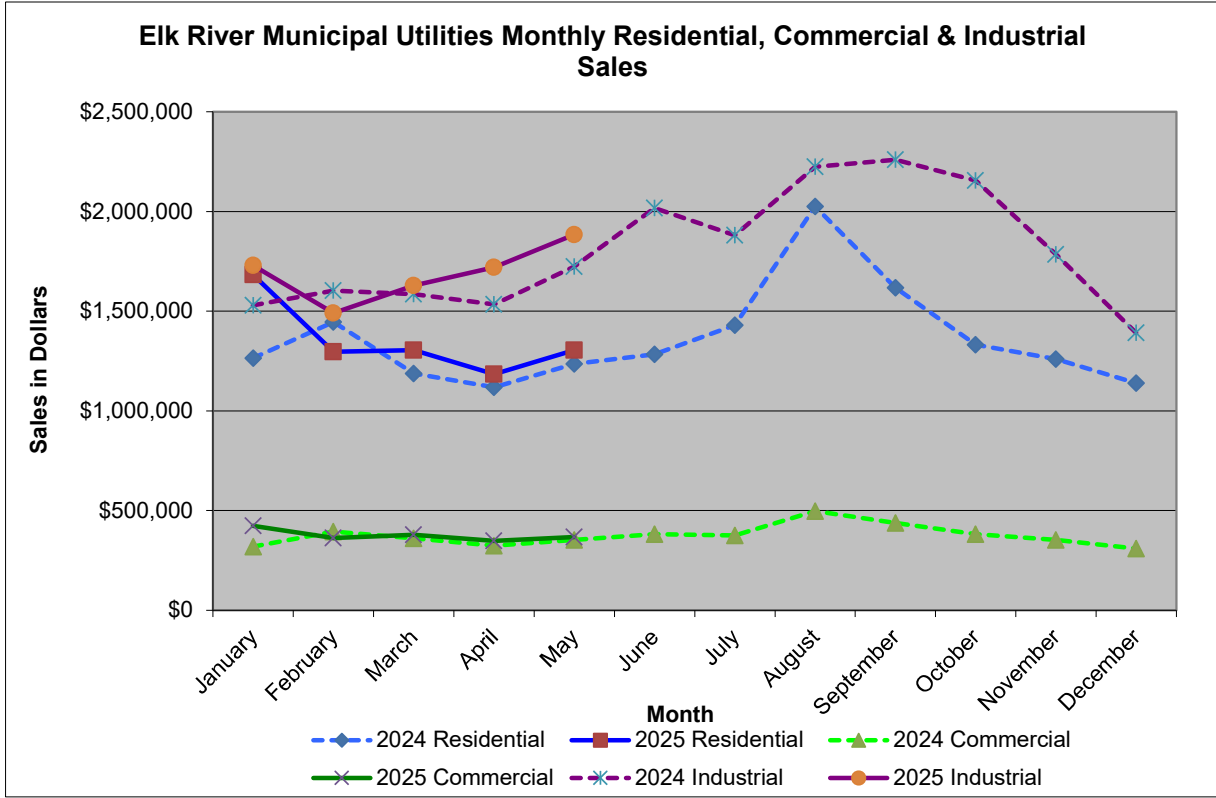
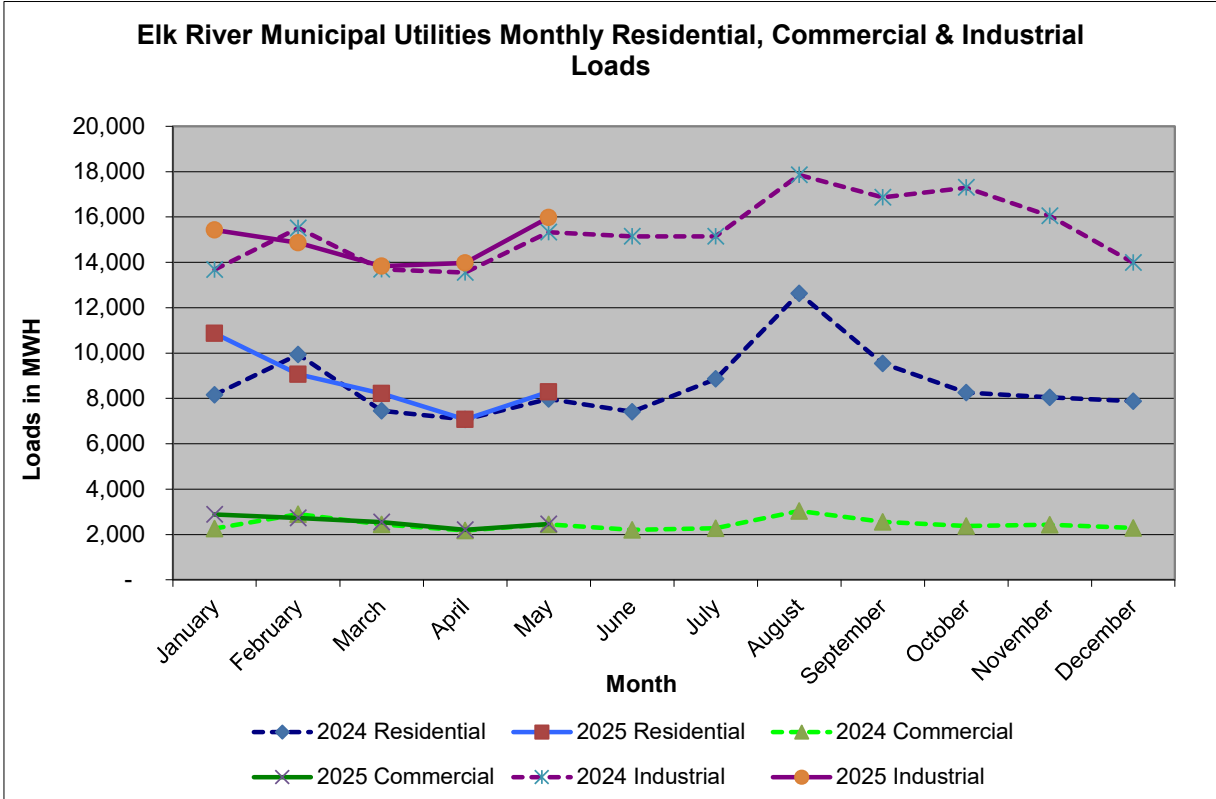


**Elk River Municipal Utilities Monthly Total Electric Load**

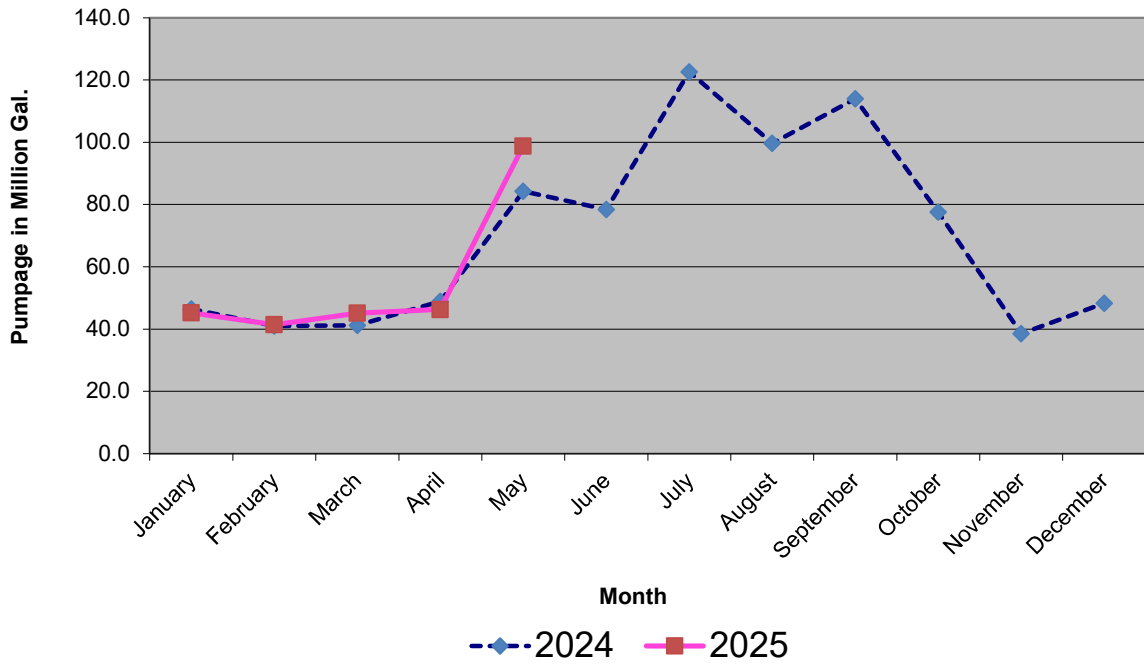


**Elk River Municipal Utilities Monthly Electric Sales**

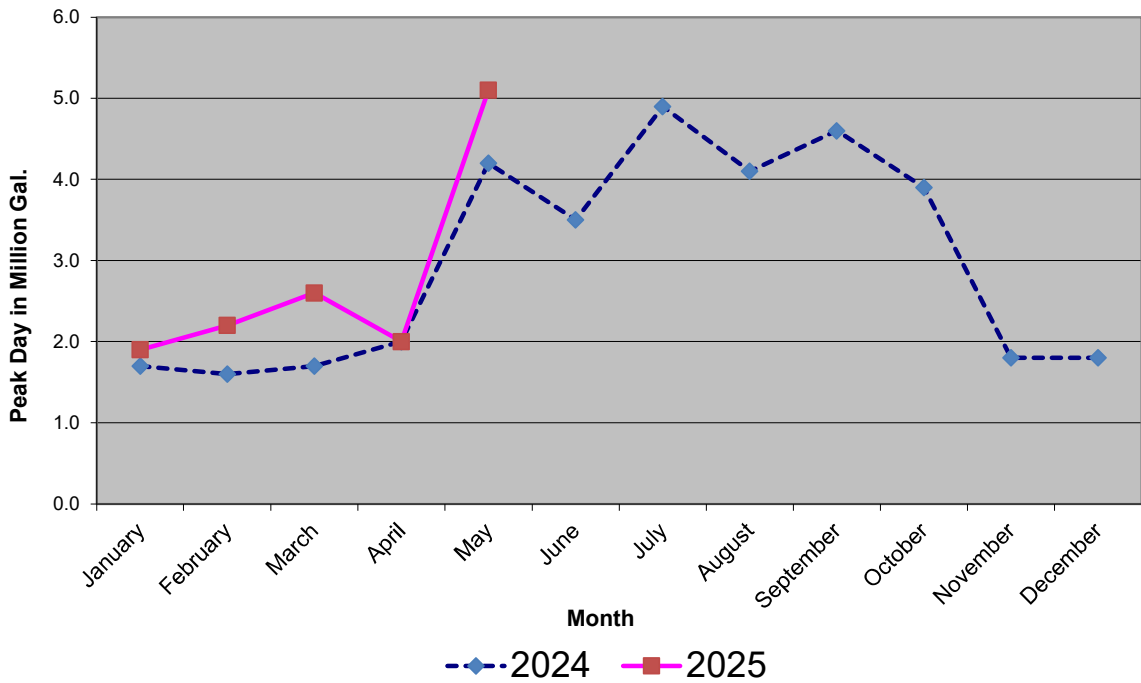




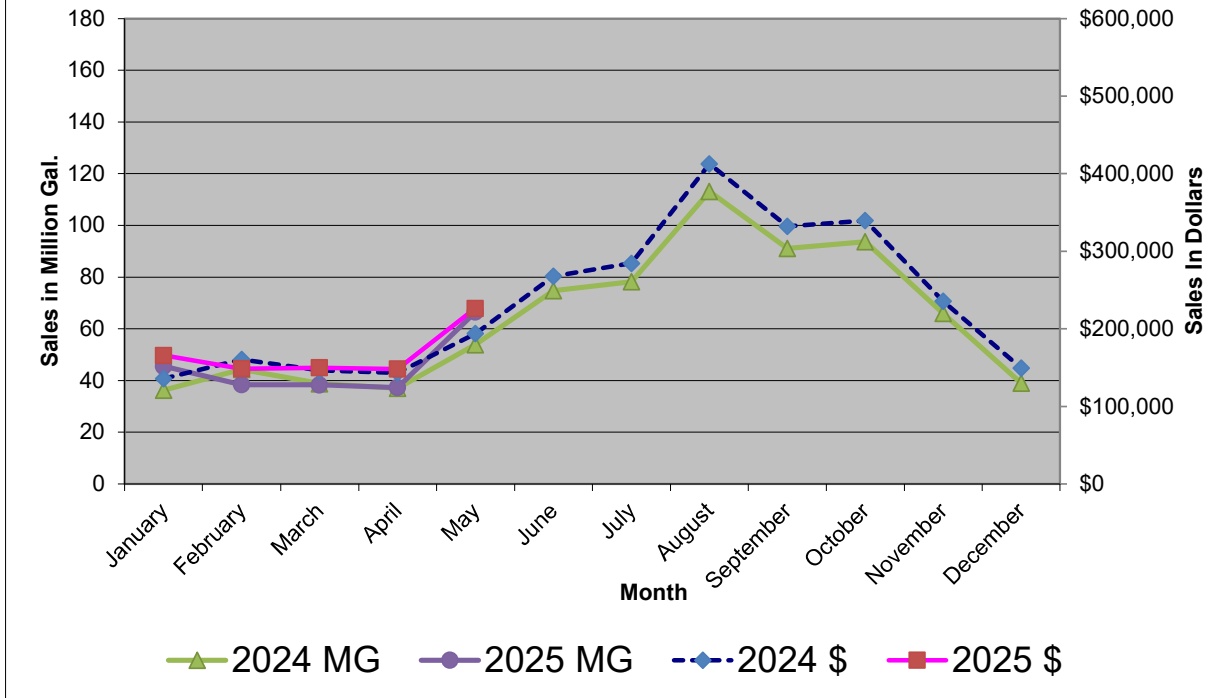
**Elk River Municipal Utilities Monthly Water Pumpage**



