



City of Mora
Kanabec County, Minnesota
Meeting Agenda
Public Utilities Commission

Mora City Hall
101 Lake St. S
Mora, MN 55051

Monday, October 25, 2021

3:00 PM

Mora City Hall

- 1. Call to Order**
- 2. Roll Call**
- 3. Adopt Agenda** *(No item of business shall be considered unless it appears on the agenda for the meeting. Council members may add items to the agenda prior to adoption of the agenda.)*
- 4. Consent Agenda** *(Those items listed under Consent Agenda are considered to be routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless a Council Member so requests, in which event, the item will be removed from the consent agenda and considered immediately after the adoption of the consent agenda.)*
 - a. Regular Meeting Minutes – September 20, 2021
 - b. September 2021 Claims
- 5. Open Forum** *(Individuals may address the council about any item not contained on the regular agenda. There is a maximum of fifteen (15) minutes set aside for open forum. A maximum of three (3) minutes is allotted per person. The City Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.)*
- 6. Special Business**
 - None
- 7. New Business**
 - a. Proposed 2022 Budget and Utility Rates
- 8. Old Business**
 - a. Housing & Redevelopment Authority of Mora/City of Mora Update
- 9. Communications**
 - a. Quarterly Sewer Report
 - b. Quarterly Electric Vehicle Charging Report
 - c. Quarterly Utility Billing and Adjustments Report
- 10. Reports**
 - a. Public Utilities General Manager
 - b. Public Works Director
 - c. Commissioner Baldwin
 - d. Commissioner Christianson
 - e. Chair Ardner
- 11. Adjournment**

Pursuant to due call and notice thereof, Commissioner Ardner called to order the regular meeting of the Mora Public Utilities Commission at 3:00 PM on Monday, September 20, 2021, in the city hall council chambers.

- 2. Roll Call:** Present: Commissioners Greg Ardner, Brett Baldwin, and Ryan Christianson
Absent: None
Staff Present: Utilities General Manager Lindy Crawford, Public Works Director Joe Kohlgraf, Utility Billing Clerk Jessica Bliss, and Administrative Service Director Natasha Segelstrom.
- 3. Adopt Agenda:** Utilities General Manager Crawford requested the addition of item 4d. Letter of Resignation to the consent agenda. MOTION made by Baldwin, seconded by Christianson, and unanimously carried by the PUC to approve the agenda as amended.
- 4. Consent Agenda:** MOTION made by Christianson, seconded by Baldwin, and unanimously carried by the PUC to approve the consent agenda as presented.
 - a. Regular Meeting Minutes – August 16, 2021
 - b. August 2021 Claims
 - c. WWTP Project final payment
 - d. Letter of Resignation- Water Wastewater Operator II
- 5. Open Forum:** No one spoke at open forum.
- 6. Special Business:** There were no special business items to discuss.
- 7. New Business:**
 - a. Electric Cost of Service and Rate Design Study: Dave Berg of Dave Berg Consulting LLC presented the electric rate study and provided recommendations based on current rates. Berg explained a five-year study analyzed existing rates and performance based on revenues and expenses. The assumption that the largest expense of purchased power from Southern Minnesota Municipal Power Agency should not change during the analysis. Residential sales would have a slight increase and the new high school in 2023 would also increase sales. Ardner questioned the usage calculations for the school as there would also be a loss from the existing high school. Berg explained the new school is larger and the usage would have more kilowatt power. Additional expenses projected included added line worker employees to support the electric department.

Based on existing rates, a slight decrease due to depreciation would occur at the end of the study period but would not raise concern as the Electric Fund is very well funded. Berg commended the strong financial position and did not recommend a rate increase at this time.

The electric cost of service presented a range of costs amongst customer classes. When comparing cost and revenues. Berg recommended a slight reduction in small general services and a slight increase in large general services to align revenues and allocated costs with service classification. He recommended 2.7% decrease for small general service and recommended 1.8% increase for large general service. Based on customer classification, an increase to customer charge for medium general service and large general service was recommended. General service energy charge presented a larger differential than warranted and Berg recommended per class adjustments on cost to serve basis. Observing electrical rates for residential and utility owned street lights did not present a rate increase. It was recommended that utility rates be lowered and match energy rates of customer owned street lights.

The proposed rates would not change the overall revenue received. Small increases and decreases would be experienced among certain customers, according to Berg.

Potential increase in capital requirements for distribution system improvements during 2022-2031 could increase as much as \$1.1 million during the rate study period. If no rate adjustments were made during the rate study period, reserves funds would reduce, however funds would still exceed 100% of annual operating expenses. With capital improvements, Berg still did not recommend rate changes.

MOTION made by Christianson and seconded by Baldwin, and unanimously carried by the PUC to accept the electric cost of service and rate design study.

- 8. Old Business:** There were no old business items to discuss.
- 9. Communications:** The following communications were reviewed.
 - a. Utility Billing Monthly Report – August 2021
 - b. Utility Billing Adjustment Report – August 2021: Bliss reported two adjustments for customers during this billing period. Crawford asked the PUC if the monthly reports could be brought forward quarterly, to align with the EVCS reports. A consensus amongst the PUC was made to have the reports presented to the PUC quarterly.
- 10. Reports:**
 - a. Public Utilities General Manager: Crawford reported City Hall would be hosting an open house for Public Power Week, staff were looking forward to the event. MMU customers would be eligible for a drawing along with an LED lightbulb, pollinator seed packets and MMU clip clips. Requesting the members of the PUC to volunteer on Crawford reported a proposal from SEH would be brought to City Council for a 2022 street reconstruction project for North Grove Street. The street had been identified as an area in the July joint budget meeting as a priority. If the council were to accept the proposed, a feasibility study would take place. Street, curb, and stormwater, but also water and sewer would be included in the project.
 - b. Public Works Director: Kohlgraf reported the bucket truck purchased is projected to arrive the next week. Electrical wire around the new school had been laid and termination and scheduled installation for transformers was pushed back to October 14, 2021.
 - c. Commissioner Baldwin: Nothing new to report.
 - d. Commissioner Christianson: Nothing new to report.
 - e. Chairperson Ardner: Nothing new to report
- 11. Adjournment:** MOTION made by Baldwin, seconded by Christianson, and unanimously carried by the PUC to adjourn at 3:31pm.

Chair

Secretary

**CITY OF MORA
CHECK LIST-PUC**

10/14/21 2:26 PM

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 000841 COMPLETE MERCHANT SOLUTIONS						
000841	COMPLETE MERCHANT	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$366.00
000841	COMPLETE MERCHANT	WATER FUND	WATER ADMINISTR	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$183.00
000841	COMPLETE MERCHANT	SEWER FUND	SEWER ADMINISTR	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$183.00
CHECK # 000841 COMPLETE MERCHANT SOLUTIONS						\$732.00
CHECK # 000842 MORA MUNICIPAL UTILITIES						
000842	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Storm Water	UTILITIES	\$18.35
000842	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Sewer	UTILITIES	\$21.27
000842	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Water	UTILITIES	\$137.52
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER SUPPLY	Electricity	UTILITIES	\$1,016.57
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER SUPPLY	Storm Water	UTILITIES	\$23.12
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER TREATMENT	Electricity	UTILITIES	\$931.37
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER TREATMENT	Storm Water	UTILITIES	\$11.56
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER DISTRIBUTI	Storm Water	UTILITIES	\$12.91
000842	MORA MUNICIPAL UTILI	WATER FUND	WATER DISTRIBUTI	Electricity	UTILITIES	\$41.49
000842	MORA MUNICIPAL UTILI	SEWER FUND	SEWER LIFT STATIO	Storm Water	UTILITIES	\$11.56
000842	MORA MUNICIPAL UTILI	SEWER FUND	SEWER LIFT STATIO	Electricity	UTILITIES	\$672.47
000842	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Electricity	UTILITIES	\$3,405.89
000842	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Water	UTILITIES	\$128.34
000842	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Storm Water	UTILITIES	\$23.79
CHECK # 000842 MORA MUNICIPAL UTILITIES						\$6,456.21
CHECK # 000843 ONLINE COLLECTIONS						
000843	ONLINE COLLECTIONS	ELECTRIC FUN	ELECTRIC ADMINIST	Cust UB/Collection	NEW UB CUSTOMER CREDIT C	\$59.70
CHECK # 000843 ONLINE COLLECTIONS						\$59.70
CHECK # 000845 MN DEPT OF REVENUE						
000845	MN DEPT OF REVENUE	ELECTRIC FUN		Sales Tax Payable	SALES & USE TAX PYMT-AUGU	\$29,349.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Repair/Maint - Bldg &	SALES & USE TAX PYMT-AUGU	\$3.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Garbage Removal	SALES & USE TAX PYMT-AUGU	\$6.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	SALES & USE TAX PYMT-AUGU	\$1.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	SALES & USE TAX PYMT-AUGU	\$1.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	SALES & USE TAX PYMT-AUGU	\$3.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Substation E	SALES & USE TAX PYMT-AUGU	\$4.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	SALES & USE TAX PYMT-AUGU	\$100.00
000845	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	SALES & USE TAX PYMT-AUGU	\$4.00
000845	MN DEPT OF REVENUE	WATER FUND		Sales Tax Payable	SALES & USE TAX PYMT-AUGU	\$1,336.00
CHECK # 000845 MN DEPT OF REVENUE						\$30,807.00
CHECK # 000847 PAYLIANCE						
000847	PAYLIANCE	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	E-CHECK PYMT PROCESSING F	\$41.50
000847	PAYLIANCE	WATER FUND	WATER ADMINISTR	Payment Processing E	E-CHECK PYMT PROCESSING F	\$20.75
000847	PAYLIANCE	SEWER FUND	SEWER ADMINISTR	Payment Processing E	E-CHECK PYMT PROCESSING F	\$20.75
CHECK # 000847 PAYLIANCE						\$83.00
CHECK # 000848 SMMPA						
000848	SMMPA	ELECTRIC FUN		Accounts Payable	POWER PURCHASED	\$400,902.03
CHECK # 000848 SMMPA						\$400,902.03
CHECK # 000850 NEIGHBORHOOD NATIONAL BANK						
000850	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	MONTHLY UB ACH FILE FEE	\$30.00
000850	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Bad Debts/NSF Check	MONTHLY RETURNED CHECK	\$10.00
000850	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	MONTHLY BUSINESS ONLINE	\$10.00