**Elk River Municipal Utilities Peak Day Pumpage**



### Elk River Municipal Utilities Monthly Water Sales



ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Electric Revenue</b>									
<b>Operating Revenue</b>									
Elk River									
ELECT SALES - ELK RIVER RESID	1,024,014	5,376,410	5,330,346	14,008,158	1	987,429	5,042,507	333,902	7
ELECT SALES - ELK RIVER NON-D	261,571	1,384,137	1,397,137	3,561,584	(1)	262,271	1,326,282	57,855	4
ELECT SALES - ELK RIVER DEMA	1,492,719	6,752,459	6,769,093	18,661,634	0	1,402,468	6,554,611	197,848	3
PCA SALES REVENUE - ELK RIVE	117,453	541,564	601,097	1,522,421	(10)	89,635	416,780	124,783	30
PCA SALES REVENUE - ELK RIVE	32,842	152,888	173,622	423,421	(12)	26,304	123,547	29,341	24
PCA SALES REVENUE - ELK RIVE	239,950	990,626	1,137,922	2,908,507	(13)	183,716	795,846	194,780	24
<b>Total For Elk River:</b>	<u>3,168,552</u>	<u>15,198,088</u>	<u>15,409,219</u>	<u>41,085,728</u>	<u>(1)</u>	<u>2,951,825</u>	<u>14,259,576</u>	<u>938,512</u>	<u>7</u>
Otsego									
ELECT SALES - OTSEGO RESIDEN	114,886	602,472	584,718	1,546,756	3	113,880	569,871	32,600	6
ELECT SALES - OTSEGO NON-DEM	42,398	196,726	169,660	499,327	16	37,189	170,776	25,950	15
ELECT SALES - OTSEGO DEMAND	130,158	618,487	589,999	1,587,577	5	121,091	559,854	58,633	10
PCA SALES REVENUE - OTSEGO R	12,938	60,285	67,521	168,103	(11)	10,223	46,045	14,240	31
PCA SALES REVENUE - OTSEGO N	5,595	22,918	20,101	46,753	14	3,849	15,836	7,081	45
PCA SALES REVENUE - OTSEGO D	21,838	90,905	90,897	225,212	0	16,355	66,948	23,956	36
<b>Total For Otsego:</b>	<u>327,815</u>	<u>1,591,795</u>	<u>1,522,899</u>	<u>4,073,730</u>	<u>5</u>	<u>302,591</u>	<u>1,429,333</u>	<u>162,462</u>	<u>11</u>
Rural Big Lake									
ELECT SALES - BIG LAKE RESIDE	14,154	79,119	81,834	199,359	(3)	14,631	75,744	3,374	4
ELECT SALES - BIG LAKE NON-DE	257	930	979	4,810	(5)	195	866	63	7
PCA SALES REVENUE - BIG LAKE	1,630	8,062	8,391	21,666	(4)	1,348	6,267	1,795	29
PCA SALES REVENUE - BIG LAKE	23	61	1,500	6,026	(96)	11	41	19	45
<b>Total For Rural Big Lake:</b>	<u>16,065</u>	<u>88,173</u>	<u>92,705</u>	<u>231,863</u>	<u>(5)</u>	<u>16,187</u>	<u>82,919</u>	<u>5,253</u>	<u>6</u>
Dayton									
ELECT SALES - DAYTON RESIDEN	15,148	85,173	82,613	212,063	3	14,969	76,643	8,530	11
ELECT SALES - DAYTON NON-DE	3,211	15,979	16,018	40,465	0	2,962	14,910	1,069	7
PCA SALES REVENUE - DAYTON R	1,698	8,453	8,770	23,047	(4)	1,341	6,145	2,308	38
PCA SALES REVENUE - DAYTON	373	1,654	2,500	6,410	(34)	268	1,220	434	36
<b>Total For Dayton:</b>	<u>20,431</u>	<u>111,261</u>	<u>109,902</u>	<u>281,986</u>	<u>1</u>	<u>19,541</u>	<u>98,919</u>	<u>12,342</u>	<u>12</u>
Public St & Hwy Lighting									
ELECT SALES - SEC LTS	23,882	117,419	108,750	261,000	8	21,739	108,591	8,827	8
<b>Total For Public St &amp; Hwy Lighting:</b>	<u>23,882</u>	<u>117,419</u>	<u>108,750</u>	<u>261,000</u>	<u>8</u>	<u>21,739</u>	<u>108,591</u>	<u>8,827</u>	<u>8</u>
Other Electric Sales									
SUB-STATION CREDIT	400	2,000	2,000	4,800	0	400	2,000	0	0

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Electric</b>									
<b>Total For Other Electric Sales:</b>	400	2,000	2,000	4,800	0	400	2,000	0	0
<b>Total Operating Revenue</b>	<u>3,557,147</u>	<u>17,108,738</u>	<u>17,245,476</u>	<u>45,939,108</u>	<u>(1)</u>	<u>3,312,285</u>	<u>15,981,340</u>	<u>1,127,398</u>	<u>7</u>
<b>Other Operating Revenue</b>									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	14,928	182,378	145,833	350,000	25	22,705	67,602	114,776	170
<b>Total For Interest/Dividend Income:</b>	14,928	182,378	145,833	350,000	25	22,705	67,602	114,776	170
Customer Penalties									
CUSTOMER DELINQUENT PENALT	20,690	110,120	118,750	285,000	(7)	20,266	102,258	7,862	8
<b>Total For Customer Penalties:</b>	20,690	110,120	118,750	285,000	(7)	20,266	102,258	7,862	8
Connection Fees									
DISCONNECT & RECONNECT CHA	23,425	64,893	62,500	150,000	4	5,700	130,426	(65,533)	(50)
<b>Total For Connection Fees:</b>	23,425	64,893	62,500	150,000	4	5,700	130,426	(65,533)	(50)
Misc Revenue									
MISC ELEC REVENUE - TEMP CHG	0	2,640	1,041	2,500	153	0	880	1,760	200
STREET LIGHT	0	0	2,500	10,000	(100)	0	12,600	(12,600)	(100)
TRANSMISSION INVESTMENTS	57,799	258,642	250,000	600,000	3	45,144	232,637	26,005	11
MISC NON-UTILITY	7,796	40,958	45,833	110,000	(11)	7,644	44,540	(3,581)	(8)
GAIN ON DISPOSITION OF PROPER	0	22,755	0	25,000	0	0	0	22,755	0
CONTRIBUTIONS FROM CUSTOME	244,679	413,608	93,750	225,000	341	165,618	409,983	3,625	1
<b>Total For Misc Revenue:</b>	310,275	738,605	393,125	972,500	88	218,408	700,640	37,964	5
<b>Total Other Revenue</b>	<u>369,319</u>	<u>1,095,997</u>	<u>720,208</u>	<u>1,757,500</u>	<u>52</u>	<u>267,080</u>	<u>1,000,927</u>	<u>95,069</u>	<u>9</u>
<b>Total For Total Other Revenue:</b>	369,319	1,095,997	720,208	1,757,500	52	267,080	1,000,927	95,069	9
<b>Total Revenue</b>	<u>3,926,467</u>	<u>18,204,735</u>	<u>17,965,685</u>	<u>47,696,608</u>	<u>1</u>	<u>3,579,365</u>	<u>16,982,267</u>	<u>1,222,468</u>	<u>7</u>
<b>Expenses</b>									
Purchased Power									
PURCHASED POWER	1,806,519	8,192,798	8,155,811	23,315,290	0	1,611,302	7,810,413	382,384	5
ENERGY ADJUSTMENT CLAUSE	728,919	2,795,322	2,880,377	7,284,337	(3)	701,324	2,849,462	(54,139)	(2)
<b>Total For Purchased Power:</b>	2,535,438	10,988,121	11,036,189	30,599,628	0	2,312,627	10,659,876	328,244	3
Operating & Mtce Expense									
OPERATING SUPERVISION	13,611	66,711	62,500	150,000	7	11,289	57,823	8,887	15
DIESEL OIL FUEL	0	0	0	0	0	159	159	(159)	(100)
NATURAL GAS	516	15,300	18,700	30,000	(18)	388	11,417	3,882	34

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Electric</b>									
ELECTRIC & WATER CONSUMPTI	4,116	26,717	27,500	65,000	(3)	3,911	24,145	2,571	11
PLANT SUPPLIES & OTHER EXPEN	760	3,880	6,250	15,000	(38)	216	5,111	(1,230)	(24)
MISC POWER GENERATION EXPE	0	696	416	1,000	67	0	485	211	44
MAINTENANCE OF STRUCTURE -	620	6,482	8,333	20,000	(22)	1,330	4,677	1,804	39
MTCE OF PLANT ENGINES/GENER	0	678	2,083	5,000	(67)	1,215	3,334	(2,656)	(80)
MTCE OF PLANT/LAND IMPROVE	6,485	16,326	32,000	55,000	(49)	373	14,667	1,658	11
<b>Total For Operating &amp; Mtce Expense:</b>	<b>26,111</b>	<b>136,792</b>	<b>157,783</b>	<b>341,000</b>	<b>(13)</b>	<b>18,885</b>	<b>121,822</b>	<b>14,970</b>	<b>12</b>
Transmission Expense									
TRANSMISSION MTCE AND EXPE	3,046	14,124	31,666	76,000	(55)	4,845	25,474	(11,349)	(45)
<b>Total For Transmission Expense:</b>	<b>3,046</b>	<b>14,124</b>	<b>31,666</b>	<b>76,000</b>	<b>(55)</b>	<b>4,845</b>	<b>25,474</b>	<b>(11,349)</b>	<b>(45)</b>
Distribution Expense									
REMOVE EXISTING SERVICE & M	0	492	833	2,000	(41)	0	0	492	0
SCADA EXPENSE	3,160	22,283	25,000	60,000	(11)	2,863	16,454	5,828	35
TRANSFORMER EXPENSE OH & U	1,230	6,039	10,416	25,000	(42)	1,083	6,869	(829)	(12)
MTCE OF SIGNAL SYSTEMS	363	704	1,250	3,000	(44)	333	682	21	3
METER EXPENSE - REMOVE & RE	0	726	625	1,500	16	0	241	485	202
TEMP SERVICE - INSTALL & REM	105	1,801	4,166	10,000	(57)	0	222	1,579	712
MISC DISTRIBUTION EXPENSE	30,628	209,916	175,000	420,000	20	34,491	197,252	12,663	6
<b>Total For Distribution Expense:</b>	<b>35,488</b>	<b>241,963</b>	<b>217,291</b>	<b>521,500</b>	<b>11</b>	<b>38,771</b>	<b>221,721</b>	<b>20,241</b>	<b>9</b>
Maintenance Expense									
MTCE OF STRUCTURES	8,201	43,195	38,333	92,000	13	8,470	36,706	6,489	18
MTCE OF SUBSTATIONS	153	1,558	18,750	45,000	(92)	69	6,471	(4,913)	(76)
MTCE OF SUBSTATION EQUIPME	4,067	21,395	62,500	150,000	(66)	9,515	62,477	(41,082)	(66)
MTCE OF OH LINES/TREE TRIM	3,265	155,521	219,000	300,000	(29)	311	205,641	(50,119)	(24)
MTCE OF OH LINES/STANDBY	3,701	18,064	20,833	50,000	(13)	3,111	17,428	636	4
MTCE OF OH PRIMARY	17,074	33,605	79,166	190,000	(58)	17,028	62,740	(29,135)	(46)
MTCE OF URD PRIMARY	25,256	156,283	125,000	300,000	25	24,002	89,265	67,018	75
LOCATE ELECTRIC LINES	10,568	37,601	52,083	125,000	(28)	11,421	37,020	581	2
LOCATE FIBER LINES	361	1,141	1,041	2,500	10	52	526	615	117
MTCE OF LINE TRANSFORMERS	8,059	27,974	31,250	75,000	(10)	2,283	13,620	14,353	105
MTCE OF STREET LIGHTING	5,030	21,884	28,750	69,000	(24)	3,930	24,995	(3,111)	(12)
MTCE OF SECURITY LIGHTING	2,095	9,290	10,416	25,000	(11)	1,388	8,711	578	7
MTCE OF METERS	2,255	6,777	33,333	80,000	(80)	6,941	33,569	(26,792)	(80)
VOLTAGE COMPLAINTS	0	2,550	5,000	12,000	(49)	289	2,137	413	19
SALARIES TRANSMISSION & DIST	3,075	14,869	15,000	36,000	(1)	2,761	12,908	1,960	15

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Electric</b>									
ELECTRIC MAPPING	11,115	67,177	64,583	155,000	4	6,019	88,773	(21,596)	(24)
FIBER MAPPING	0	0	6,250	15,000	(100)	0	0	0	0
MTCE OF OH SECONDARY	2,489	12,232	9,583	23,000	28	2,560	7,305	4,926	67
MTCE OF URD SECONDARY	9,221	30,894	31,250	75,000	(1)	4,874	19,669	11,224	57
TRANSPORTATION EXPENSE	22,814	137,387	135,416	325,000	1	20,020	140,734	(3,346)	(2)
<b>Total For Maintenance Expense:</b>	<b>138,807</b>	<b>799,407</b>	<b>987,541</b>	<b>2,144,500</b>	<b>(19)</b>	<b>125,052</b>	<b>870,706</b>	<b>(71,298)</b>	<b>(8)</b>
<b>Depreciation &amp; Amortization</b>									
DEPRECIATION	232,827	1,159,938	1,113,089	2,671,415	4	220,043	1,097,583	62,354	6
AMORTIZATION	55,677	278,389	278,390	668,136	0	55,677	278,389	0	0
<b>Total For Depreciation &amp; Amortization:</b>	<b>288,505</b>	<b>1,438,327</b>	<b>1,391,479</b>	<b>3,339,551</b>	<b>3</b>	<b>275,721</b>	<b>1,375,973</b>	<b>62,354</b>	<b>5</b>
<b>Interest Expense</b>									
INTEREST EXPENSE - BONDS	66,971	336,131	336,131	794,932	0	70,163	352,052	(15,920)	(5)
AMORTIZATION OF DEBT DISCOU	(4,988)	(24,942)	(24,942)	(59,863)	0	(4,988)	(24,942)	0	0
<b>Total For Interest Expense:</b>	<b>61,982</b>	<b>311,189</b>	<b>311,189</b>	<b>735,069</b>	<b>0</b>	<b>65,174</b>	<b>327,110</b>	<b>(15,920)</b>	<b>(5)</b>
<b>Other Operating Expense</b>									
EV CHARGING EXPENSE	189	948	583	1,400	63	230	1,105	(157)	(14)
LOSS ON DISPOSITION OF PROP (C	0	18,258	0	160,000	0	0	4,105	14,152	345
OTHER DONATIONS	0	217	833	2,000	(74)	0	0	217	0
PENSION EXPENSE	0	0	0	259,000	0	0	0	0	0
INTEREST EXPENSE - METER DEP	4,131	20,570	25,000	60,000	(18)	4,815	23,693	(3,122)	(13)
<b>Total For Other Operating Expense:</b>	<b>4,320</b>	<b>39,994</b>	<b>26,416</b>	<b>482,400</b>	<b>51</b>	<b>5,046</b>	<b>28,904</b>	<b>11,089</b>	<b>38</b>
<b>Customer Accounts Expense</b>									
METER READING EXPENSE	2,774	14,810	14,583	35,000	2	3,900	16,250	(1,440)	(9)
DISCONNECT/RECONNECT EXPEN	94	160	4,166	10,000	(96)	2,203	5,126	(4,965)	(97)
MISC CUSTOMER ACCOUNTS EXP	31,227	151,944	166,666	400,000	(9)	30,712	142,264	9,679	7
BAD DEBT EXPENSE & RECOVER	959	4,598	10,416	25,000	(56)	152	6,315	(1,717)	(27)
<b>Total For Customer Accounts Expense:</b>	<b>35,055</b>	<b>171,513</b>	<b>195,833</b>	<b>470,000</b>	<b>(12)</b>	<b>36,968</b>	<b>169,957</b>	<b>1,556</b>	<b>1</b>
<b>Administrative Expense</b>									
SALARIES OFFICE & COMMISSION	82,382	406,222	452,083	1,085,000	(10)	77,450	375,136	31,085	8
TEMPORARY STAFFING	0	0	1,666	4,000	(100)	0	0	0	0
OFFICE SUPPLIES	9,634	34,346	56,250	135,000	(39)	5,629	34,355	(8)	0
ELECTRIC & WATER CONSUMPTI	2,033	9,473	13,333	32,000	(29)	2,278	10,580	(1,106)	(10)
BANK FEES	210	1,143	1,250	3,000	(9)	225	1,089	54	5
LEGAL FEES	1,731	6,395	12,500	30,000	(49)	979	4,836	1,559	32
AUDITING FEES	1,720	8,600	8,600	20,640	0	1,640	7,400	1,200	16

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Electric</b>									
INSURANCE	14,853	74,306	81,250	195,000	(9)	15,414	77,390	(3,083)	(4)
UTILITY SHARE - DEFERRED COM	10,349	72,412	53,541	128,500	35	9,289	69,439	2,973	4
UTILITY SHARE - MEDICAL/DENT	65,888	446,168	460,389	942,322	(3)	59,900	426,127	20,041	5
UTILITY SHARE - PERA	27,201	141,276	133,958	321,500	5	32,185	130,707	10,569	8
UTILITY SHARE - FICA	27,221	137,448	131,458	315,500	5	32,076	126,849	10,598	8
EMPLOYEE SICK PAY	14,755	111,130	85,000	204,000	31	9,681	50,676	60,454	119
EMPLOYEE HOLIDAY PAY	15,842	63,272	64,700	194,100	(2)	14,362	60,225	3,046	5
EMPLOYEE VACATION & PTO PA	24,000	162,545	154,454	325,000	5	21,206	146,870	15,674	11
UPMIC DISTRIBUTION	0	18,105	21,500	86,000	(16)	(2,883)	27,085	(8,979)	(33)
LONGEVITY PAY	3,000	8,245	8,246	9,945	0	1,680	1,680	6,565	391
CONSULTING FEES	15,304	49,788	99,583	239,000	(50)	2,386	27,954	21,833	78
TELEPHONE	2,836	14,219	15,833	38,000	(10)	2,920	14,588	(369)	(3)
ADVERTISING	1,265	5,755	8,333	20,000	(31)	1,617	6,131	(376)	(6)
DUES & SUBSCRIPTIONS - FEES	12,228	63,422	63,337	152,009	0	10,537	52,493	10,928	21
SCHOOLS & MEETINGS	17,701	84,275	132,000	292,333	(36)	16,578	95,699	(11,423)	(12)
MTCE OF GENERAL PLANT & OFFI	865	4,325	4,583	11,000	(6)	845	4,225	100	2
<b>Total For Administrative Expense:</b>	<b>351,025</b>	<b>1,922,879</b>	<b>2,063,852</b>	<b>4,783,849</b>	<b>(7)</b>	<b>316,002</b>	<b>1,751,542</b>	<b>171,337</b>	<b>10</b>
<b>General Expense</b>									
CIP REBATES - RESIDENTIAL	3,202	32,116	37,815	90,758	(15)	10,040	34,084	(1,967)	(6)
CIP REBATES - COMMERCIAL	991	8,735	46,666	112,000	(81)	0	21,227	(12,491)	(59)
CIP - ADMINISTRATION	10,735	55,889	76,235	182,965	(27)	10,022	59,352	(3,463)	(6)
CIP - MARKETING	987	18,093	21,347	51,235	(15)	1,699	24,762	(6,669)	(27)
CIP - LABOR	8,938	44,772	55,759	133,822	(20)	8,209	43,481	1,290	3
CIP REBATES - LOW INCOME	0	0	7,800	18,720	(100)	0	1,602	(1,602)	(100)
CIP - LOW INCOME LABOR	800	4,315	4,166	10,000	4	787	3,983	331	8
ENVIRONMENTAL COMPLIANCE	2,679	12,502	14,583	35,000	(14)	2,617	12,864	(362)	(3)
MISC GENERAL EXPENSE	329	268	2,208	5,300	(88)	2,588	2,186	(1,918)	(88)
<b>Total For General Expense:</b>	<b>28,666</b>	<b>176,694</b>	<b>266,583</b>	<b>639,800</b>	<b>(34)</b>	<b>35,964</b>	<b>203,547</b>	<b>(26,852)</b>	<b>(13)</b>
<b>Total Expenses(before Operating Transfers)</b>	<b>3,508,448</b>	<b>16,241,008</b>	<b>16,685,827</b>	<b>44,133,298</b>	<b>(3)</b>	<b>3,235,062</b>	<b>15,756,635</b>	<b>484,373</b>	<b>3</b>
<b>Operating Transfer</b>									
Operating Transfer/Other Funds									
TRANSFER TO CITY ELK RIVER R	127,490	611,620	616,368	1,643,429	(1)	118,774	573,888	37,731	7
<b>Total For Operating Transfer/Other Funds:</b>	<b>127,490</b>	<b>611,620</b>	<b>616,368</b>	<b>1,643,429</b>	<b>(1)</b>	<b>118,774</b>	<b>573,888</b>	<b>37,731</b>	<b>7</b>

Utilities & Labor Donated

ELK RIVER MUNICIPAL UTILITIES  
 ELK RIVER, MINNESOTA  
 STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
 FOR PERIOD ENDING MAY 2025

Electric	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
UTILITIES & LABOR DONATED TO	20,515	98,667	110,416	265,000	(11)	18,636	91,639	7,027	8
<b>Total For Utilities &amp; Labor Donated:</b>	20,515	98,667	110,416	265,000	(11)	18,636	91,639	7,027	8
Total Operating Transfer									
<b>Total For Total Operating Transfer:</b>	148,005	710,287	726,785	1,908,429	(2)	137,411	665,528	44,759	7
<b>Net Income Profit(Loss)</b>	270,012	1,253,439	553,072	1,654,880	127	206,890	560,104	693,335	124

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Water Revenue</b>									
<b>Operating Revenue</b>									
Water Sales									
WATER SALES RESIDENTIAL	142,460	514,933	450,973	1,768,457	14	114,421	475,575	39,357	8
WATER SALES COMMERCIAL	72,464	305,035	265,201	1,024,735	15	69,683	286,068	18,966	7
WATER SALES IRRIGATION	11,462	18,666	13,956	350,120	34	9,759	17,846	819	5
<b>Total For Water Sales:</b>	<u>226,387</u>	<u>838,635</u>	<u>730,131</u>	<u>3,143,313</u>	<u>15</u>	<u>193,865</u>	<u>779,491</u>	<u>59,143</u>	<u>8</u>
<b>Total Operating Revenue</b>	<u>226,387</u>	<u>838,635</u>	<u>730,131</u>	<u>3,143,313</u>	<u>15</u>	<u>193,865</u>	<u>779,491</u>	<u>59,143</u>	<u>8</u>
<b>Total For Total Operating Revenue:</b>	<u>226,387</u>	<u>838,635</u>	<u>730,131</u>	<u>3,143,313</u>	<u>15</u>	<u>193,865</u>	<u>779,491</u>	<u>59,143</u>	<u>8</u>
<b>Other Operating Revenue</b>									
Interest/Dividend Income									
INTEREST & DIVIDEND INCOME	4,721	50,708	62,500	150,000	(19)	6,875	25,921	24,786	96
OTHER INTEREST/MISC REVENUE	0	0	416	1,000	(100)	0	0	0	0
<b>Total For Interest/Dividend Income:</b>	<u>4,721</u>	<u>50,708</u>	<u>62,916</u>	<u>151,000</u>	<u>(19)</u>	<u>6,875</u>	<u>25,921</u>	<u>24,786</u>	<u>96</u>
Customer Penalties									
CUSTOMER PENALTIES	1,327	11,248	11,666	28,000	(4)	2,254	8,792	2,455	28
<b>Total For Customer Penalties:</b>	<u>1,327</u>	<u>11,248</u>	<u>11,666</u>	<u>28,000</u>	<u>(4)</u>	<u>2,254</u>	<u>8,792</u>	<u>2,455</u>	<u>28</u>
Connection Fees									
WATER/ACCESS/CONNECTION FE	18,000	166,254	106,250	255,000	56	10,800	165,830	423	0
CUSTOMER CONNECTION FEES	2,712	20,584	13,541	32,500	52	855	10,193	10,391	102
BULK WATER SALES/HYDRANT R	0	7,941	12,916	31,000	(39)	84	10,936	(2,994)	(27)
<b>Total For Connection Fees:</b>	<u>20,712</u>	<u>194,780</u>	<u>132,708</u>	<u>318,500</u>	<u>47</u>	<u>11,740</u>	<u>186,960</u>	<u>7,820</u>	<u>4</u>
Misc Revenue									
MISC NON-UTILITY	0	310	41	100	640	0	20	290	1,455
GAIN ON DISPOSITION OF PROPER	0	0	0	8,000	0	0	0	0	0
MISCELLANEOUS REVENUE	18,797	19,889	208	500	9,462	0	0	19,889	0
HYDRANT MAINTENANCE PROGR	975	4,875	6,250	15,000	(22)	975	5,700	(825)	(14)
WATER TOWER LEASE	0	0	0	327,500	0	0	0	0	0
LEASE INTEREST REVENUE	0	0	0	75,000	0	0	0	0	0
<b>Total For Misc Revenue:</b>	<u>19,772</u>	<u>25,074</u>	<u>6,500</u>	<u>426,100</u>	<u>286</u>	<u>975</u>	<u>5,720</u>	<u>19,354</u>	<u>338</u>
<b>Total Other Revenue</b>	<u>46,534</u>	<u>281,811</u>	<u>213,791</u>	<u>923,600</u>	<u>32</u>	<u>21,844</u>	<u>227,394</u>	<u>54,416</u>	<u>24</u>
<b>Total For Total Other Revenue:</b>	<u>46,534</u>	<u>281,811</u>	<u>213,791</u>	<u>923,600</u>	<u>32</u>	<u>21,844</u>	<u>227,394</u>	<u>54,416</u>	<u>24</u>

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Water</b>									
<b>Total Revenue</b>	<u>272,921</u>	<u>1,120,446</u>	<u>943,922</u>	<u>4,066,913</u>	<u>19</u>	<u>215,710</u>	<u>1,006,886</u>	<u>113,560</u>	<u>11</u>
<b>Expenses</b>									
Production Expense									
MTCE OF STRUCTURES	9,545	54,805	56,250	135,000	(3)	14,015	56,844	(2,039)	(4)
<b>Total For Production Expense:</b>	<u>9,545</u>	<u>54,805</u>	<u>56,250</u>	<u>135,000</u>	<u>(3)</u>	<u>14,015</u>	<u>56,844</u>	<u>(2,039)</u>	<u>(4)</u>
Pumping Expense									
SUPERVISION	6,774	33,076	31,666	76,000	4	5,968	28,982	4,093	14
ELECTRIC & GAS UTILITIES	27,524	111,429	129,166	310,000	(14)	22,843	97,285	14,143	15
SAMPLING	2,094	9,631	10,062	24,150	(4)	1,279	7,068	2,563	36
CHEMICAL FEED	6,151	17,276	20,833	50,000	(17)	3,924	13,096	4,180	32
MTCE OF WELLS	8,416	71,306	83,333	200,000	(14)	11,369	65,859	5,446	8
SCADA - PUMPING	695	5,873	5,000	12,000	17	(12,162)	3,978	1,895	48
<b>Total For Pumping Expense:</b>	<u>51,657</u>	<u>248,594</u>	<u>280,062</u>	<u>672,150</u>	<u>(11)</u>	<u>33,222</u>	<u>216,271</u>	<u>32,323</u>	<u>15</u>
Distribution Expense									
MTCE OF WATER MAINS	16,142	81,079	72,916	175,000	11	16,885	33,281	47,797	144
LOCATE WATER LINES	9,365	14,213	8,333	20,000	71	1,260	5,493	8,719	159
MTCE OF WATER SERVICES	0	0	208	500	(100)	0	0	0	0
WATER METER SERVICE	8,390	37,725	29,166	70,000	29	4,341	18,912	18,813	99
BACKFLOW DEVICE INSPECTION	1,614	6,741	8,450	23,160	(20)	1,372	6,895	(153)	(2)
MTCE OF CUSTOMERS SERVICE	2,976	14,271	14,583	35,000	(2)	2,574	13,422	849	6
WATER MAPPING	1,085	15,539	7,083	17,000	119	1,891	11,026	4,513	41
FIBER MAPPING	0	0	6,250	15,000	(100)	0	0	0	0
MTCE OF WATER HYDRANTS - PU	639	8,494	9,166	22,000	(7)	2,257	14,699	(6,205)	(42)
MTCE OF WATER HYDRANTS - PR	0	0	2,500	6,000	(100)	888	1,552	(1,552)	(100)
WATER CLOTHING/PPE	2,501	9,785	6,250	15,000	57	4,274	8,640	1,145	13
WAGES WATER	741	3,700	4,166	10,000	(11)	555	3,274	426	13
TRANSPORTATION EXPENSE	1,187	12,035	10,000	24,000	20	1,146	7,510	4,524	60
WATER PERMIT	0	20,382	27,000	27,000	(25)	0	26,255	(5,873)	(22)
<b>Total For Distribution Expense:</b>	<u>44,643</u>	<u>223,971</u>	<u>206,075</u>	<u>459,660</u>	<u>9</u>	<u>37,449</u>	<u>150,966</u>	<u>73,004</u>	<u>48</u>
Depreciation & Amortization									
DEPRECIATION	115,236	577,251	552,444	1,325,865	4	100,650	503,890	73,360	15
<b>Total For Depreciation &amp; Amortization:</b>	<u>115,236</u>	<u>577,251</u>	<u>552,444</u>	<u>1,325,865</u>	<u>4</u>	<u>100,650</u>	<u>503,890</u>	<u>73,360</u>	<u>15</u>
Interest Expense									
INTEREST EXPENSE - BONDS	3,266	16,333	16,333	38,117	0	3,466	17,333	(1,000)	(6)
AMORTIZATION OF DEBT DISCOU	(554)	(2,771)	(2,771)	(6,651)	0	(554)	(2,771)	0	0