**CITY OF MORA
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 000850	NEIGHBORHOOD NATIONAL BANK					\$50.00
CHECK # 000852	NEIGHBORHOOD NATIONAL BANK					
000852	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Bad Debts/NSF Check	NSF CHARGE BACK FEE-TAMSE	\$10.00
CHECK # 000852	NEIGHBORHOOD NATIONAL BANK					\$10.00
CHECK # 057114	GRIDOR CONSTRUCTION INC					
057114	GRIDOR CONSTRUCTIO	SEWER FUND		Fixed Assets	WWTP FINAL PAY REQUEST #	\$20,000.00
057114	GRIDOR CONSTRUCTIO	SEWER FUND		Construction in Progre	WWTP FINAL PAY REQUEST #	-\$20,000.00
057114	GRIDOR CONSTRUCTIO	SEWER FUND		Contracts Payable - R	WWTP FINAL PAY REQUEST #	\$20,000.00
CHECK # 057114	GRIDOR CONSTRUCTION INC					\$20,000.00
CHECK # 057118	MIDCO					
057118	MIDCO	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	PHONE/INTERNET	\$128.02
057118	MIDCO	WATER FUND	WATER ADMINISTR	Telephone	PHONE/INTERNET	\$181.26
057118	MIDCO	SEWER FUND	SEWER ADMINISTR	Telephone	INTERNET	\$270.00
CHECK # 057118	MIDCO					\$579.28
CHECK # 057126	BERG, DAVID A-CONSULTING					
057126	BERG, DAVID A-CONSUL	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	ELECTRIC RATE STUDY PYMT	\$5,100.80
CHECK # 057126	BERG, DAVID A-CONSULTING					\$5,100.80
CHECK # 057131	MORA PUBLIC SCHOOLS					
057131	MORA PUBLIC SCHOOLS	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	BULK COPY PAPER	\$272.50
CHECK # 057131	MORA PUBLIC SCHOOLS					\$272.50
CHECK # 057133	R & G WALDHALM CONTRACTORS INC					
057133	R & G WALDHALM CONT	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	PLOW & TRENCH CABLE ON C	\$1,105.16
CHECK # 057133	R & G WALDHALM CONTRACTORS INC					\$1,105.16
CHECK # 057136	WELIA HEALTH					
057136	WELIA HEALTH	WATER FUND	WATER ADMINISTR	Professional Services -	VIZENOR 3RD DOSE TITERS &	\$70.11
057136	WELIA HEALTH	SEWER FUND	SEWER ADMINISTR	Professional Services -	VIZENOR 3RD DOSE TITERS &	\$114.39
CHECK # 057136	WELIA HEALTH					\$184.50
CHECK # 057147	EVENSON, RICHARD & MARY					
057147	EVENSON, RICHARD &	ELECTRIC FUN		Undistributed Receipts	REFUND OVERPYMT-355 WAT	\$3.25
CHECK # 057147	EVENSON, RICHARD & MARY					\$3.25
CHECK # 057148	FELGER, MATT					
057148	FELGER, MATT	ELECTRIC FUN	GENERATION & PO	Uniforms	BOOTS	\$138.80
057148	FELGER, MATT	ELECTRIC FUN	GENERATION & PO	Uniforms	CLOTHING	\$294.89
057148	FELGER, MATT	ELECTRIC FUN	ELECTRIC DISTRIBU	Meetings, Training, &	OVERHEAD SCHOOL EXPENSES	\$149.61
CHECK # 057148	FELGER, MATT					\$583.30
CHECK # 057149	HOSLEY, CLAYTON					
057149	HOSLEY, CLAYTON	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-230 FOREST	\$38.60
CHECK # 057149	HOSLEY, CLAYTON					\$38.60
CHECK # 057151	JONES, CRYSTAL					
057151	JONES, CRYSTAL	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-425 N GROV	\$68.16
CHECK # 057151	JONES, CRYSTAL					\$68.16
CHECK # 057152	KLAERS, HOWARD					
057152	KLAERS, HOWARD	ELECTRIC FUN		Undistributed Receipts	DEPOSIT REFUND-620 MCLEA	\$183.91
CHECK # 057152	KLAERS, HOWARD					\$183.91

CITY OF MORA
CHECK LIST-PUC

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 057153	LINDSTROMS PAINTING					
057153	LINDSTROMS PAINTING	WATER FUND	WATER TREATMENT	Repair/Maint - Bldg &	PAINT WATER TRMT PLANT	\$8,500.00
CHECK # 057153	LINDSTROMS PAINTING					\$8,500.00
CHECK # 057154	MATTSEN, ALICE					
057154	MATTSEN, ALICE	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-310 EVERG	\$205.68
CHECK # 057154	MATTSEN, ALICE					\$205.68
CHECK # 057156	MN DEPT OF COMMERCE-EAP					
057156	MN DEPT OF COMMERC	ELECTRIC FUN		Undistributed Receipts	REFUND OVERPYMT-220 FAIR	\$305.05
CHECK # 057156	MN DEPT OF COMMERCE-EAP					\$305.05
CHECK # 057157	MN DEPT OF HEALTH					
057157	MN DEPT OF HEALTH	WATER FUND		State Water Fee	3RD QTR WATER CONNECTIO	\$2,918.00
CHECK # 057157	MN DEPT OF HEALTH					\$2,918.00
CHECK # 057159	MPOWER TECHNOLOGIES, INC.					
057159	MPOWER TECHNOLOGI	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of GIS	GIS SOFTWARE INSTALL, TRAI	\$5,669.46
CHECK # 057159	MPOWER TECHNOLOGIES, INC.					\$5,669.46
CHECK # 057162	ROCON PAVING					
057162	ROCON PAVING	WATER FUND	WATER SUPPLY	Repair/Maint - Bldg &	WELL 4 & 5 DRIVEWAYS	\$5,000.00
057162	ROCON PAVING	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	WATERMAIN BREAK REPAIR	\$6,000.00
CHECK # 057162	ROCON PAVING					\$11,000.00
CHECK # 057163	SAY, MARY					
057163	SAY, MARY	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-431 CENTR	\$14.90
CHECK # 057163	SAY, MARY					\$14.90
CHECK # 057164	SCHULTZ, ALEXIS					
057164	SCHULTZ, ALEXIS	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-431 W CEN	\$209.48
CHECK # 057164	SCHULTZ, ALEXIS					\$209.48
CHECK # 057165	SCOTT, WILLIAM					
057165	SCOTT, WILLIAM	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-425 N GROV	\$68.15
CHECK # 057165	SCOTT, WILLIAM					\$68.15
CHECK # 057167	STATTELMAN, TINA					
057167	STATTELMAN, TINA	ELECTRIC FUN		Undistributed Receipts	REFUND DEPOSIT-220 FAIR A	\$310.89
CHECK # 057167	STATTELMAN, TINA					\$310.89
CHECK # 057168	STULC, JEREMY					
057168	STULC, JEREMY	ELECTRIC FUN	ELECTRIC DISTRIBU	Meetings, Training, &	LINEMAN OVERHEAD SCHOOL	\$163.17
CHECK # 057168	STULC, JEREMY					\$163.17
CHECK # 057169	THUL SPECIALTY CONTRACTING INC					
057169	THUL SPECIALTY CONT	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	MANHOLE REHAB-HOWE, MCL	\$13,100.00
CHECK # 057169	THUL SPECIALTY CONTRACTING INC					\$13,100.00
CHECK # 057170	MATTSON, KEN					
057170	MATTSON, KEN	WATER FUND	WATER ADMINISTR	Uniforms	SAFETY BOOTS	\$128.43
057170	MATTSON, KEN	SEWER FUND	SEWER ADMINISTR	Uniforms	SAFETY BOOTS	\$209.55
CHECK # 057170	MATTSON, KEN					\$337.98
CHECK # 057173	WATER CONSERVATION SERVICE INC					
057173	WATER CONSERVATION	WATER FUND	WATER DISTRIBUTI	Professional Services -	ANNL WATER LEAK SURVEY &	\$2,300.00