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

Water	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Total For Interest Expense:</b>	2,712	13,562	13,562	31,466	0	2,912	14,562	(1,000)	(7)
Other Operating Expense									
LOSS ON DISPOSITION OF PROP (C	0	0	0	16,000	0	0	0	0	0
LOSS ON DISPOSITION OF PROP (N	(16,271)	(16,271)	0	0	0	0	0	(16,271)	0
DAM MAINTENANCE EXPENSE	0	30	0	0	0	19	19	11	63
PENSION EXPENSE	0	0	0	44,000	0	0	0	0	0
INTEREST EXPENSE - METER DEP	52	260	312	750	(17)	60	543	(283)	(52)
<b>Total For Other Operating Expense:</b>	(16,219)	(15,980)	312	60,750	(5,206)	79	563	(16,543)	(2,939)
Customer Accounts Expense									
METER READING EXPENSE	556	2,799	2,916	7,000	(4)	581	1,234	1,564	127
MISC CUSTOMER ACCOUNTS EXP	8,005	38,629	40,833	98,000	(5)	8,026	36,717	1,911	5
BAD DEBT EXPENSE & RECOVER	0	0	104	250	(100)	0	0	0	0
<b>Total For Customer Accounts Expense:</b>	8,561	41,428	43,854	105,250	(6)	8,608	37,952	3,476	9
Administrative Expense									
SALARIES OFFICE & COMMISSION	25,267	124,355	120,000	288,000	4	22,194	109,418	14,936	14
TEMPORARY STAFFING	0	0	416	1,000	(100)	0	0	0	0
OFFICE SUPPLIES	1,363	8,602	12,500	30,000	(31)	1,282	7,310	1,291	18
ELECTRIC & WATER CONSUMPTI	508	2,369	2,916	7,000	(19)	569	2,646	(276)	(10)
BANK FEES	52	291	291	700	0	62	284	7	3
LEGAL FEES	9,233	10,398	2,083	5,000	399	244	1,179	9,218	781
AUDITING FEES	430	2,696	2,791	6,700	(3)	410	2,396	299	13
INSURANCE	3,480	17,422	18,333	44,000	(5)	3,460	17,381	41	0
UTILITY SHARE - DEFERRED COM	1,796	11,989	10,041	24,100	19	1,775	11,285	703	6
UTILITY SHARE - MEDICAL/DENT	17,273	109,632	125,537	269,977	(13)	14,704	98,764	10,867	11
UTILITY SHARE - PERA	5,621	27,642	28,541	68,500	(3)	6,222	25,191	2,451	10
UTILITY SHARE - FICA	5,303	27,005	27,500	66,000	(2)	6,216	24,569	2,435	10
EMPLOYEE SICK PAY	3,033	19,681	14,583	35,000	35	1,873	10,856	8,824	81
EMPLOYEE HOLIDAY PAY	3,425	12,838	13,841	41,525	(7)	2,875	10,277	2,561	25
EMPLOYEE VACATION & PTO PA	4,410	31,288	31,636	66,000	(1)	3,941	27,050	4,237	16
UPMIC DISTRIBUTION	0	3,642	4,625	18,500	(21)	0	5,834	(2,191)	(38)
WELLHEAD PROTECTION	0	0	850	2,000	(100)	0	0	0	0
LONGEVITY PAY	0	155	156	2,130	(1)	420	420	(265)	(63)
CONSULTING FEES	5,757	26,422	23,916	57,400	10	1,314	7,996	18,426	230
TELEPHONE	722	3,338	3,125	7,500	7	649	3,425	(86)	(3)
ADVERTISING	3,971	5,454	2,083	5,000	162	404	1,726	3,727	216

ELK RIVER MUNICIPAL UTILITIES  
ELK RIVER, MINNESOTA  
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
FOR PERIOD ENDING MAY 2025

	2025 MAY	2025 YTD	2025 YTD BUDGET	2025 ANNUAL BUDGET	2025 YTD Bud Var%	2024 MAY	2024 YTD	YTD VARIANCE	2024 v. 2025 Actual Var%
<b>Water</b>									
DUES & SUBSCRIPTIONS - FEES	16,020	38,427	44,461	89,961	(14)	19,086	40,031	(1,603)	(4)
SCHOOLS & MEETINGS	850	9,149	26,675	60,956	(66)	1,672	15,036	(5,887)	(39)
MTCE OF GENERAL PLANT & OFFI	216	1,080	1,145	2,750	(6)	211	1,055	25	2
<b>Total For Administrative Expense:</b>	<u>108,738</u>	<u>493,884</u>	<u>518,052</u>	<u>1,199,699</u>	<u>(5)</u>	<u>89,593</u>	<u>424,138</u>	<u>69,746</u>	<u>16</u>
<b>General Expense</b>									
CIP REBATES - RESIDENTIAL	36	61	2,083	5,000	(97)	50	75	(13)	(19)
CIP REBATES - COMMERCIAL	0	0	208	500	(100)	0	0	0	0
CIP - MARKETING	0	0	833	2,000	(100)	212	941	(941)	(100)
CIP - LABOR	0	0	1,041	2,500	(100)	0	0	0	0
ENVIRONMENTAL COMPLIANCE	191	1,552	833	2,000	86	60	280	1,272	454
MISC GENERAL EXPENSE	0	0	104	250	(100)	0	0	0	0
<b>Total For General Expense:</b>	<u>227</u>	<u>1,613</u>	<u>5,104</u>	<u>12,250</u>	<u>(68)</u>	<u>323</u>	<u>1,296</u>	<u>317</u>	<u>25</u>
<b>Total Expenses(before Operating Transfers)</b>	<u>325,103</u>	<u>1,639,130</u>	<u>1,675,717</u>	<u>4,002,091</u>	<u>(2)</u>	<u>286,855</u>	<u>1,406,484</u>	<u>232,645</u>	<u>17</u>
<b>Operating Transfer</b>									
Utilities & Labor Donated									
WATER & LABOR DONATED TO CI	0	0	833	2,000	(100)	0	0	0	0
Total Operating Transfer									
<b>Total For Total Operating Transfer:</b>	<u>0</u>	<u>0</u>	<u>833</u>	<u>2,000</u>	<u>(100)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Income Profit(Loss)</b>	<u>(52,181)</u>	<u>(518,683)</u>	<u>(732,627)</u>	<u>62,821</u>	<u>29</u>	<u>(71,145)</u>	<u>(399,598)</u>	<u>(119,085)</u>	<u>(30)</u>

Beginning Fiscal Period[YYYYMM]

202501

GL Division

All

GL Department

All

Ending Fiscal Period[YYYYMM]

202505

GL Activity

All

Period Type

Closed Period

### Budget Revenue Comparison & Variance

Jan, 2025 - May, 2025

**\$415,574.45**

**2.20%**

<b>Actual</b>	<b>Budget</b>
<b>\$19,325,182.57</b>	<b>\$18,909,608.12</b>

### Budget Expense Comparison & Variance

Jan, 2025 - May, 2025

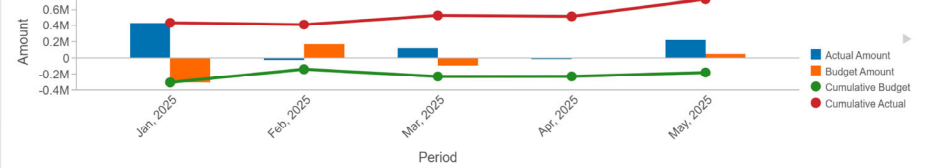
**-\$498,737.21**

**-2.61%**

<b>Actual</b>	<b>Budget</b>
<b>\$18,590,426.21</b>	<b>\$19,089,163.42</b>

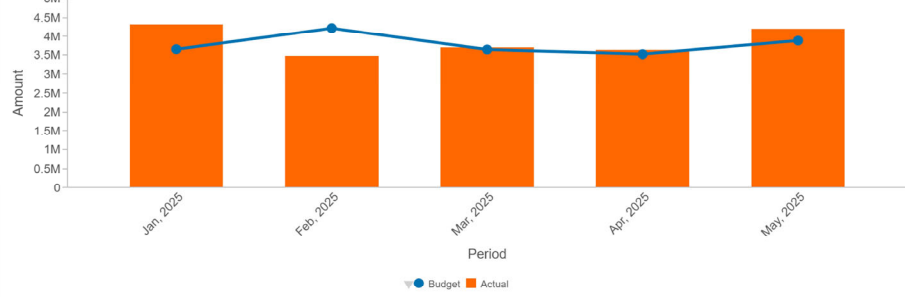
### Budget Analysis by Period

Jan, 2025 - May, 2025



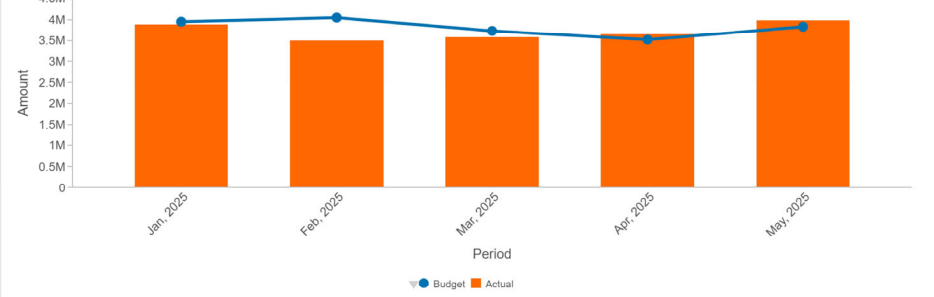
### Revenue Budget vs Actual by Period

Jan, 2025 - May, 2025



### Expense Budget vs Actual by Period

Jan, 2025 - May, 2025



Beginning Fiscal Period[YYYYMM]  
202501

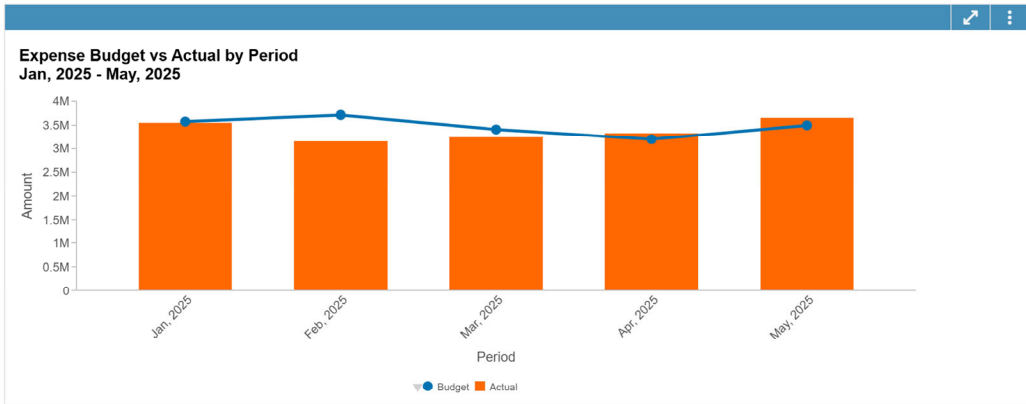
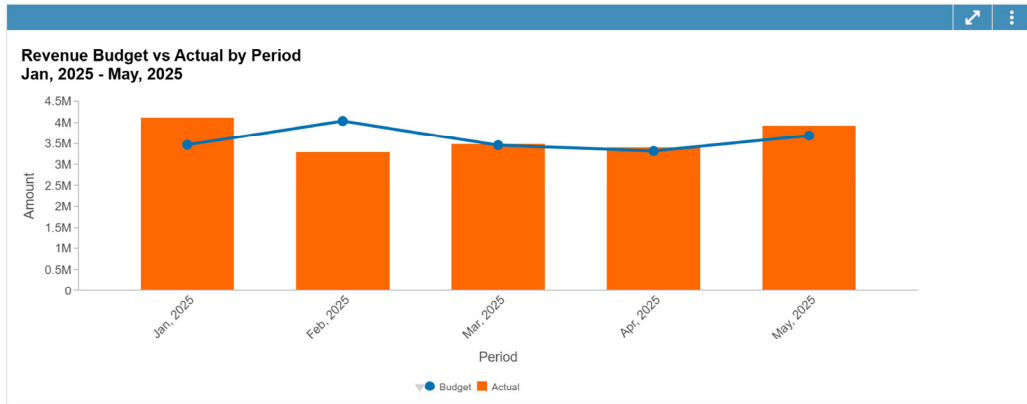
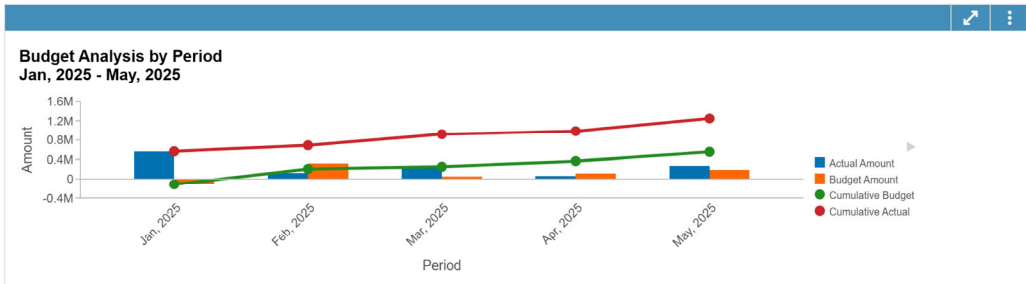
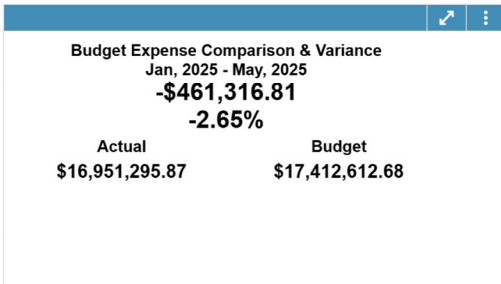
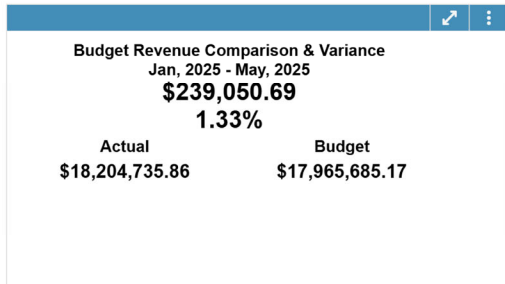
GL Division  
61 - Elk River Electric