**CITY OF MORA
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 057173	WATER CONSERVATION SERVICE INC					\$2,300.00
CHECK # 057179	MIDCO					
057179	MIDCO	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	PHONE/INTERNET	\$127.44
057179	MIDCO	WATER FUND	WATER ADMINISTR	Telephone	PHONE/INTERNET	\$180.38
057179	MIDCO	SEWER FUND	SEWER ADMINISTR	Telephone	INTERNET	\$270.00
CHECK # 057179	MIDCO					\$577.82
CHECK # 057181	MN MUNICIPAL UTILITIES ASSN					
057181	MN MUNICIPAL UTILITI	ELECTRIC FUN	ELECTRIC DISTRIBU	Meetings, Training, &	APPRENTICE LINEWORKER DE	\$1,750.00
CHECK # 057181	MN MUNICIPAL UTILITIES ASSN					\$1,750.00
CHECK # 057182	QUADIENNT FINANCE USA, INC					
057182	QUADIENNT FINANCE US	ELECTRIC FUN	ELECTRIC ADMINIST	Postage	REFILL POSTAGE MACHINE	\$375.00
057182	QUADIENNT FINANCE US	WATER FUND	WATER ADMINISTR	Postage	REFILL POSTAGE MACHINE	\$150.00
057182	QUADIENNT FINANCE US	SEWER FUND	SEWER ADMINISTR	Postage	REFILL POSTAGE MACHINE	\$150.00
CHECK # 057182	QUADIENNT FINANCE USA, INC					\$675.00
CHECK # 057184	TOTAL CONTROL SYSTEMS, INC.					
057184	TOTAL CONTROL SYSTE	SEWER FUND	QUAMBA COLLECTI	Repair/Maint - Bldg &	QUAMBA INTERNET ACCESS, N	\$1,131.11
CHECK # 057184	TOTAL CONTROL SYSTEMS, INC.					\$1,131.11
CHECK # 057185	VERIZON WIRELESS					
057185	VERIZON WIRELESS	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	CELL/IPAD	\$161.03
057185	VERIZON WIRELESS	WATER FUND	WATER ADMINISTR	Telephone	CELL/IPAD	\$48.50
057185	VERIZON WIRELESS	SEWER FUND	SEWER ADMINISTR	Telephone	CELL/IPAD	\$73.27
CHECK # 057185	VERIZON WIRELESS					\$282.80
CHECK # 057186	ACE HARDWARE					
057186	ACE HARDWARE	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	LOCATOR BATTERY & PAINT	\$30.97
057186	ACE HARDWARE	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Substation E	DISTILLED WATER FOR SUBST	\$10.74
057186	ACE HARDWARE	SEWER FUND	WASTEWATER TREA	Cleaning Supplies	LYSOL & SOAP	\$27.54
057186	ACE HARDWARE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	GAS METER BATTERIES	\$13.99
057186	ACE HARDWARE	SEWER FUND	WASTEWATER TREA	Small Tools & Equipm	SAW BLADE SET	\$15.99
CHECK # 057186	ACE HARDWARE					\$99.23
CHECK # 057188	ARAMARK					
057188	ARAMARK	SEWER FUND	WASTEWATER TREA	Other Operating Suppl	WWTP RUGS	\$98.51
CHECK # 057188	ARAMARK					\$98.51
CHECK # 057190	BEAUDRY PROPANE					
057190	BEAUDRY PROPANE	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	LFG OIL	\$5,234.00
CHECK # 057190	BEAUDRY PROPANE					\$5,234.00
CHECK # 057193	CINTAS					
057193	CINTAS	ELECTRIC FUN	GENERATION & PO	Other Operating Suppl	MATS, MOPS	\$52.82
CHECK # 057193	CINTAS					\$52.82
CHECK # 057195	DAKOTA SUPPLY GROUP INC					
057195	DAKOTA SUPPLY GROUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	ELECT PANELS & GROUND SLE	\$4,683.57
057195	DAKOTA SUPPLY GROUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	RETURNED HIGH SCHOOL URD	-\$2,656.69
057195	DAKOTA SUPPLY GROUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH DISTR TOOLS	\$313.54
057195	DAKOTA SUPPLY GROUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD DISTR TOOLS	\$313.53
CHECK # 057195	DAKOTA SUPPLY GROUP INC					\$2,653.95
CHECK # 057196	DGR ENGINEERING					

**CITY OF MORA
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
057196	DGR ENGINEERING	ELECTRIC FUN	ELECTRIC DISTRIBU	Engineering	NEW HIGH SCHOOL ENGINEER	\$59.00
057196	DGR ENGINEERING	ELECTRIC FUN	ELECTRIC DISTRIBU	Engineering	2021 POLE REPLACEMENT	\$198.00
057196	DGR ENGINEERING	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	ELECTRIC SYSTEM STUDY	\$4,469.60
CHECK # 057196 DGR ENGINEERING						\$4,726.60
CHECK # 057197 EAST CENTRAL ENERGY-ECE SERV						
057197	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	ECE Services	AUG TOLL FREE CHARGES	\$4.67
057197	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	ECE Services	SEPT DISPATCH SERVICES	\$197.67
057197	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	ECE Services	SEPT LABOR & EQ	\$537.00
057197	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD WINDOW TYPE CT'S FOR	\$514.17
CHECK # 057197 EAST CENTRAL ENERGY-ECE SERV						\$1,253.51
CHECK # 057198 EAST CENTRAL ENERGY-ELECT						
057198	EAST CENTRAL ENERGY	SEWER FUND	SEWER LIFT STATIO	Electricity	ELECTRICITY	\$109.44
CHECK # 057198 EAST CENTRAL ENERGY-ELECT						\$109.44
CHECK # 057201 FERGUSON WATERWORKS						
057201	FERGUSON WATERWOR	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	ELECTRIC MARKING PAINT	\$108.00
057201	FERGUSON WATERWOR	WATER FUND		Inventory Materials/S	ERT WATER METERS FOR QUA	\$613.29
057201	FERGUSON WATERWOR	WATER FUND		Inventory Materials/S	WATER METER & FLANGE KIT	\$1,064.71
057201	FERGUSON WATERWOR	WATER FUND		Inventory Materials/S	12 WATER METERS	\$2,400.00
057201	FERGUSON WATERWOR	WATER FUND		Inventory Materials/S	ERT WATER METERS	\$613.29
057201	FERGUSON WATERWOR	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	WATE DISTR COUPLINGS	\$2,437.40
CHECK # 057201 FERGUSON WATERWORKS						\$7,236.69
CHECK # 057202 FREEDOM MAILING SERVICES INC						
057202	FREEDOM MAILING SER	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	NEWSLETTER	\$10.32
057202	FREEDOM MAILING SER	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	BE BRIGHT FLYERS	\$22.93
057202	FREEDOM MAILING SER	ELECTRIC FUN	ELECTRIC ADMINIST	Cust UB/Collection	BILL PROCESSING	\$473.84
057202	FREEDOM MAILING SER	WATER FUND	WATER ADMINISTR	Cust UB/Collection	BILL PROCESSING	\$236.93
057202	FREEDOM MAILING SER	WATER FUND	WATER ADMINISTR	Professional Services -	NEWSLETTER	\$5.16
057202	FREEDOM MAILING SER	SEWER FUND	SEWER ADMINISTR	Professional Services -	NEWSLETTTER	\$5.16
057202	FREEDOM MAILING SER	SEWER FUND	SEWER ADMINISTR	Cust UB/Collection	BILL PROCESSING	\$236.93
CHECK # 057202 FREEDOM MAILING SERVICES INC						\$991.27
CHECK # 057203 GOPHER STATE ONE-CALL INC						
057203	GOPHER STATE ONE-CA	ELECTRIC FUN	ELECTRIC DISTRIBU	Professional Services -	SEPT LOCATES	\$78.98
057203	GOPHER STATE ONE-CA	WATER FUND	WATER DISTRIBUTI	Professional Services -	SEPT LOCATES	\$78.97
057203	GOPHER STATE ONE-CA	SEWER FUND	SEWER COLLECTION	Professional Services -	SEPT LOCATES	\$78.97
CHECK # 057203 GOPHER STATE ONE-CALL INC						\$236.92
CHECK # 057204 GRAINGER, INC						
057204	GRAINGER, INC	ELECTRIC FUN	GENERATION & PO	Maint of Structure	BOILER RPR PARTS	\$42.89
057204	GRAINGER, INC	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	TRANSFORMER GUARDS	\$88.93
CHECK # 057204 GRAINGER, INC						\$131.82
CHECK # 057205 GRANITE CITY JOBBING						
057205	GRANITE CITY JOBBING	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	PUBLIC POWER WEEK OPEN H	\$84.25
CHECK # 057205 GRANITE CITY JOBBING						\$84.25
CHECK # 057207 HAWKINS, INC						
057207	HAWKINS, INC	WATER FUND	WATER TREATMENT	Chemicals	CHEMICALS	\$5,173.37
CHECK # 057207 HAWKINS, INC						\$5,173.37
CHECK # 057208 IRBY TOOL & SAFETY						
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD PHASING METER	\$680.64

CITY OF MORA
CHECK LIST-PUC

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH PHASING METER	\$680.65
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD DISTR PARTS	\$2,517.78
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	XFRMR TESTER	\$559.44
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH LINE COVER	\$221.00
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH MOUNTING BRACKETS	\$199.50
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	RETURNED GLOVE COVERS	-\$31.15
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD SECONDARY WIRE COVE	\$501.91
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH DISTR TOOLS	\$167.56
057208	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD DISTR TOOLS	\$167.57
CHECK # 057208 IRBY TOOL & SAFETY						\$5,664.90
CHECK # 057209 JOHNSONS HARDWARE & RENTAL						
057209	JOHNSONS HARDWARE	ELECTRIC FUN	GENERATION & PO	Maint of Gen Equip	ENGINE FUEL LINE RPR PARTS	\$90.96
057209	JOHNSONS HARDWARE	WATER FUND	WATER TREATMENT	Miscellaneous	PRESSURE WASHER RENTAL	\$120.00
057209	JOHNSONS HARDWARE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	MANHOLE RPR CEMENT	\$13.96
057209	JOHNSONS HARDWARE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	SOAP & TANK RPR PARTS	\$103.44
057209	JOHNSONS HARDWARE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	VACTOR RPR PARTS	\$18.97
057209	JOHNSONS HARDWARE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	COVID SAMPLE BAGS & TAPE	\$38.94
CHECK # 057209 JOHNSONS HARDWARE & RENTAL						\$386.27
CHECK # 057211 KADLEC EXCAVATING						
057211	KADLEC EXCAVATING	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	BACKHOE HOWE AVE FOR WA	\$390.00
CHECK # 057211 KADLEC EXCAVATING						\$390.00
CHECK # 057212 KANABEC CO AUDITOR/TREASURER						
057212	KANABEC CO AUDITOR/	ELECTRIC FUN		Accounts Payable	SEPTEMBER JAIL ENERGY MG	\$545.00
CHECK # 057212 KANABEC CO AUDITOR/TREASURER						\$545.00
CHECK # 057214 KWIK TRIP - GAS PURCHASES						
057214	KWIK TRIP - GAS PURC	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	FUEL	\$27.17
057214	KWIK TRIP - GAS PURC	ELECTRIC FUN	GENERATION & PO	Motor Fuels	FUEL	\$27.18
057214	KWIK TRIP - GAS PURC	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	FUEL	\$312.81
057214	KWIK TRIP - GAS PURC	WATER FUND	WATER DISTRIBUTI	Motor Fuels	FUEL	\$157.10
057214	KWIK TRIP - GAS PURC	WATER FUND	WATER DISTRIBUTI	Motor Fuels	FUEL	\$6.11
057214	KWIK TRIP - GAS PURC	SEWER FUND	SEWER COLLECTION	Motor Fuels	FUEL	\$312.12
057214	KWIK TRIP - GAS PURC	SEWER FUND	WASTEWATER TREA	Motor Fuels	FUEL	\$41.88
CHECK # 057214 KWIK TRIP - GAS PURCHASES						\$884.37
CHECK # 057215 LOCATORS & SUPPLIES INC						
057215	LOCATORS & SUPPLIES	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	LOCATOR	\$4,666.52
CHECK # 057215 LOCATORS & SUPPLIES INC						\$4,666.52
CHECK # 057220 MN ENERGY RESOURCES CORP						
057220	MN ENERGY RESOURCE	ELECTRIC FUN	GENERATION & PO	Generation Exp	NATURAL GAS-GENERATION	\$60.27
057220	MN ENERGY RESOURCE	ELECTRIC FUN	GENERATION & PO	Natural Gas - Heat	NATURAL GAS-BOILER	\$203.67
057220	MN ENERGY RESOURCE	WATER FUND	WATER SUPPLY	Natural Gas - Heat	NATURAL GAS	\$20.00
057220	MN ENERGY RESOURCE	WATER FUND	WATER TREATMENT	Natural Gas - Heat	NATURAL GAS	\$50.14
057220	MN ENERGY RESOURCE	SEWER FUND	WASTEWATER TREA	Natural Gas - Heat	NATURAL GAS	\$55.83
CHECK # 057220 MN ENERGY RESOURCES CORP						\$389.91
CHECK # 057222 NORTHERN STATES SUPPLY						
057222	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	OH DISTR TOOL BAG	\$74.83
057222	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	LOCATING PAINT	\$62.54
CHECK # 057222 NORTHERN STATES SUPPLY						\$137.37
CHECK # 057224 OAK GALLERY & FRAME SHOP						

CITY OF MORA
CHECK LIST-PUC

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
057224	OAK GALLERY & FRAME	ELECTRIC FUN	ELECTRIC DISTRIBU	Postage	URD TESTER RETURN SHIPPIN	\$28.88
CHECK # 057224 OAK GALLERY & FRAME SHOP						\$28.88
CHECK # 057225 OFFICE DEPOT						
057225	OFFICE DEPOT	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	OFFICE SUPPLIES	\$14.98
CHECK # 057225 OFFICE DEPOT						\$14.98
CHECK # 057228 OXYGEN SERVICE CO, INC						
057228	OXYGEN SERVICE CO, I	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	LFG NITROGEN CYLINDER REN	\$11.83
057228	OXYGEN SERVICE CO, I	ELECTRIC FUN	GENERATION & PO	Repair/Maint - Bldg &	OXYGEN CYLINDER RENTAL	\$27.60
057228	OXYGEN SERVICE CO, I	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Substation E	SUBST CYLINDER RENTAL	\$47.87
057228	OXYGEN SERVICE CO, I	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	CARB DIOX CYLINDER RENTAL	\$10.50
CHECK # 057228 OXYGEN SERVICE CO, INC						\$97.80
CHECK # 057229 QUALITY DISPOSAL						
057229	QUALITY DISPOSAL	ELECTRIC FUN	GENERATION & PO	Garbage Removal	GARBAGE	\$75.00
057229	QUALITY DISPOSAL	SEWER FUND	WASTEWATER TREA	Garbage Removal	GARBAGE	\$163.80
CHECK # 057229 QUALITY DISPOSAL						\$238.80
CHECK # 057230 R & G WALDHALM CONTRACTORS INC						
057230	R & G WALDHALM CONT	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	PLOW, BORE, TRENCH NEW U	\$26,106.28
CHECK # 057230 R & G WALDHALM CONTRACTORS INC						\$26,106.28
CHECK # 057234 RMB ENVIRONMENTAL LABS INC						
057234	RMB ENVIRONMENTAL	WATER FUND	WATER TREATMENT	Professional Services -	LAB TESTING	\$65.00
057234	RMB ENVIRONMENTAL	SEWER FUND	WASTEWATER TREA	Professional Services -	LAB TESTING	\$1,051.00
CHECK # 057234 RMB ENVIRONMENTAL LABS INC						\$1,116.00
CHECK # 057239 UPPER CASE PRINTING INK						
057239	UPPER CASE PRINTING	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	NEWSLETTER	\$209.15
057239	UPPER CASE PRINTING	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	BE BRIGHT FLYER	\$42.34
057239	UPPER CASE PRINTING	WATER FUND	WATER ADMINISTR	Professional Services -	NEWSLETTER	\$104.57
057239	UPPER CASE PRINTING	SEWER FUND	SEWER ADMINISTR	Professional Services -	NEWSLETTER	\$104.57
CHECK # 057239 UPPER CASE PRINTING INK						\$460.63
CHECK # 057242 WINDSTREAM						
057242	WINDSTREAM	SEWER FUND	SEWER ADMINISTR	Telephone	TELEPHONE	\$128.05
CHECK # 057242 WINDSTREAM						\$128.05
						\$586,077.03



MORA MUNICIPAL UTILITIES
PUBLIC UTILITIES COMMISSION CHECK LIST

THE SEPTEMBER/OCTOBER 2021 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

CHAIRMAN

COMMISSION MEMBER

COMMISSION MEMBER

SECRETARY



MEMORANDUM

Date: October 18, 2021
 To: Public Utilities Commission
 From: Lindy Crawford, Public Utilities General Manager
 Natasha Segelstrom, Administrative Services Director
 RE: Proposed 2022 Budget and Utility Rates

SUMMARY

Staff prepared the proposed 2022 utility budgets for review and consideration. At this time staff is proposing no utility rate increases for 2022 for electric, water, and sewer.

BACKGROUND INFORMATION

Attached for review and consideration are the proposed 2022 utility budgets. Significant factors resulting in a proposed electric rate increase include:

Significant Expenditure changes in 2022

1. 2.5% COLA salary increase.
2. 9% health insurance increase.
3. An increase in workers’ comp. insurance, uniforms, meetings and training, electric fuel oil, and landfill expenses.
4. The addition of two electric line workers. The electric plant/line supervisor is still budgeted for as well.
5. An increase in electric engineering expenses and overhead and underground line maintenance.
6. A decrease in electric professional services.
7. The \$190,000 transfer to the City is still budgeted for in the Electric Fund.

Significant Revenue changes in 2022

1. Interest, dividends and penalties continue to generate less revenue.
2. A slight increase in electric property and WAC and SAC revenue.

Capital Improvement Plan

In addition to the operating budget MMU has a capital improvement plan (CIP). Prior to 2020, we had not replaced some capital assets and/or equipment necessary to provide services and complete projects. Because of this we are still faced with playing “catch up”. Items that are included in the CIP for 2022 are as follows:

- North Grove St. reconstruction project (not yet formally approved by the City Council)
- 4.16 kV NE Electric Feeder conversion
- Electric pole replacement project (ongoing)
- Electric overhead tree maintenance (ongoing)
- Electric service truck replacement
- WWTP aeration blower
- Main lift station pump addition

In order to keep utility rate increases at zero staff is proposing to use reserve funds from each fund.

- From Electric \$768,273 to offset costs in the electric fund.

Memorandum

- From Water \$71,794 to offset costs in the water fund.
- From Sewer \$317,325 to offset costs in the sewer fund.

OPTIONS & IMPACTS

1. Review and amend the 2022 proposed budget and utility rates.
 - a. Suggest areas/projects that could be increased/decreased for 2022. Increasing line items may increase utility rates. Decreasing line items does not eliminate them from future budget years. Rather, it puts more burden on future budget years resulting in larger utility rate increases in the future.
2. Review and recommend approval of the 2022 proposed budget and utility rates.
 - a. Formal approval may occur at this PUC meeting or it may wait until the December meeting.

RECOMMENDATIONS

Review and discuss the 2022 proposed budget, utility rates, and direct staff appropriately.