GL Department  
All

Ending Fiscal Period[YYYYMM]  
202505

GL Activity  
All

Period Type  
Closed Period



Beginning Fiscal Period[YYYYMM]

202501

GL Division

62 - Elk River Water

GL Department

All

Ending Fiscal Period[YYYYMM]

202505

GL Activity

All

Period Type

Closed Period

### Budget Revenue Comparison & Variance Jan, 2025 - May, 2025

**\$176,523.76**  
18.70%

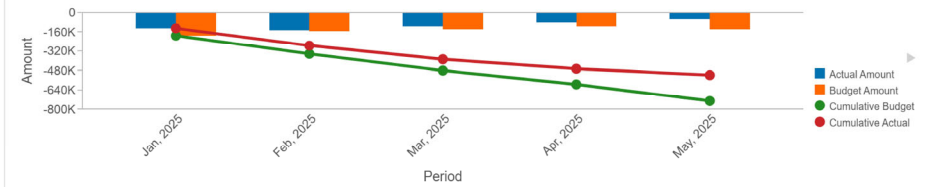
Actual Budget  
**\$1,120,446.71** **\$943,922.95**

### Budget Expense Comparison & Variance Jan, 2025 - May, 2025

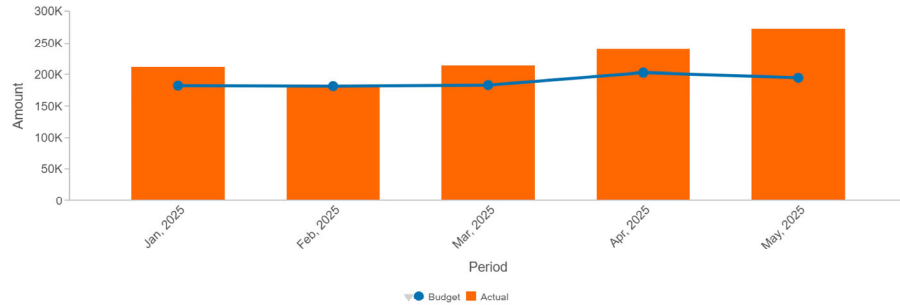
**-\$37,420.40**  
-2.23%

Actual Budget  
**\$1,639,130.34** **\$1,676,550.74**

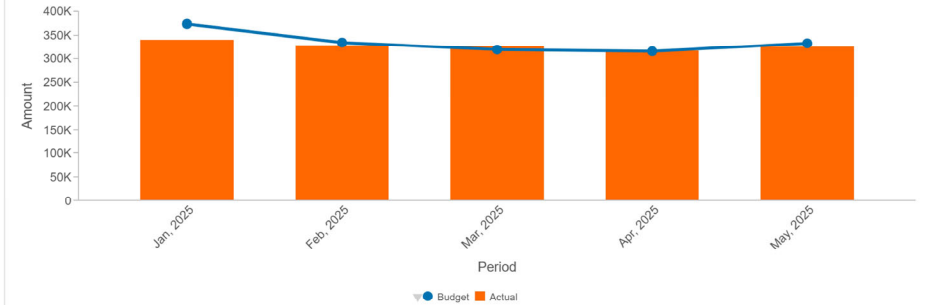
### Budget Analysis by Period Jan, 2025 - May, 2025



### Revenue Budget vs Actual by Period Jan, 2025 - May, 2025



### Expense Budget vs Actual by Period Jan, 2025 - May, 2025



PRESENTED AT MEETING - 2025-7 - 5.1



# Elk River Municipal Utilities

## **May 2025 Financials**

Report Highlights

# May YTD Profit & Profit Margin %

PRESENTED AT MEETING - 2025-7 - 5.1

## Profit & Profit Margins %

January 2025 – ~~April~~ 2025

Corrected as May  
in the meeting.

**\$734,756**

**3.80%**

**Revenue**

**\$19,325,183**

**Expense**

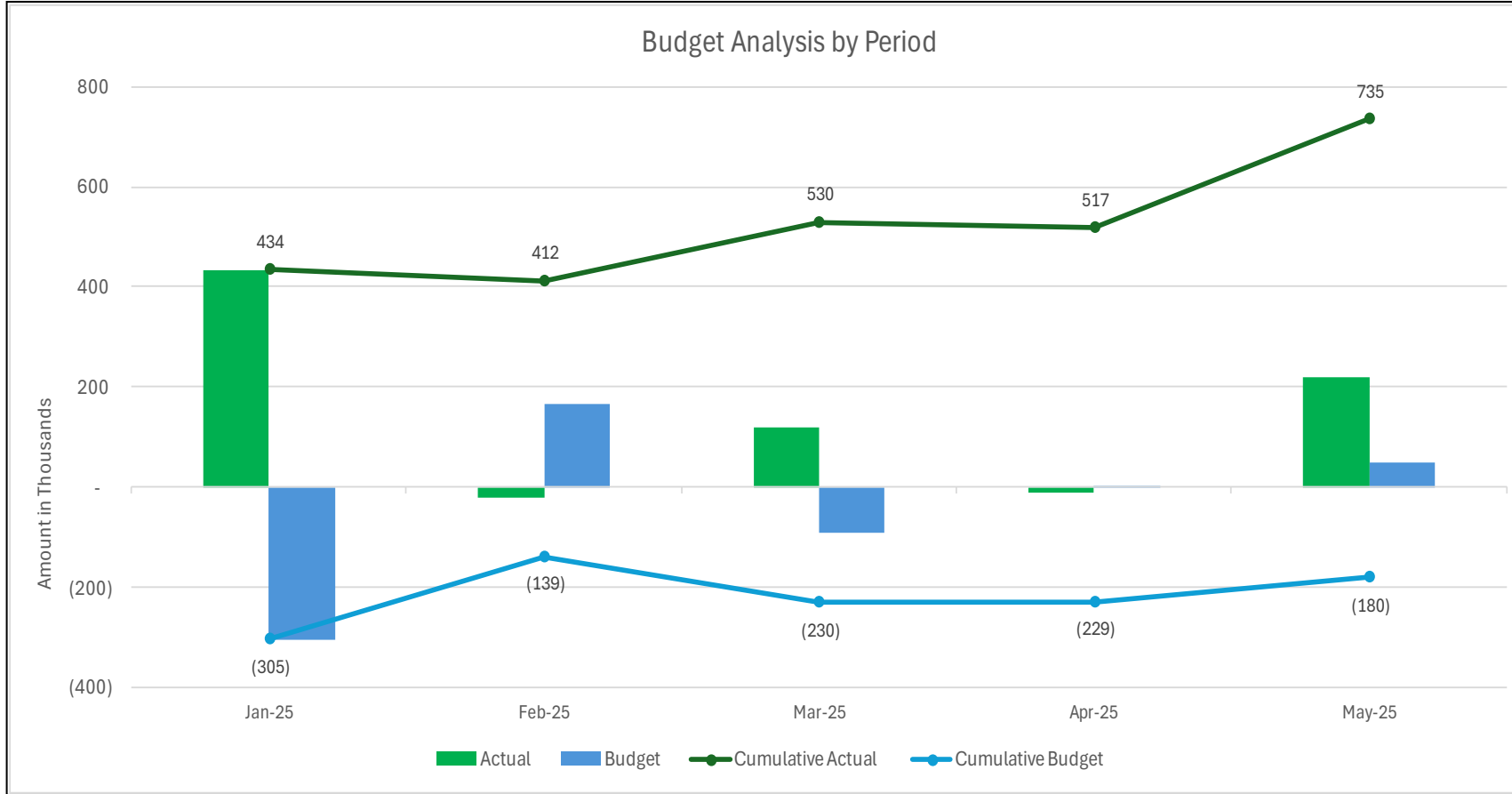
**\$18,590,426**

**Purpose: To show the overall health of the organization.**

- YTD ERMU's revenue is exceeding expenses by \$735k
- Resulting in a profit margin of 3.80%

# May YTD Actuals to Budget Comparison

PRESENTED AT MEETING - 2025-7 - 5.1

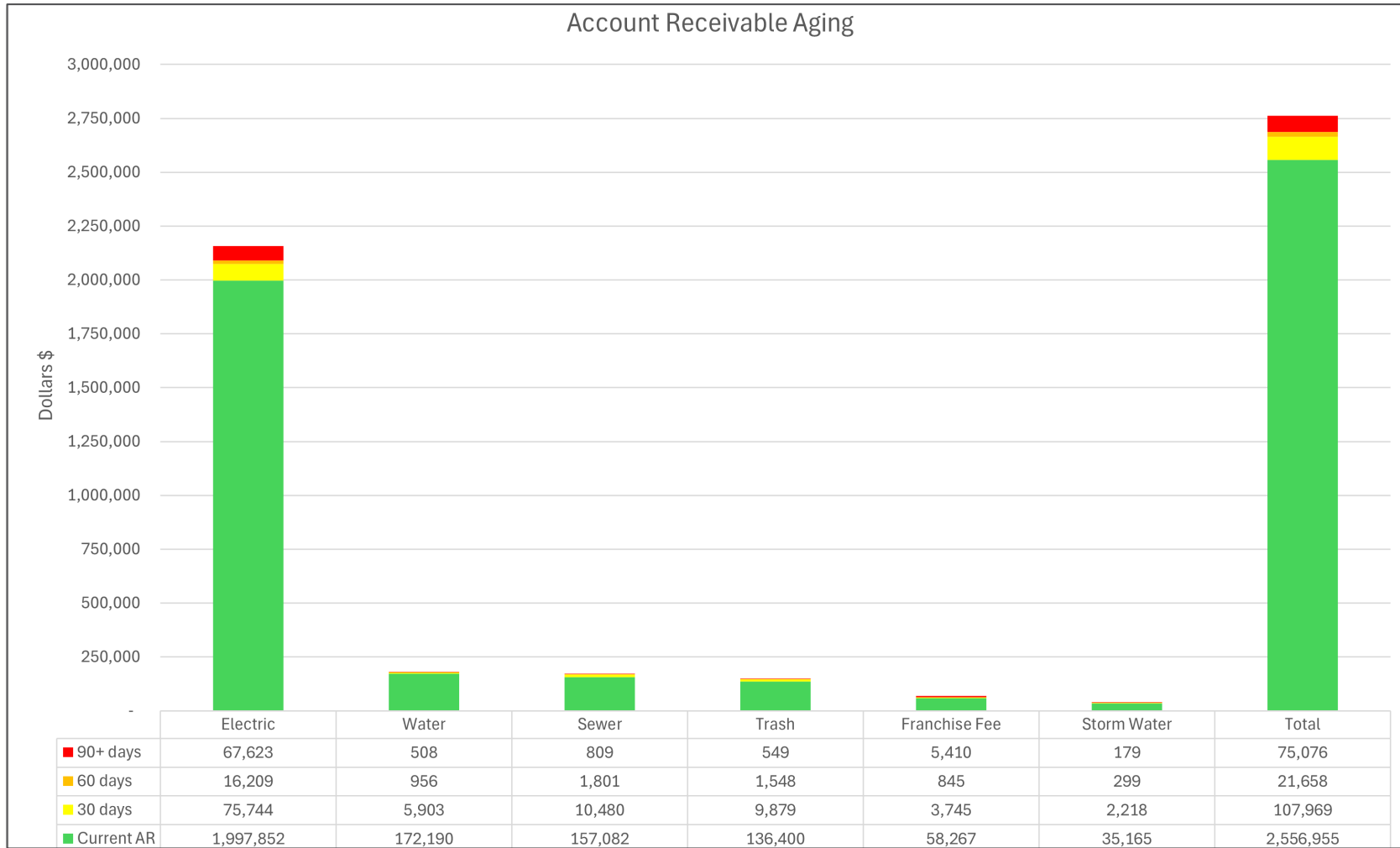


**Purpose: To illustrate the combined net position actuals versus budgeted amounts.**

- Overall, ERMU is favorable to budget YTD
- ERMU has been favorable to budget each month except February

# Accounts Receivable-Utility Aging 5/31/2025

PRESENTED AT MEETING - 2025-7 - 5.1



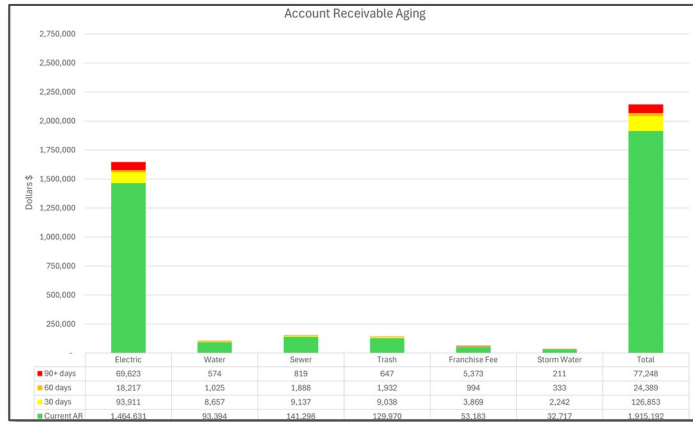
**Purpose: an overview of outstanding payments from customers and how long they are past due.**

- City services make up \$425k of total A/R balances of \$2.762M
- Over 90 days is only 3% of total A/R compared to 93% being current