Attachments

Preliminary Budget Expenditures
Preliminary Budget Revenues
Capital Improvement Plan
Current Fund Balance Graphs



CITY OF MORA

Preliminary Budget - Revenue - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 651 ELECTRIC FUND							
Dept 49530 ELECTRIC ADMIN	\$6,093,973.90	\$5,927,828.00	\$5,562,308.13	\$6,098,216.00	\$4,863,266.70	\$6,081,050.00	-\$17,166.00
FUND 651 ELECTRIC FUND	\$6,093,973.90	\$5,927,828.00	\$5,562,308.13	\$6,098,216.00	\$4,863,266.70	\$6,081,050.00	-\$17,166.00



CITY OF MORA

Preliminary Budget - Revenue - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 652 WATER FUND							
Dept 49440 WATER ADMINIST	\$822,238.12	\$952,650.00	\$827,414.26	\$791,278.00	\$678,371.17	\$787,544.00	-\$3,734.00
FUND 652 WATER FUND	\$822,238.12	\$952,650.00	\$827,414.26	\$791,278.00	\$678,371.17	\$787,544.00	-\$3,734.00



CITY OF MORA

Preliminary Budget - Revenue - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 653 SEWER FUND							
Dept 49490 SEWER ADMINIST	\$1,208,536.27	\$1,065,400.00	\$1,136,779.21	\$1,072,725.00	\$874,446.33	\$1,075,778.00	\$3,053.00
FUND 653 SEWER FUND	\$1,208,536.27	\$1,065,400.00	\$1,136,779.21	\$1,072,725.00	\$874,446.33	\$1,075,778.00	\$3,053.00



CITY OF MORA

Preliminary Budget - Revenue - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
	\$8,124,748.29	\$7,945,878.00	\$7,526,501.60	\$7,962,219.00	\$6,416,084.20	\$7,944,372.00	-\$17,847.00



CITY OF MORA

Preliminary Budget - Expenditures - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 651 ELECTRIC FUND							
Dept 49510 GENERATION &	\$4,082,872.36	\$4,695,631.00	\$3,932,515.38	\$4,678,397.00	\$3,055,059.75	\$4,748,394.00	\$69,997.00
Dept 49515 LANDFILL GENE	\$98,519.96	\$101,931.00	\$90,383.76	\$99,148.00	\$68,404.59	\$123,355.00	\$24,207.00
Dept 49520 ELECTRIC DISTR	\$314,331.94	\$451,073.00	\$412,548.30	\$477,141.00	\$407,539.15	\$691,998.00	\$214,857.00
Dept 49530 ELECTRIC ADMI	\$707,265.63	\$767,278.00	\$578,764.55	\$635,759.00	\$363,376.09	\$954,576.00	\$318,817.00
FUND 651 ELECTRIC FUND	\$5,202,989.89	\$6,015,913.00	\$5,014,211.99	\$5,890,445.00	\$3,894,379.58	\$6,518,323.00	\$627,878.00



CITY OF MORA

Preliminary Budget - Expenditures - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 652 WATER FUND							
Dept 49410 WATER SUPPLY	\$18,965.76	\$64,545.00	\$35,608.18	\$57,604.00	\$24,306.51	\$28,465.00	-\$29,139.00
Dept 49420 WATER TREATME	\$99,942.02	\$123,168.00	\$94,889.23	\$122,978.00	\$79,787.45	\$115,143.00	-\$7,835.00
Dept 49430 WATER DISTRIB	\$117,300.26	\$80,449.00	\$106,192.98	\$78,673.00	\$72,139.64	\$74,620.00	-\$4,053.00
Dept 49440 WATER ADMINIS	\$491,056.93	\$508,531.00	\$482,359.96	\$518,125.00	\$287,634.63	\$530,065.00	\$11,940.00
FUND 652 WATER FUND	\$727,264.97	\$776,693.00	\$719,050.35	\$777,380.00	\$463,868.23	\$748,293.00	-\$29,087.00



CITY OF MORA

Preliminary Budget - Expenditures - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
FUND 653 SEWER FUND							
Dept 49460 SEWER COLLECT	\$58,785.89	\$73,192.00	\$64,663.51	\$70,457.00	\$52,048.93	\$59,378.00	-\$11,079.00
Dept 49463 QUAMBA COLLEC	\$4,069.44	\$7,864.00	\$2,797.77	\$14,022.00	\$2,586.05	\$8,110.00	-\$5,912.00
Dept 49470 SEWER LIFT STA	\$61,034.91	\$41,495.00	\$38,629.65	\$43,323.00	\$25,778.27	\$56,374.00	\$13,051.00
Dept 49480 WASTEWATER T	\$346,885.86	\$328,778.00	\$287,471.67	\$318,801.00	\$162,904.79	\$259,068.00	-\$59,733.00
Dept 49490 SEWER ADMINIS	\$675,460.96	\$696,859.00	\$669,646.09	\$681,614.00	\$383,714.98	\$697,073.00	\$15,459.00
FUND 653 SEWER FUND	\$1,146,237.06	\$1,148,188.00	\$1,063,208.69	\$1,128,217.00	\$627,033.02	\$1,080,003.00	-\$48,214.00



CITY OF MORA

Preliminary Budget - Expenditures - Utilities

Current Period: October 2021

Budget-2022

Preliminary

Last Dimension	2019 Amount	2020 Budget	2020 Amount	2021 Budget	2021 YTD Amount	2022 Budget	Diff From Current
	\$7,076,491.92	\$7,940,794.00	\$6,796,471.03	\$7,796,042.00	\$4,985,280.83	\$8,346,619.00	\$550,577.00

City of Mora, Minnesota
Capital Improvement Program
 2022 thru 2026

PROJECTS BY DEPARTMENT AND EXPENDITURE TYPE

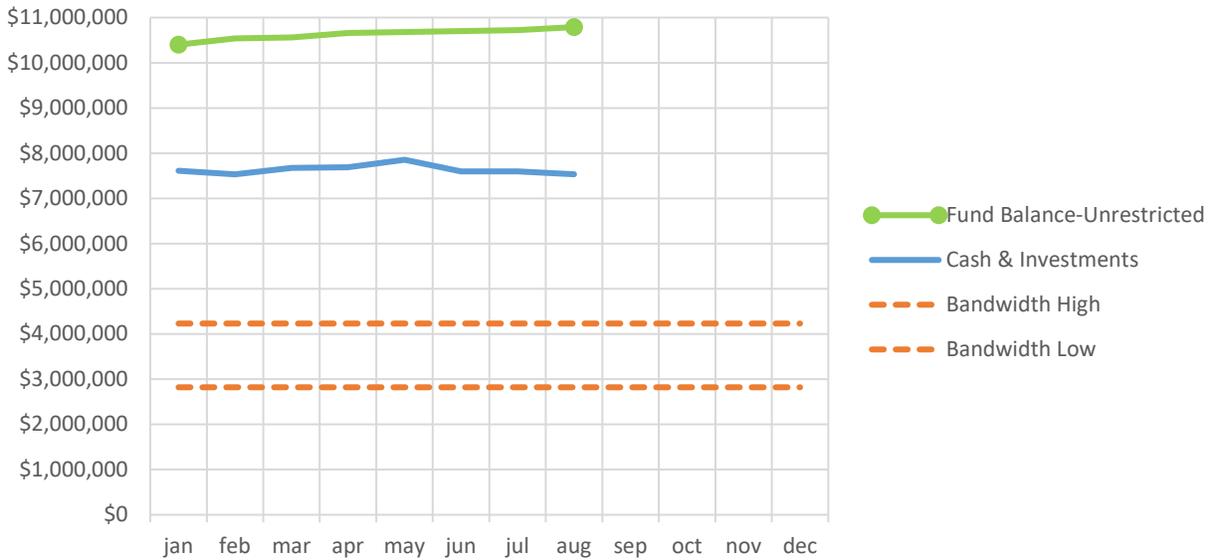
Expenditure Type <i>Department</i>	Project #	Priority	2022	2023	2024	2025	2026	Total
12600 - Electric Fixed Assets								
<i>9530 - Electric</i>								
Elec Dept Bucket Truck Replacement	9530-2019-01	3				140,000		140,000
Elec Dept Service Truck Replacement	9530-2019-03	3	41,000					41,000
Elec Dept Service Truck Replacement	9530-2019-04	3			38,000			38,000
Customer Electric Meter Replacements	9530-2019-06	4					150,000	150,000
Power Plant Windows Replacement	9530-2019-08	3					70,000	70,000
Power Plant Yard Improvements	9530-2019-10	3		30,000				30,000
Electric Pole Replacement Project	9530-2020-01	1	100,000	160,000	75,000			335,000
Electric Vehicle Charging Station	9530-2021-03	5					50,000	50,000
Phase 1 - 4.16 kV NE Feeder Conversion	9530-2021-04	2	190,000					190,000
Phase 1 - 4.16 kV NW Feeder Conversion	9530-2021-05	2		2,232,500				2,232,500
Phase 1 - Hwy 65 Substation Improvements	9530-2021-06	2			133,000			133,000
<i>9530 - Electric Total</i>			331,000	2,422,500	246,000	140,000	270,000	3,409,500
12600 - Electric Fixed Assets Total			331,000	2,422,500	246,000	140,000	270,000	3,409,500
12600 - Water Fixed Assets								
<i>9000 - Joint Public Works Proj</i>								
Street Reconstruction Project - North Grove St	9000-2021-01	1	195,000					195,000
Utility Reconstruction Project - Maple Ave	9000-2021-02	1		200,000				200,000
<i>9000 - Joint Public Works Proj Total</i>			195,000	200,000				395,000
<i>9440 - Water</i>								
New Water Tower Aeration Bubbler	9440-2021-01	1		20,000				20,000
<i>9440 - Water Total</i>				20,000				20,000
<i>9490 - Sewer</i>								
Water/Sewer Service Truck Replacement	9490-2019-02	4		20,000				20,000
Water/Sewer Service Truck Replacement	9490-2019-03	4			20,000			20,000
Water/Sewer Heavy Duty Service Truck Replacement	9490-2019-05	4		52,500				52,500
<i>9490 - Sewer Total</i>				72,500	20,000			92,500
12600 - Water Fixed Assets Total			195,000	292,500	20,000			507,500
12600 - Sewer Fixed Assets								
<i>9000 - Joint Public Works Proj</i>								
Street Reconstruction Project - North Grove St	9000-2021-01	1	195,000					195,000
Utility Reconstruction Project - Maple Ave	9000-2021-02	1		200,000				200,000

Expenditure Type

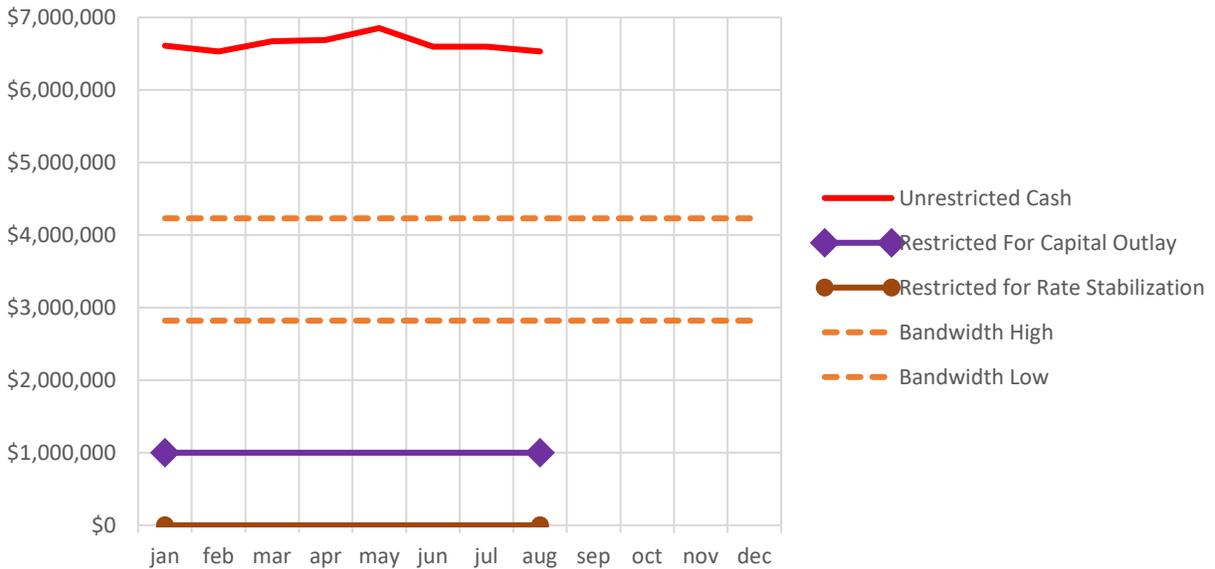
<i>Department</i>	<i>Project #</i>	<i>Priority</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>2025</i>	<i>2026</i>	<i>Total</i>
9000 - Joint Public Works Proj Total			195,000	200,000				395,000
9490 - Sewer								
Water/Sewer Service Truck Replacement	9490-2019-02	4		20,000				20,000
Water/Sewer Service Truck Replacement	9490-2019-03	4			20,000			20,000
Water/Sewer Heavy Duty Service Truck Replacement	9490-2019-05	4		52,500				52,500
Sewer Jet/Vac Truck Replacement	9490-2019-06	3				325,000		325,000
Sewer Camera Televising Trailer Replacement	9490-2019-08	3					80,000	80,000
WWTP Cold Storage Conversion	9490-2019-10	4			110,000			110,000
Sewer Lift Station (EPC) Rehabilitation	9490-2019-12	3					150,000	150,000
Aeration Blower	9490-2020-01	3	90,000					90,000
Main Lift Station Pump Addition	9490-2021-01	1	35,000					35,000
9490 - Sewer Total			125,000	72,500	130,000	325,000	230,000	882,500
12600 - Sewer Fixed Assets Total			320,000	272,500	130,000	325,000	230,000	1,277,500
531 - Maint of Overhead Lines								
9530 - Electric								
Elec Dept Overhead Tree Maintenance	9530-2019-12	2	75,000	75,000	50,000	50,000	50,000	300,000
9530 - Electric Total			75,000	75,000	50,000	50,000	50,000	300,000
531 - Maint of Overhead Lines Total			75,000	75,000	50,000	50,000	50,000	300,000
500 - Capital Outlay								
9000 - Joint Public Works Proj								
Snake River Trail/Bridge Project	9000-2020-01	1			300,000			300,000
Street Reconstruction Project - North Grove St	9000-2021-01	1	1,560,000					1,560,000
9000 - Joint Public Works Proj Total			1,560,000		300,000			1,860,000
500 - Capital Outlay Total			1,560,000		300,000			1,860,000
GRAND TOTAL			2,481,000	3,062,500	746,000	515,000	550,000	7,354,500