**GREEN IS GOOD!**

# Accounts Receivable-Utility Aging 5/31/2025

PRESENTED AT MEETING - 2025-7 - 5.1



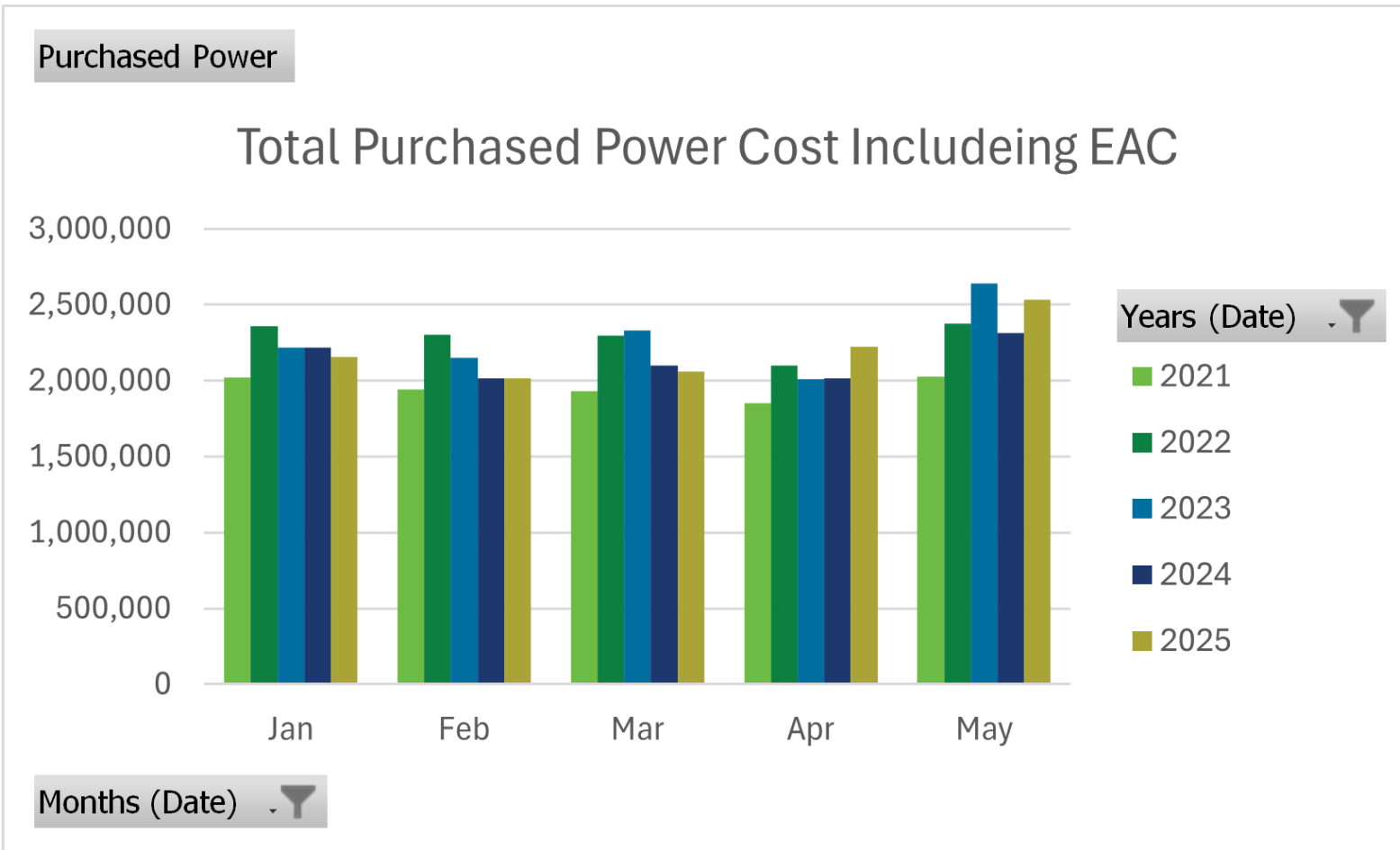
**Note: Electric and water accounts receivable can be reviewed separately on the “Combined Balance Sheet” provided in the packet.**



<b>ELK RIVER MUNICIPAL UTILITIES ELK RIVER, MINNESOTA COMBINED BALANCE SHEET FOR PERIOD ENDING MAY 2025</b>		
	<u>ELECTRIC</u>	<u>WATER</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
<b>CASH</b>	3,532,425	5,251,732
<b>ACCOUNTS RECEIVABLE</b>	2,883,269	5,114,041
<b>INVENTORIES</b>	2,337,096	48,617
<b>PREPAID ITEMS</b>	223,835	51,676
<b>CONSTRUCTION IN PROGRESS</b>	1,194,065	199,991
<b>TOTAL CURRENT ASSETS</b>	<u>10,170,690</u>	<u>10,666,057</u>

# Electric Department – Purchased Power

PRESENTED AT MEETING - 2025-7 - 5.1



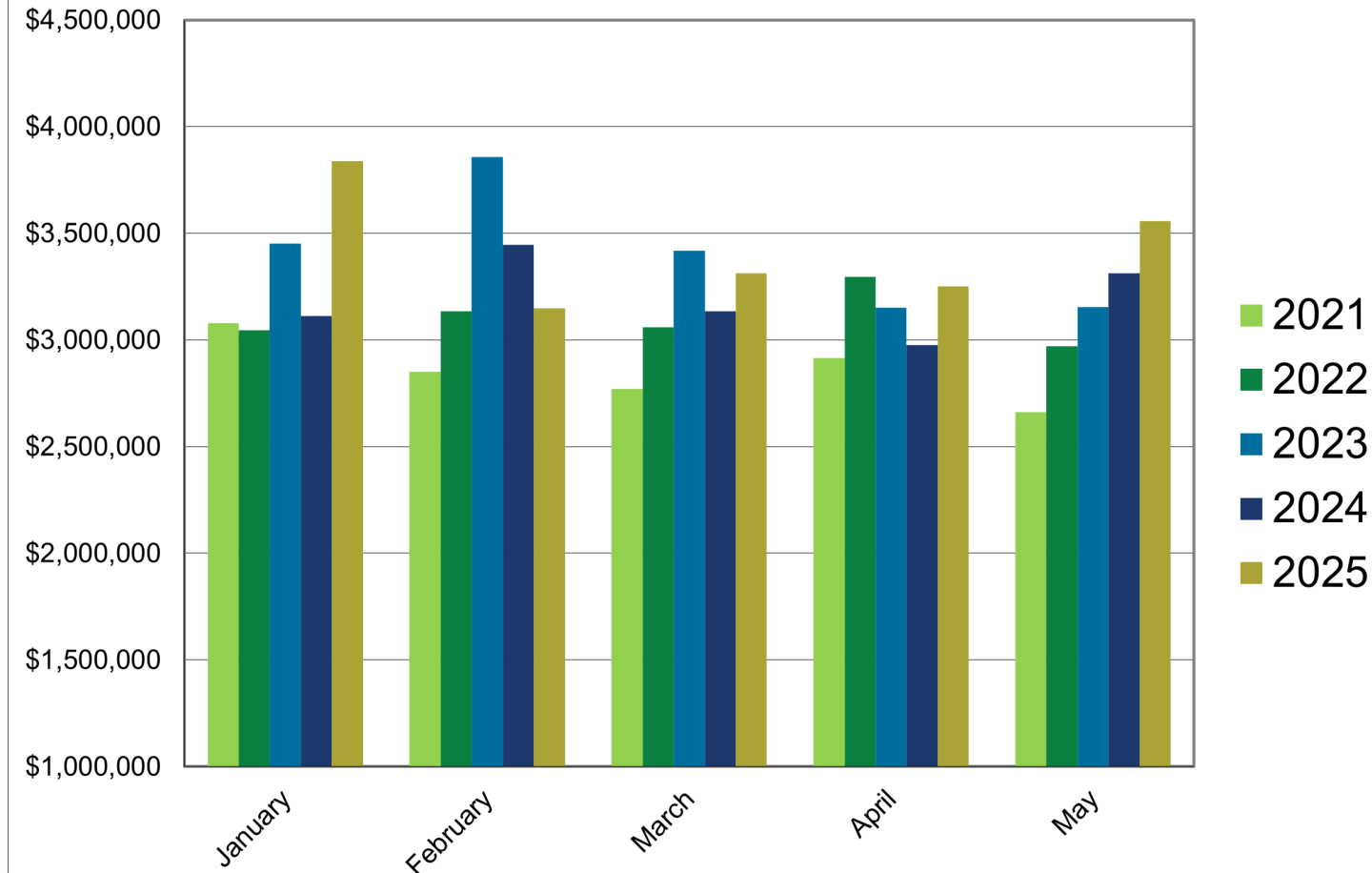
**Purpose: To illustrate trends in purchased power costs.**

- Purchased power 2025 YTD is approximately 65% of total expenses
- 2025 YTD purchased power is inline with budget
- 2025 is 3% higher than 2024. YTD 2025 is \$328k more than 2024 due to higher usage partially offset by lower EAC charges.

# Electric Department – Electric Usage Sales

PRESENTED AT MEETING - 2025-7 - 5.1

Monthly Electric Sales \$



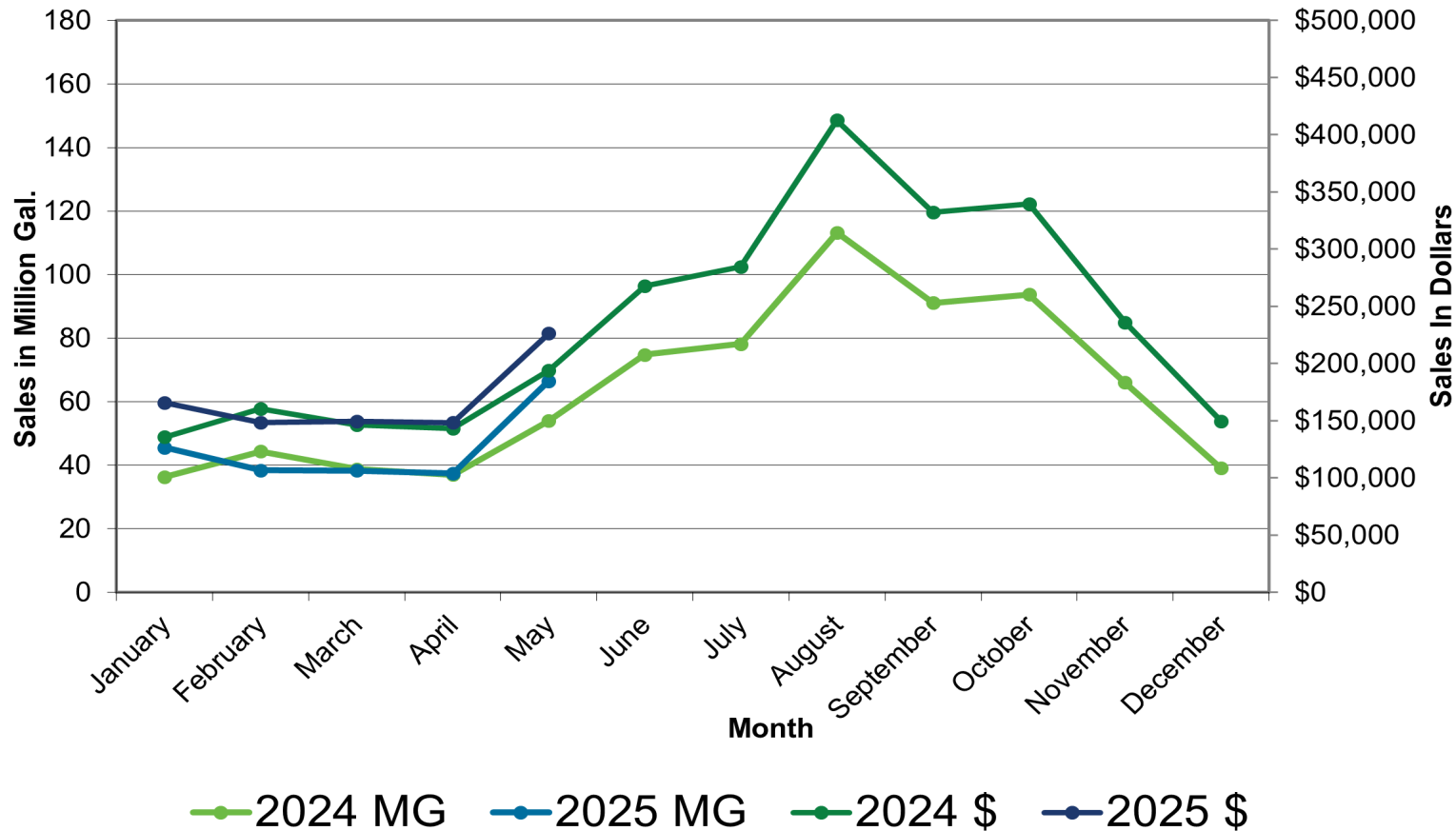
**Purpose: To illustrate a 5-year comparison in electric usage sales.**

- Usage can vary greatly from year to year with weather being a primary factor.
- Electric kWh usage is 4.7% higher in 2025 as compared to 2024.

# Water Department – Water Usage Sales

PRESENTED AT MEETING - 2025-7 - 5.1

Elk River Municipal Utilities Monthly Water Sales



**Purpose: To illustrate trends and view comparisons in water usage sales.**

- Usage can vary greatly from year to year based on a variety of factors such as weather.
- The water sales graph highlights both usage and revenue dollars.
- Water usage is up YTD 7% over prior year.
- Revenue is up YTD 8% over prior year due to increased usage and rates.