ELECTRIC FUND - 2021 Cash & Investments/Fund Balance

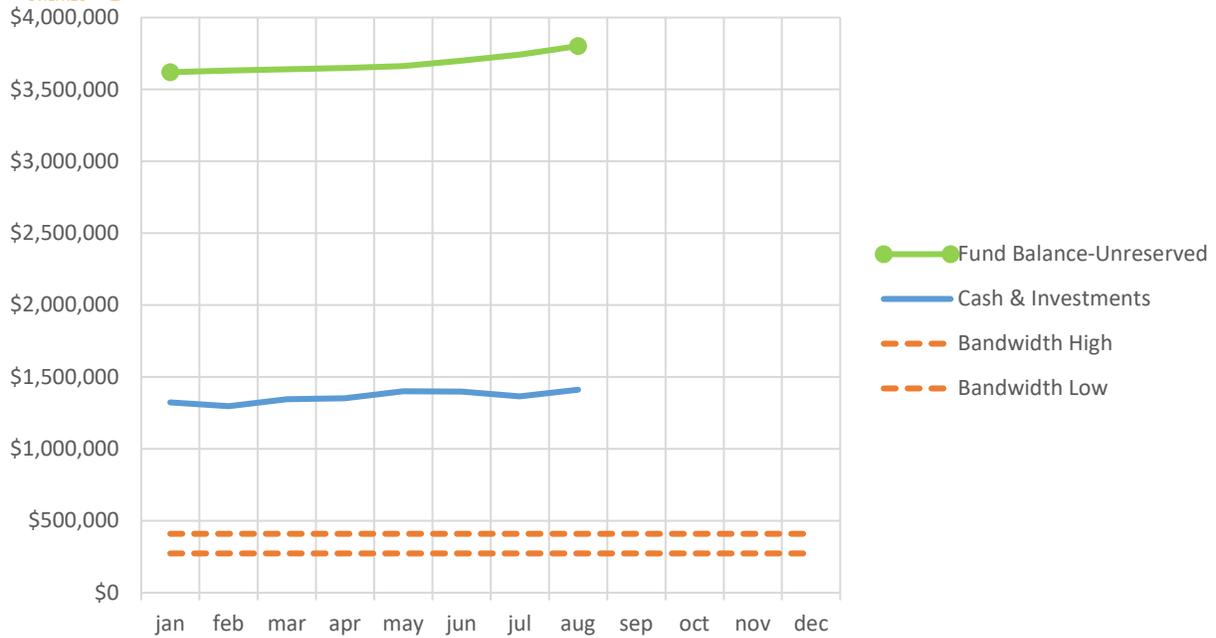


ELECTRIC FUND - 2021 Fund Balance Components Cash & Investments

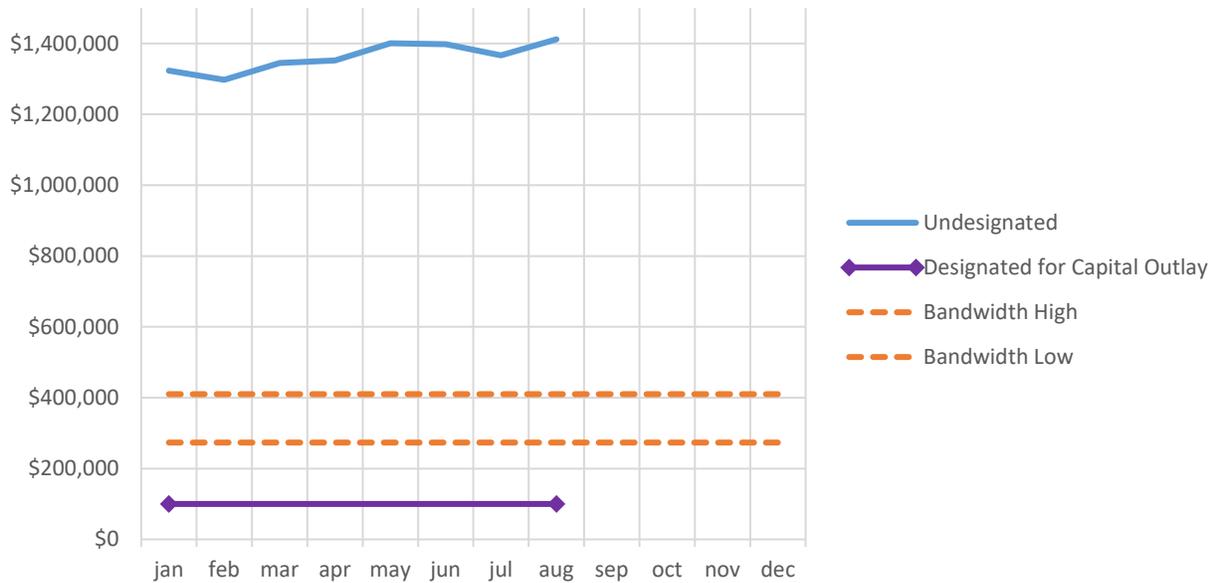




WATER FUND - 2021 Cash & Investments/Fund Balance

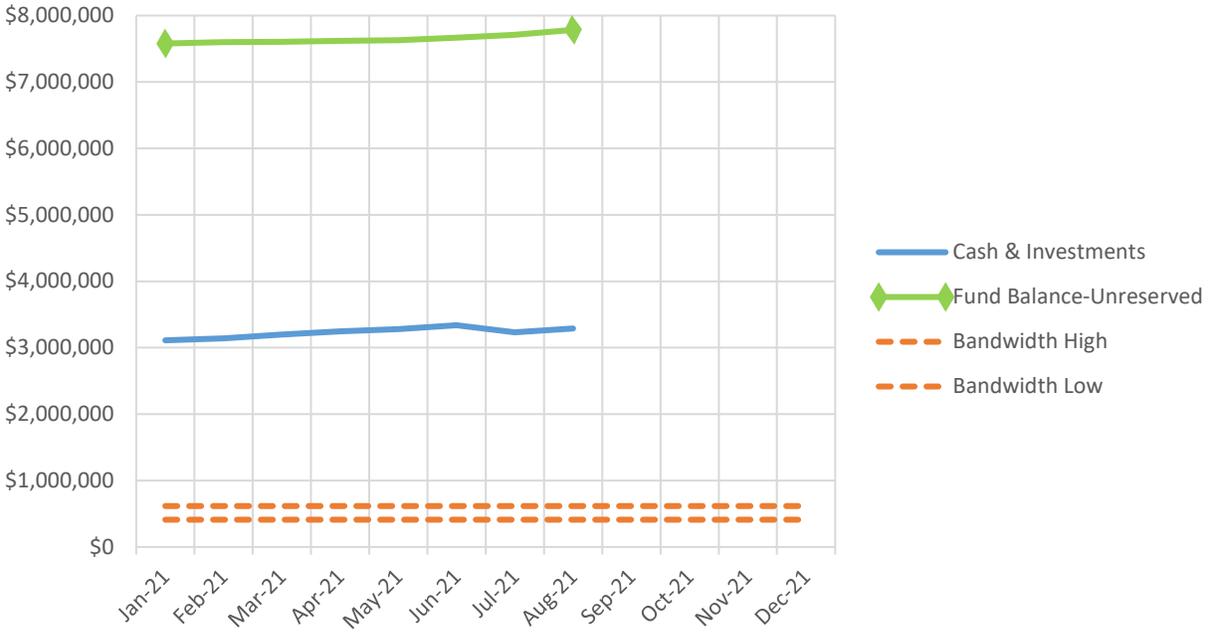


WATER FUND - 2021 Fund Balance Components Cash & Investments

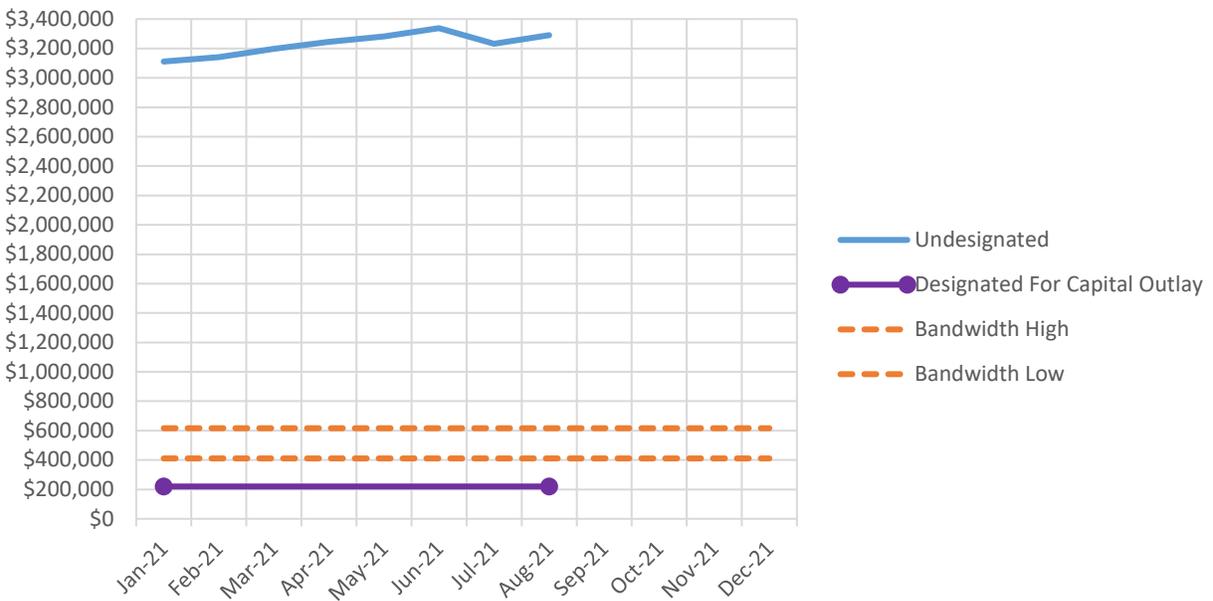




SEWER FUND - 2021 Cash & Investments/Fund Balance



SEWER FUND - 2021 Fund Balance Components Cash & Investments





MEMORANDUM

Date: October 18, 2021
To: Public Utilities Commission
From: Lindy Crawford, Public Utilities General Manager
RE: Housing & Redevelopment Authority of Mora/City of Mora Update

SUMMARY

The PUC will receive an update regarding the Housing & Redevelopment Authority of Mora (HRA) merging with the City of Mora.

BACKGROUND INFORMATION

At their September 21, 2021 regular meeting, the City Council made a final decision not to merge the HRA with the City. At the July 20, 2021 joint PUC/Council meeting and prior to a final decision being made, the PUC authorized a contribution of \$190,000 to the City to assist with staffing costs for the merger. Without the merger, the City does not need these funds. Therefore, the PUC should consider whether or not to rescind the offer, or to consider if this may be the time to implement a Payment-in-Lieu-of-Taxes (PILOT) program similar to the liquor store subsidy to the City's General Fund.

OPTIONS & IMPACTS

1. Rescind the contribution offer from the City Council.
 - a. If the \$190,000 is not necessary for the purposes granted, the PUC could authorize the Chair to rescind the contribution via a written letter.
2. Do nothing.
 - a. The funds are scheduled to be transferred from MMU's Electric Fund to the City's General Fund in 2022. If no action is taken, the funds will be transferred as previously approved.
3. Consider implementing a Payment-in-Lieu-of-Taxes (PILOT) program similar to the liquor store subsidy to the City's General Fund.
 - a. While not required, it is common for public utilities and cities to have a PILOT program in place.

RECOMMENDATIONS

Review and discuss and direct staff appropriately.

Attachments

None

**MORA MUNICIPAL UTILITIES
SANITARY SEWER RESPONSE REPORT
2021**

No.	Date	Time	Address	City sewer back-up	Home Sewage Back-up	Manholes Clear	Comments
1	Thursday, January 14, 2021	3:20 PM	847 Howe Ave	yes	No	No	Checking issue with manhole and found it to be backed up. Jetted clear. No one affected at this time.
2	Sat, January 23, 2021	3:28 PM	307 Walnut	Yes	Yes	No	Owner said there was sewage in basement. Checked downstream manhole and found line plugged. Jetted line clear. Advised owner to call city hall Monday morning. Heavy solids caused plug in line.
3	Fri, March 12, 2021	8:30 AM	600 Watkins	No	yes	yes	Home owner left email with City Hall the night before. Staff checked lines. All were clear. Advised homeowner to have service line cleaned.
4	Sun, March 28, 2021	8:50 AM	348 Watkins	No	yes	yes	Staff checked up and down stream manholes, all flowing. Advised owners to have the service line cleaned.
5	Thu, May 13, 2021	9:10 AM	812 Woodland	No	yes	yes	Manholes clear. Tv'ed mainline, found roots and paper in homeowners service line after it was cleaned. Staff jetted and flushed to help remove paper and roots from service line after it was cleaned by contractor.
6	Fri, May 14, 2021	8:35 AM	424 McLean	No	Yes	Yes	Manholes clear. Service line plugged cause water to back up when showering and doing laundry. Advised cleaning service line.
7	Sat, June 05, 2021	9:04 AM	424 Mclean	No	Yes	Yes	Manholes clear. Service line plugged. Suggested clearing line. Work for cleaning done through lake and pines. Sivic line was televised and found broken, scheduled for repair.

8	Wed, August 11, 2021	2:15 PM	507 Morrison	No	Yes	Yes	Staff checked up and down stream manholes, all flowing. Advised owners to have the service line cleaned. Cleaner was onsite, went further down service line to finish job.
9	Sat, September 04, 2021	7:45 AM	307 McLean St.	No	Yes	Yes	Staff checked up and down stream manholes, all flowing. Issue was interior plumbing. Advised cleaning to homeowner.