PRESENTED AT MEETING - 2025-7 - 5.1



**Thank You!**

Melissa Karpinski, CPA - Finance Manager  
mkarpinski@ermumn.com

<b>TO:</b> ERMU Commission	<b>FROM:</b> Mark Hanson – General Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1a
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- The Minnesota Municipal Utilities Association’s Summer Conference will be held Monday, August 18 - Wednesday, August 20 in Rochester, Minnesota. You should have received a separate email from me with additional information. Please let me know your travel/attendance plans so we can book your hotel/conference registrations accordingly.
- The Minnesota Municipal Power Agency (MMPA) annual dinner meeting is scheduled for the evening of Tuesday, July 22 at Canterbury Park (1100 Canterbury Road, Shakopee, MN 55379). A cocktail reception will begin at 5:30 PM, followed by a dinner and presentation. Optional tours of the Shakopee Energy Park will begin at 4:00 PM. Transportation will be provided from Canterbury Park - please meet in the main lobby. Formal invitations have been sent by MMPA. Please RSVP directly to MMPA or let me know and I can RSVP for you.
- Staff had a planning call with Dave Berg to discuss our cost-of-service study. Dave will provide a full proposal with milestones in the next few weeks. We expect the study will be done in September/October with a draft report available for review at the November commission meeting. The study will be finalized in time for a December rate adoption.
- The MMPA Board of Directors met on June 24, 2025, 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 financial and operating performance for May 2025.
  - Participation in the residential Clean Energy Choice program increased by 71 customers. Customer penetration for the program is 6.4%.
  - The Board discussed the status of renewable projects the Agency is pursuing.
  - The Board discussed the Minnesota 2025 Legislative Session.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Sara Youngs – Administrations Director
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1b
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Office walk-in traffic for June consisted of 181 customers, averaging 36 per week over the five-week period. Due to the timing of the June commission meeting June’s numbers include the last week of May.
- ERMU disconnections for June
  - Cycle 1 – 25 disconnections.
  - Cycle 2 – 9 disconnections.
  - Cycle 3 – 11 disconnections.
  - Cycle 4 – 8 disconnections.
- Currently there are four active residential solar photovoltaic projects planned or under construction in the ERMU service territory.
- In July, residential electric customers will receive the appliance and home efficiency rebate flyer, heat pump rebate flyer, and HVAC equipment rebate flyer.
- Social media posts mid-June to mid-July will highlight recent community events, holiday office closures, household safety tips, conservation ideas, commission meeting reminders, payment drop box locations, and recognition of ERMU’s seasonal staff and interns.
- The IT department has been managing multiple projects, and the addition of an intern has been a valuable support. The intern has taken on smaller tasks like inventory management and daily help desk tickets, which has allowed Parker to dedicate more time to larger, high-priority projects.
- AMI efforts continue to demand significant attention, with a strong focus on communication and coordination to schedule the remaining water meter replacement appointments.
- Residential water customers who have not yet replaced their water meter will receive a final reminder postcard during the week of July 7, 2025. Beginning with the August billing cycle, a manual meter reading fee will be applied to customers who have not completed the Opt-Out form, do not meet Opt-Out requirements, or have not scheduled their water meter replacement. These service fees start at \$50 per month.

**ATTACHMENTS:**

- Bill Insert – Appliance & Home Efficiency Rebate Flyer
- Bill Insert – Heat Pump Rebate Flyer
- Bill Insert – HVAC Equipment Rebate Flyer
- AMI Postcard – July 2025

Clothes Dryer • Clothes Washer • Dehumidifier •  
Dishwasher • New Refrigerator/Freezer •  
Recycled Refrigerator/Freezer • Air Purifier •  
Ceiling Fan • Ceiling Fan with LED Light •  
Tier II Power Strip • Smart Irrigation Controller  
Installation • Toilet • Variable Speed Pool Pumps



See back for details regarding specific rebate requirements.

ERMU makes it easier to save energy and money on ENERGY STAR®-certified and WaterSense-labeled products with appliance and home efficiency rebates. When you purchase rebate-qualifying products, you'll conserve natural resources by using less energy and water. This not only helps to reduce long-term utility rates but also controls energy costs.

## How to Receive a Rebate

(Valid for customers of Elk River Municipal Utilities only. Rebates come in the form of a bill credit.)

- 1 Complete the front and back of this rebate form.
  - 2 Include a copy of the original itemized sales receipt and/or invoice for each product.
  - 3 Include a copy of the energy guide label containing ENERGY STAR® Symbol or denotation if applicable.
  - 4 Mail or bring to  
Elk River Municipal Utilities  
ATTN Rebate Program  
13069 Orono Pkwy NW, Elk River, MN 55330
- OR** Email [customerservice@ermumn.com](mailto:customerservice@ermumn.com)



### CUSTOMER INFORMATION (please complete all information below)

Name \_\_\_\_\_ Phone \_\_\_\_\_ County \_\_\_\_\_  
Install Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_ Account # \_\_\_\_\_

### RETAILER / CONTRACTOR / INSTALLER INFORMATION

Company Name \_\_\_\_\_ Phone \_\_\_\_\_ Email Address \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### CERTIFICATIONS AND SIGNATURE

I hereby certify that

- The information contained in this application is accurate and complete.
- All installation is complete, and the unit(s) is operational prior to submitting application.
- All rules of this rebate program have been followed.

I agree to verification of equipment installation which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one rebate from this program on any piece of equipment. I agree to indemnify, defend, hold harmless and release ERMU from any claims, damages, liabilities, costs and expenses (including reasonable attorney's fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

ERMU reserves the right to reject any rebate application submitted as a result of work performed by a contractor who has failed to adhere to the terms and conditions established for the rebate program.

Homeowner Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_



**PRODUCTS THAT QUALIFY FOR REBATES** (Rebates valid up to one year after date of installation)

**CLOTHES DRYER** (Must be ENERGY STAR® certified)

**REBATE: \$40 / UNIT**

Quantity \_\_\_\_\_

Type (select one in each group)  Gas  Electric  Compact  Standard  Vented  Ventless

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**CLOTHES WASHER** (Must be ENERGY STAR® certified)

**REBATE: \$40 / UNIT**

Quantity \_\_\_\_\_

Building Type (select one)  Single Family  Multi Family

Type (select one)  Front Load  Top Load Capacity (cubic feet) \_\_\_\_\_

Drying Energy Source (select one)  Gas  Electric  Unknown

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**DEHUMIDIFIER** (Must be ENERGY STAR® certified)

**REBATE: \$30 / UNIT**

Quantity \_\_\_\_\_ Capacity (pints / day) \_\_\_\_\_

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**DISHWASHER** (Must be ENERGY STAR® certified)

**REBATE: \$40 / UNIT**

Quantity \_\_\_\_\_ Type (select one)  Compact  Standard

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**REFRIGERATOR/FREEZER**

(Must be ENERGY STAR® certified)

**REBATE: \$100 / UNIT** (When buying new and recycling an old unit in working order)

**\$35 / UNIT** (When buying new only)

Quantity \_\_\_\_\_ Type (select one)  Freezer  Refrigerator  Both

Style (select one)  Compact Chest  Compact Upright  Standard Upright

Through the Door Ice (select one)  Yes  No Defrost Type (select one)  Manual  Auto  Partial Auto

Configuration (select one)  Refrigerator Only  Top Mounted Freezer  Side by Side  Bottom Mounted Freezer

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**ADDITIONAL ITEMS THAT QUALIFY FOR REBATES** (See below)

Select any applicable item(s) below. A representative may need to contact you for additional information.

ENERGY STAR® Air Purifier - \$35  ENERGY STAR® Ceiling Fan - \$10  Tier II Power Strip - \$20

ENERGY STAR® Ceiling Fan with Integral LED Light - \$20  Variable Speed Pool Pumps w/E.F. < 3.8 - \$200

WaterSense-labeled toilet with a rating of 1.28 gallons or fewer per flush - \$25

WaterSense-labeled smart irrigation controller and installation - Up to 50% of the device and installation costs. Not to exceed \$250  
*Must be linked to local weather via internet, weather station, or an ET water server.*

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_



- Air Source Heat Pump Tune Up
- Central and Ductless Heat Pumps
- Cold Climate Heat Pumps
- Ground Source Heat Pumps
- Heat Pump Water Heater



See back for details regarding specific rebate requirements.

Take advantage of ERMU's heat pump rebates for on-the-spot savings and year-round comfort. Consider the sustainability of a heat pump when upgrading your home's heating and cooling system and experience reduced energy usage with increased savings.

## How to Receive a Rebate

(Valid for customers of Elk River Municipal Utilities only. Rebates come in the form of a bill credit.)

- 1 Complete the front and back of this rebate form.
  - 2 Include a copy of the original itemized sales receipt and/or invoice for each qualifying product.
  - 3 Include a copy of the AHRI Certificate of Product Ratings. This document can be provided by your contractor.
  - 4 Mail or bring to  
Elk River Municipal Utilities  
ATTN Rebate Program  
13069 Orono Pkwy NW, Elk River, MN 55330
- OR** Email [customerservice@ermumn.com](mailto:customerservice@ermumn.com)



### CUSTOMER INFORMATION (please complete all information below)

Name \_\_\_\_\_ Phone \_\_\_\_\_ County \_\_\_\_\_  
 Install Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Account # \_\_\_\_\_  
 Building Type (select one)  Single Family  Multi Family

### RETAILER / CONTRACTOR / INSTALLER INFORMATION

Company Name \_\_\_\_\_ Phone \_\_\_\_\_ Email Address \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### CERTIFICATIONS AND SIGNATURE

I hereby certify that

- The information contained in this application is accurate and complete.
- All installation is complete, and the unit(s) is operational prior to submitting application.
- All rules of this rebate program have been followed.

I agree to verification of equipment installation which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one rebate from this program on any piece of equipment. I agree to indemnify, defend, hold harmless and release ERMU from any claims, damages, liabilities, costs and expenses (including reasonable attorney's fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

ERMU reserves the right to reject any rebate application submitted as a result of work performed by a contractor who has failed to adhere to the terms and conditions established for the rebate program.

Homeowner Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_



**HEAT PUMP MEASURES THAT QUALIFY FOR REBATES** (Rebates valid up to one year after date of installation)

**AIR SOURCE HEAT PUMP TUNE UP**

**REBATE:** Up to \$75 / UNIT

(Must provide professional contractor invoice showing tune up activity performed)

Quantity \_\_\_\_\_ Cooling Capacity (Tons) \_\_\_\_\_ Unit Efficiency: SEER \_\_\_\_\_ EER \_\_\_\_\_  
 Completed (check all that apply)  Condenser Coil Cleaning & Filter Change  Refrigerant Charge Correction & Air Flow Correction  
 Contractor Name \_\_\_\_\_ Date of Service \_\_\_\_\_

**CENTRAL AND DUCTLESS HEAT PUMPS**

**REBATE:** \$400 / UNIT

(Units 15.2 SEER2 & 7.8 HSPF2 or higher will qualify. Must be ENERGY STAR® certified)

Quantity \_\_\_\_\_ Cooling Capacity (BTU/hour) \_\_\_\_\_ Heating Capacity (BTU/hour) \_\_\_\_\_  
 SEER2 \_\_\_\_\_ EER2 \_\_\_\_\_ HSPF2 \_\_\_\_\_  
 Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**COLD CLIMATE HEAT PUMPS**

**REBATE:** \$1,000 / UNIT

(Minimum 15.2 SEER2, 8.1 HSPF2, & COP >= 1.75 at 5°F. Must be ENERGY STAR® certified)

*\*Must meet Northeast Energy Efficiency Partnership (NEEP) efficiency specifications for cold climate models*

Quantity \_\_\_\_\_ Cooling Capacity (BTU/hour) \_\_\_\_\_ Heating Capacity (BTU/hour) \_\_\_\_\_  
 SEER2 \_\_\_\_\_ HSPF2 \_\_\_\_\_  
 If the old system had a furnace, enter furnace capacity (BTU/hour) \_\_\_\_\_  
 Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**GROUND SOURCE HEAT PUMPS**

**REBATE:** \$600 / TON

(Closed-loop system only. Must be ENERGY STAR® certified)

Cooling Capacity (BTU/hour) \_\_\_\_\_ Heating Capacity (BTU/hour) \_\_\_\_\_  
 EER \_\_\_\_\_ COP \_\_\_\_\_  
 Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**HEAT PUMP WATER HEATER**

**REBATE:** \$400 / UNIT 50-79 gallon | \$450 / UNIT < 80 gallon

(Must have UEF of 2 or higher. Must be ENERGY STAR® certified)

Quantity \_\_\_\_\_ New Unit Tank Size (gallons) \_\_\_\_\_  
 Uniform Energy Factor (UEF) \_\_\_\_\_ *If greater than 55 gallons must be greater than 2.2*  
 Space Heating Type (select one)  Electric  Gas Style  
 Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_



- Central AC
- Central AC Tune Up
- Mini Split Ductless Air Conditioner
- Air Conditioner Room Unit/Window AC
- Replacement Furnace with ECM Blower Motor
- ECM Circulators
- Thermostats (Programmable and WiFi)

See back for details regarding specific rebate requirements.



Over half of the energy used in your home goes to heating and cooling, so when the time comes to update your HVAC equipment, ERMU makes it easy to make the smart choice. Residential electric customers can receive rebates in the form of credits on their utility bills now and enjoy reduced energy costs for years to come.

## How to Receive a Rebate

(Valid for customers of Elk River Municipal Utilities only. Rebates come in the form of a bill credit.)

- 1 Complete the front and back of this rebate form.
- 2 Include a copy of the original itemized sales receipt and/or invoice for each qualifying product.
- 3 Include a copy of the AHRI Certificate of Product Ratings. This document can be provided by your contractor.
- 4 Mail or bring to  
Elk River Municipal Utilities  
ATTN Rebate Program  
13069 Orono Pkwy NW, Elk River, MN 55330  
**OR** Email [customerservice@ermumn.com](mailto:customerservice@ermumn.com)



### CUSTOMER INFORMATION (please complete all information below)

Name \_\_\_\_\_ Phone \_\_\_\_\_ County \_\_\_\_\_  
 Install Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Account # \_\_\_\_\_  
 Building Type (select one)  Single Family  Multi Family

### RETAILER / CONTRACTOR / INSTALLER INFORMATION

Company Name \_\_\_\_\_ Phone \_\_\_\_\_ Email Address \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### CERTIFICATIONS AND SIGNATURE

I hereby certify that

- The information contained in this application is accurate and complete.
- All installation is complete, and the unit(s) is operational prior to submitting application.
- All rules of this rebate program have been followed.

I agree to verification of equipment installation which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one rebate from this program on any piece of equipment. I agree to indemnify, defend, hold harmless and release ERMU from any claims, damages, liabilities, costs and expenses (including reasonable attorney's fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

ERMU reserves the right to reject any rebate application submitted as a result of work performed by a contractor who has failed to adhere to the terms and conditions established for the rebate program.