DCFC EV STATION QUARTERLY USAGE REPORT

JULY 1, 2021 - SEPTEMBER 30, 2021

Start Date & Time	Plug Duration (approx mins)	Charge Duration (approx mins)	Energy (kWh)	Cost
7/2/2021 7:22 PM	32	31	19.769	\$14.60
7/3/2021 12:38 PM	36	35	25.4102	\$16.10
7/5/2021 8:22 PM	17	16	11.3655	\$10.10
7/6/2021 5:15 PM	16	16	11.466	\$10.10
7/8/2021 12:33 PM	42	41	27.435	\$17.60
7/9/2021 5:51 PM	23	23	9.794	\$12.20
7/9/2021 9:35 AM	28	28	16.936	\$13.70
7/11/2021 1:35 PM	40	39	17.275	\$17.30
7/11/2021 11:22 AM	39	38	27.017	\$16.70
7/14/2021 7:04 PM	13	12	26.079	\$8.90
7/16/2021 4:51 PM	32	31	16.194	\$14.60
7/18/2021 1:43 PM	27	27	15.832	\$13.10
7/18/2021 12:51 PM	21	21	11.4624	\$11.60
7/19/2021 3:41 PM	26	26	18.9578	\$13.10
7/25/2021 11:35 AM	20	19	12.6273	\$11.00
7/31/2021 2:16 PM	52	51	33.0872	\$20.90
7/31/2021 8:24 AM	8	8	3.23	\$7.70
7/31/2021 8:00 AM	20	20	13.985	\$11.00
8/1/2021 3:10 PM	25	24	14.652	\$12.80
8/2/2021 6:16 PM	28	27	17.3995	\$13.40
8/3/2021 3:12 PM	22	22	14.9708	\$11.60
8/6/2021 8:11 PM	27	26	10.429	\$13.10
8/6/2021 3:33 PM	27	26	18.195	\$13.10
8/8/2021 4:44 PM	24	24	30.6565	\$12.50
8/8/2021 12:38 PM	29	29	13.2838	\$14.00
8/10/2021 10:21 PM	15	14	5.9018	\$9.50
8/10/2021 1:30 PM	31	30	15.187	\$14.30
8/11/2021 5:39 PM	23	23	11.7368	\$12.20
8/12/2021 7:56 PM	51	50	20.5468	\$20.30
8/14/2021 9:10 PM	18	18	13.179	\$10.40
8/16/2021 6:53 PM	19	19	11.494	\$11.00
8/19/2021 5:43 PM	27	27	12.23	\$13.40
8/20/2021 4:56 PM	16	15	10.9985	\$9.80
8/21/2021 5:37 PM	50	50	30.1255	\$20.30
8/22/2021 5:07 PM	24	24	14.6718	\$12.50
8/27/2021 4:58 PM	23	22	11.2575	\$12.20
8/28/2021 12:13 PM	63	62	33.6592	\$23.90
8/29/2021 3:58 PM	20	19	14.2338	\$11.00
8/29/2021 9:53 AM	87	86	38.2288	\$31.40
8/30/2021 12:35 PM	42	41	29.9192	\$17.60
8/31/2021 7:13 PM	13	13	6.789	\$8.90
8/31/2021 12:19 PM	21	20	13.3318	\$11.30
9/3/2021 6:21 PM	19	19	10.373	\$11.00
9/3/2021 5:54 PM	24	23	17.4462	\$12.50
9/3/2021 4:39 PM	22	22	15.616	\$11.90
9/4/2021 4:44 PM	45	44	27.509	\$18.50
9/4/2021 1:38 PM	14	14	10.283	\$9.50
9/4/2021 11:58 AM	48	30	15.9786	\$19.40
9/5/2021 5:18 PM	20	20	13.482	\$11.30
9/5/2021 1:50 PM	55	52	28.5257	\$21.50
9/6/2021 4:56 PM	15	15	10.044	\$9.80
9/10/2021 10:24 AM	24	24	9.6472	\$12.50
9/11/2021 6:06 PM	29	29	20.0675	\$14.00
9/12/2021 3:17 PM	44	44	16.513	\$18.50
9/13/2021 5:26 PM	37	37	35.4388	\$16.40
9/17/2021 5:52 PM	49	49	34.6562	\$20.00
9/19/2021 2:35 PM	53	52	37.3328	\$20.90
9/20/2021 4:06 PM	27	27	15.33	\$13.40
9/25/2021 12:11 PM	85	69	32.6525	\$30.50
9/30/2021 2:09 PM	53	52	31.5285	\$20.90

Quarterly Total	31.35	30.25	1113.42	\$873.30
	Hours	Hours	kWh	Cost

10% to ZEF
\$785.97 to be paid
to MMU

L2 EV STATION QUARTERLY USAGE REPORT
JULY 1, 2021 - SEPTEMBER 30, 2021

Start Date & Time	Plug Duration (approx hours)	Charge Duration approx (hours)	Energy (kWh)	Cost
7/2/2021 4:14 PM	1.1	1.1	12.12	\$2.19
7/5/2021 6:18 PM	0.8	0.8	5.62	\$1.65
7/8/2021 1:47 PM	3.1	3.1	36.35	\$6.30
7/10/2021 12:13 PM	0.3	0.3	1.97	\$0.59
7/11/2021 3:49 PM	0.4	0.4	2.67	\$0.80
7/12/2021 2:12 PM	2.7	2.7	30.75	\$5.35
7/12/2021 8:25 AM	1.1	1.1	12.46	\$2.23
7/15/2021 8:26 AM	3.4	3.4	38.88	\$6.73
7/16/2021 11:52 AM	1.3	1.3	5.18	\$2.69
7/18/2021 5:00 PM	0.2	0.2	1.60	\$0.35
7/18/2021 4:44 PM	0.1	0.1	0.25	\$0.13
7/19/2021 8:25 AM	7.5	4.5	49.03	\$15.01
7/28/2021 12:37 PM	0.8	0.8	5.01	\$1.56
7/28/2021 8:54 AM	4.6	4.6	53.68	\$9.27
7/30/2021 8:29 AM	1.9	1.9	21.95	\$3.85
8/3/2021 3:45 PM	0.2	0.2	1.54	\$0.40
8/4/2021 12:47 PM	3.3	3.3	38.63	\$6.70
8/7/2021 10:30 AM	1.9	1.8	11.53	\$3.76
8/10/2021 8:26 AM	4.2	4.2	48.20	\$8.48
8/11/2021 6:11 PM	0.1	0.1	0.99	\$0.28
8/13/2021 1:18 PM	3.3	2.6	29.02	\$6.50
8/14/2021 10:00 PM	0.5	0.5	5.90	\$1.02
8/14/2021 2:47 PM	0.1	0.1	1.55	\$0.27
8/15/2021 5:03 PM	1.2	1.2	7.85	\$2.42
8/15/2021 12:34 PM	0.8	0.8	8.87	\$1.62
8/24/2021 4:01 PM	0.2	0.1	1.12	\$0.42
9/22/2021 6:15 PM	0.5	0.4	1.78	\$0.94
9/25/2021 5:44 PM	0.5	0.5	2.65	\$1.06

Quarterly Total	46.3	42.1	437.1	\$92.57
	Hours	Hours	kWh	Cost

10% to ZEF
\$83.31 to be paid to MMU

Utility Billing Monthly Report Calendar Year 2021

Description	As of 1/31/2021	As of 2/28/2021	As of 3/31/2021	As of 4/30/2021	As of 5/31/2021	As of 6/30/2021	As of 7/31/2021	As of 8/31/2021	As of 9/30/2021	As of 10/31/2021	As of 11/30/2021	As of 12/31/2021
Total Account Balances	\$ 705,463.87	\$ 838,680.11	\$ 638,754.31	\$ 727,051.37	\$ 524,737.07	\$ 830,801.45	\$ 773,498.12	\$ 875,394.16	\$ 829,150.07			
Current Period	\$ 550,107.03	\$ 669,489.60	\$ 484,941.07	\$ 594,147.47	\$ 387,789.93	\$ 690,118.05	\$ 628,937.31	\$ 726,993.67	\$ 665,896.60			
1 Period Overdue	\$ 29,860.88	\$ 37,597.29	\$ 31,120.64	\$ 18,432.55	\$ 30,218.69	\$ 24,473.90	\$ 25,044.75	\$ 22,860.76	\$ 33,365.29			
2 Periods Overdue	\$ 8,883.94	\$ 16,142.17	\$ 8,959.81	\$ 10,881.69	\$ (381.13)	\$ 11,405.16	\$ 6,611.86	\$ 5,803.05	\$ 5,234.54			
3 Periods Overdue	\$ 116,610.92	\$ 115,451.05	\$ 113,732.79	\$ 103,589.66	\$ 107,109.58	\$ 104,585.98	\$ 112,869.35	\$ 119,736.68	\$ 124,594.26			
Total Penalty Balances on Accounts	\$ 8,647.92	\$ 10,826.67	\$ 6,257.44	\$ 6,504.45	\$ 7,606.26	\$ 8,447.95	\$ 10,694.29	\$ 13,571.98	\$ 16,646.77			
Past Due/Disconnection Notices Mailed (customer 30 days or more past due and missed payment on arrangements) *	55	51	73	53	53	58	52	51	48			
Utility Disconnects	2	0	4	2	6	8	10	3	3			
Missed Payments on Payment Agreement	2	0	2	1	3	1	1	1	1			
No Response to Past Due/Disc Notice/Door Tag	0	0	2	1	3	7	9	2	2			

* Does not include Quamba residents and water only accounts.

COMMENTS:

Credit balance for '3 Periods Overdue' is due to pre-payment on accounts, energy assistance, and a solar connection credits.

**Quarterly Utility Account Adjustments Report
For Adjustments \$50.00 or higher**

July 1, 2021 – September 30, 2021

DATE	SERVICE	QTY	AMOUNT	NOTES
MM YYYY				
	No new adjustments to report			