Homeowner Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_



**HVAC EQUIPMENT THAT QUALIFY FOR REBATES** (Rebates valid up to one year after date of installation)

**CENTRAL AC** (Units 15.2 SEER2 or higher will qualify. Must be ENERGY STAR® certified)

**REBATE:** \$125 / UNIT

Quantity \_\_\_\_\_ Cooling Capacity (BTU/hour) \_\_\_\_\_

NEW UNIT EFFICIENCY | SEER2 \_\_\_\_\_ EER2 \_\_\_\_\_

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**CENTRAL AC TUNE UP**

**REBATE:** Up to \$75 / UNIT

(Must provide professional contractor invoice showing tune up activity performed)

Quantity \_\_\_\_\_ Cooling Capacity (Tons) \_\_\_\_\_ Unit Efficiency: SEER \_\_\_\_\_ EER \_\_\_\_\_

Completed (check all that apply)  Condenser Coil Cleaning & Filter Change  Refrigerant Charge Correction & Air Flow Correction

Contractor Name \_\_\_\_\_ Date of Service \_\_\_\_\_

**MINI SPLIT DUCTLESS AIR CONDITIONER**

**REBATE:** \$150 / UNIT

(Units 15.2 SEER2 or higher will qualify. Must be ENERGY STAR® certified)

Quantity \_\_\_\_\_ Cooling Capacity (BTU/hour) \_\_\_\_\_ SEER2 \_\_\_\_\_

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**AIR CONDITIONER ROOM UNIT/WINDOW AC** (Must be ENERGY STAR® certified)

**REBATE:** \$10 / UNIT

Quantity \_\_\_\_\_ Cooling Capacity (BTU/hour) \_\_\_\_\_ CEER Rating \_\_\_\_\_

Features (select one)  Reverse Cycle  Louvered Style (select one)  Sleeve  Window

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**REPLACEMENT FURNACE WITH ECM BLOWER MOTOR** (Must be ENERGY STAR® certified) **REBATE:** \$150 / UNIT

Quantity \_\_\_\_\_ Central AC in Building (select one)  Yes  No

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

**ECM CIRCULATOR** (Must be ENERGY STAR® certified)

**REBATE:** \$100 / UNIT (Not to exceed 50% of pump cost)

Quantity \_\_\_\_\_ Pump Wattage \_\_\_\_\_

Function of Pump (select one)  Domestic Hot Water  Space Heating Hot Water Date of Install \_\_\_\_\_

**THERMOSTAT** (Must be ENERGY STAR® certified)

**REBATE:** \$20 / UNIT (Programmable) or \$40 / UNIT (WiFi compatible)

Quantity \_\_\_\_\_ Heating Type (select one)  Electric  ASHP  GSHP  Gas

New Thermostat Type (select one)  Tier 1 (Programmable)  Tier 2 (Communicating – WiFi)  Tier 3 (Analytics Capable – WiFi)

Manufacturer Name \_\_\_\_\_ Model Number \_\_\_\_\_ Date of Install \_\_\_\_\_

# URGENT NOTICE!

Schedule your required water meter replacement today and avoid additional service fees starting at \$50 per month, effective August 1, 2025.



Elk River  
Municipal Utilities



## **ACTION REQUIRED**

Our records indicate that you have not scheduled your required water meter replacement appointment as part of ERMU's Advanced Metering Infrastructure project. There is no cost to you for this meter exchange.

## **NEXT STEP**

- ✓ Call Elk River Municipal Utilities to schedule your free water meter replacement appointment.

 **763.441.2020**

Visit [ERMUMN.COM](http://ERMUMN.COM) for project details.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Melissa Karpinski – Finance Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1c
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- The second request for payment of our share of the CAPX Brookings 2<sup>nd</sup> Circuit Build project has been received.
- Received the initial settlement payment related to our portion of the 3M AFFF liability litigation.
- Waiting on an updated premium quote for our Property & Casualty insurance renewal.
- Submitted responses/information for 2024 EIA-861 data quality review.
- Beginning the process of gathering information for the 2026 budget.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Tony Mauren – Governance & Communications Manager
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1d
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- The Governance & Communications Manager update is included in the staff update provided by the Administrations Director.

**ATTACHMENTS:**

- None

<b>TO:</b> ERMU Commission	<b>FROM:</b> Thomas Geiser – Operations Director
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1e
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> 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. Maps 1 through 71 are complete.
- Still working through the lack of communication and action regarding the reclosers that were recalled. We continue to wait for our 30 units to be repaired.
- Staff and I are working through ERMU’s Disaster Recovery Plan.
- Staff and I are working through ERMU’s spill prevention plan at all substation locations with DGR Engineering.
- Staff and I are working on ERMU’s substation and well security measures.
- Working with Minnesota Municipal Power Agency on their landfill gas project.
- Working through future development plans.
- Working with Altec on Digger #9 and Bucket #5 drawings.
- Working with an electrician and DGR Engineering on Jonny Pops upgrade needs.
- Working with Leidos on Comcast and Verizon pole attachment reviews.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Chris Sumstad – Electric Superintendent
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1f
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Installed 19 new residential services, which involves the connection of a secondary line once the customer requests service.
- Safety Instructor Joe Schmidt from MMUA was here June 25-26 and held safety meetings for all staff on heat stress and biting bugs. He also performed bucket truck rescue training for staff that missed the original session.
- Underground wire replacement continues in the Deerfield Addition. Crews are currently installing on Yale Street, between 191<sup>st</sup> Avenue and 192<sup>nd</sup> Lane.
- Crews finished the remaining electric install for Bradford Park phase one housing development. The next development ready for power will be the second phase of Anna’s Acres in Otsego scheduled for August.
- Crews will be returning to Industrial Park in Elk River to finish the new service to J&J Machine as well as energize the new primary wire that the bore crew recently installed at locations here.
- Mi-Tech Services was here the week of June 23 and inspected 344 of our wood poles primarily in the NW portion of our service territory. Three poles were found to be rejected. These will be changed out by our crews this year.
- Staff and I have been working on our Emergency Preparedness Plan.
- Crews removed the EV charger located in Otsego near Rockwoods Restaurant this past month.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Mike Tietz - Technical Services Superintendent
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1g
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- In June, the locators processed 540 locate tickets. These consisted of 450 normal tickets, 2 emergency tickets, 60 updated tickets, 9 meetings, 2 planning, 4 boundary surveys, and 13 cancellations. This resulted in a 4.6% decrease in tickets from the previous month and a 25.9% increase from the prior June.
- In June, the electrical technicians completed 467 service order tasks, updated the power bill, addressed customer meter issues and any off-peak concerns.
- The AMI residential water meters and residential electric meters continue to be installed in new services. The electrical technicians have been busy changing out AMR meters to AMI meters for small non-demand commercial customers. We did receive some of our RMA/Warranty meters back from Sensus. We have approximately 5,532 (97%) water meters and 12,441 (88%) electric meters that are installed within the system. Overall, the AMI project is approximately 91% completed.
- Review of foundation drawings for East substation have been completed and contract documents for concrete work has been released for bids. The fencing contractor will begin installation in August and will return to complete the remaining fence work after the foundations have been poured.
- We have been working with WEG on the East transformer's Load Tap Changer (LTC) to make sure it matches the Otsego transformer. Conduit and ground grid installation will take place early this winter, with assembly of the structures being built over the winter by ERMU staff. Commissioning of the substation should be completed by September 1.
- Our monthly peak was 66.15 MW on June 22, at 4:50pm.

<b>TO:</b> ERMU Commission	<b>FROM:</b> Dave Ninow – Water Superintendent
<b>MEETING DATE:</b> July 8, 2025	<b>AGENDA ITEM NUMBER:</b> 6.1h
<b>SUBJECT:</b> Staff Update	
<b>ACTION REQUESTED:</b> None	

**DISCUSSION:**

- Delivered 14 new water meters, installed a Smart Point module, 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 to the Minnesota Pollution Control Agency for the Diesel Generation Plant.
- Completed and submitted annual cyber security assessment of our water system operational technology to MDH.
- The Gary Street Water Tower was taken offline and completely drained to replace the main isolation valve outside the tower and have the interior wet tank cleaned. Per American Water Works Association standards, water towers should be washed out and inspected at least once every three years. This process involves draining the tank, removing debris and sediment, and scrubbing the interior. The tower has been disinfected, refilled, bacteria tested and returned to service. The tower’s exterior was completely pressure-washed as well (see attached photos).
- Road repairs have been completed for the water main break repair on Polk Street and the water service leak repair on Business Center Drive.
- Water Quality Report clarification regarding the “Range” column in the regulated substances chart in the report. The range column reflects the results of testing performed, not a range of allowable limits. ERMU’s results fall well below the EPA limits shown in the MCL (Maximum Contaminant Level) and MCLG (Maximum Contaminant Level Goal) columns. MCLGs are non-enforceable public health goals, while MCLs are legally enforceable limits for contaminants in drinking water.
- Eric Plude started on June 12 as a water department seasonal employee and will assist with fire hydrant maintenance, water main valve exercising, and GIS mapping of water system infrastructure.

- Fire hydrant flushing has been completed for this year.
- Water Department staff continue to perform water meter exchanges for the AMI project.
- The 2025 Pumping by Well data is only available through May due to changes in the June commission meeting schedule and the timing of the Fourth of July holiday. June and July data will be reported at the August 2025 meeting.

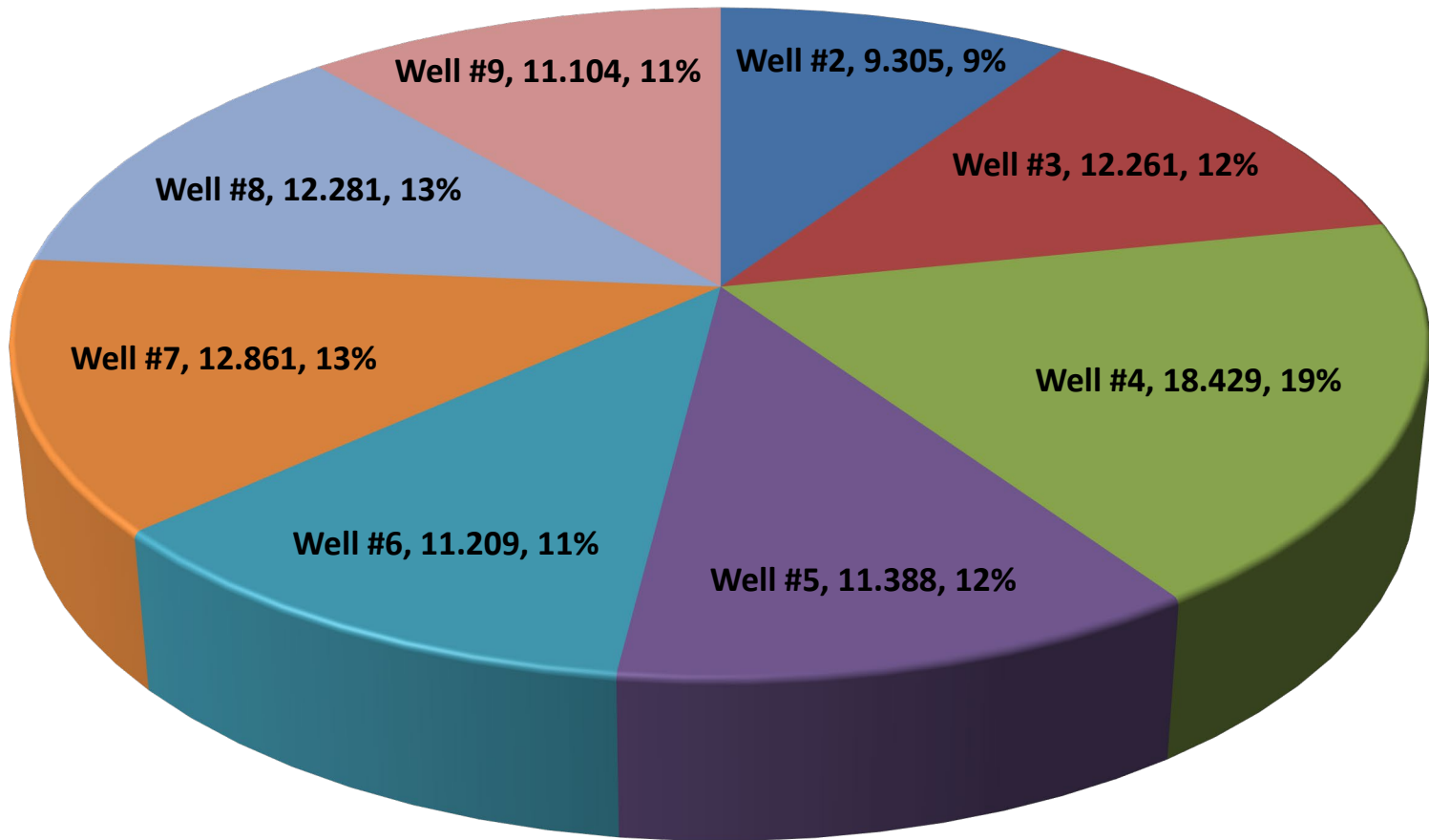
**ATTACHMENTS:**

- Pictures - Gary Street Water Tower Exterior Pressure Washing
- May 2025 Pumping by Well

**Pictures—Gary Street Water Tower Exterior Pressure Washing**



### May 2025 Monthly Pumping By Well



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

<p>Tuesday, January 14:</p> <ul style="list-style-type: none"> <li>• Annual Review of Committee Charters</li> </ul>	<p>Tuesday, February 11:</p> <ul style="list-style-type: none"> <li>• Review Strategic Plan and 2024 Annual Business Plan Results</li> </ul>
<p>Tuesday, March 11:</p> <ul style="list-style-type: none"> <li>• Oath of Office</li> <li>• Election of Officers</li> <li>• Annual Commissioner Orientation and Review Governance Responsibilities and Role</li> </ul>	<p>Tuesday, April 8:</p> <ul style="list-style-type: none"> <li>• Audit of 2024 Financial Report</li> <li>• Financial Reserves Allocations</li> <li>• Review 2024 Performance Metrics</li> </ul>
<p>Tuesday, May 13:</p> <ul style="list-style-type: none"> <li>• Annual General Manager Performance Evaluation and Goal Setting</li> </ul>	<p>Tuesday, June 3:</p> <ul style="list-style-type: none"> <li>• Annual Commission Performance Evaluation</li> </ul>
<p>Tuesday, July 8:</p>	<p>Tuesday, August 12:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2026 Travel, Training, Dues, Subscriptions, and Fees Budget</li> <li>• Review and Update Strategic Plan</li> </ul>
<p>Tuesday, September 9:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2026 Capital Projects Budget</li> </ul>	<p>Tuesday, October 14:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan – Review Proposed 2026 Expenses Budget</li> </ul>
<p>Wednesday, November 12:</p> <ul style="list-style-type: none"> <li>• Annual Business Plan - Review Proposed 2026 Rates and Other Revenue</li> <li>• Adopt 2026 Fee Schedule</li> <li>• 2026 Stakeholder Communication Plan</li> </ul>	<p>Tuesday, December 9:</p> <ul style="list-style-type: none"> <li>• Adopt 2026 Official Depository and Delegate Authority for Electronic Funds Transfers</li> <li>• Designate Official 2026 Newspaper</li> <li>• Approve 2026 Regular Meeting Schedule</li> <li>• Adopt 2026 Governance Agenda</li> <li>• Adopt 2026 Annual Business Plan</li> </ul>