



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

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

Tuesday, July 21, 2020

3:00 PM

Mora Fire 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 – June 15, 2020
  - b. June 2020 Claims
  - c. J. Prokosch (Bliss) Probationary Period Release
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. RV Dump Station Discussion
8. **Old Business**
  - a. Sanitary Sewer and Well Exemption Request – Glenn & Nina Peterson
  - b. Petroleum Storage Tank Release Site – Jerry’s Bait Shop
9. **Communications**
  - a. Utility Billing Monthly Report – June 2020
  - b. Utility Billing Adjustments Report – June 2020
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, June 15, 2020 via a public Web-Ex virtual meeting.

2. **Roll Call:** Present: Commissioners Greg Ardner, Brett Baldwin, and Ryan Christianson  
Absent: none  
Staff Present: Utilities General Manager Crawford, Public Works Director Kohlgraf, Utility Billing Clerk Bliss, City Accountant King, Community Development Director Thorp and Deputy City Clerk Yoder
3. **Adopt Agenda:** MOTION made by Baldwin, seconded by Christianson, voted by roll call:  
Aye: Baldwin, Christianson, and Ardner  
Nay: none  
Motion was unanimously carried to approve the agenda as presented.
4. **Consent Agenda:** MOTION made by Baldwin, seconded by Christianson, voted by roll call:  
Aye: Baldwin, Christianson, and Ardner  
Nay: none  
Motion was unanimously carried to approve the consent agenda as presented.
  - a. Regular Meeting Minutes – May 18, 2020
  - b. May 2020 Claims
5. **Open Forum:** Kevin Wojhan, 348 Union Street South, requested the commissioners reopen the city Recreational Vehicle dump site located at the Fairgrounds and voiced support for action to get it open.
6. **Special Business:** There was no special business to discuss.
7. **New Business:**
  - a. **Sanitary Sewer Manhole Rehabilitation:** Kohlgraf presented a request for approval to rehabilitate four sanitary sewer manholes on Union Street South; \$30,000 was budgeted for the project. MOTION made by Baldwin, seconded by Christianson, voted on by roll call:  
Ayes: Baldwin, Christianson, and Ardner  
Nays: none  
Motion was unanimously carried to approve the quote from Thul Specialty Contracting for the rehabilitation of four sanitary sewer manholes, not to exceed \$21,800.
  - b. **Utility Penalty & Disconnect Measures During COVID-19:** Crawford explained the COVID-19 pandemic emergency could have financially impacted residents, because of this and in accordance with the Minnesota State Public Utilities Commission, Mora Municipal Utilities had not imposed disconnections or penalties to electric and water utility bills since mid-March 2020; during that period penalties had significantly increased. MOTION Made by Christianson, seconded by Baldwin, voted on by roll call:  
Ayes: Baldwin, Christianson, and Ardner  
Nays: none  
Motion was unanimously carried to proceed with resuming penalties on August 1, 2020, to extend the terms of payment arrangements to six months until the emergency pandemic was lifted, and to begin disconnections after three failed attempts to enter into a payment arrangement with delinquent utility account customers.

- c. Wastewater Treatment Plant Financing Discussion:** Crawford recounted May of 2015, when a project to build the wastewater treatment plant (WWTP) was financed by a loan and grants from the Minnesota Public Facilities Authority (PFA). PFA granted two extensions to MMU from the original financing agreement due to the reed bed's lack of establishment, to which MMU withheld the final disbursement of \$20,000 to Gridor. PFA recently communicated a desire to discontinue future disbursements. Crawford expounded that if MMU provided the written statement as requested by PFA, the project would not be closed, however the remaining \$20,000 due to Gridor would not be reimbursable to MMU.

Kohlgraf reported receiving some guidance by Construction Wetlands Group (CWG) to get the reed beds established.

Greg Anderson of SEH explained Gridor was bound to the agreement because CWG was the only company with the required native reeds, however the state of Minnesota has recently been pulling back on the native reed requirements.

Baldwin questioned the connection of \$20,000 to Gridor for the reed beds. Discussion ensued regarding litigation for the reed beds and while it should not be considered a top priority, it may be necessary.

MOTION made by Baldwin, seconded by Christianson, voted on by roll call:

Ayes: Baldwin, Christianson, and Ardner

Nays: none

Motion was unanimously carried to direct staff to send a written statement to PFA stating MMU no longer intended to request loan disbursements.

## 8. Old Business:

- a. Sanitary Sewer and Well Exemption Request – Glenn & Nina Peterson:** The discussion from the May meeting was taken from the table and continued regarding the private well and sewer exemption request by Glenn and Nina Peterson of 300 Little Ranches Road. The Petersons each expressed areas of concern both agreeing on the risk of inadequate functioning of equipment covering 1,100 feet to reach city infrastructure, in addition to a potential risk of continued issues and repairs at the Peterson's expense due to inadequate infrastructure. The Petersons reiterated local contractors advised against it because the service line was too long.

Baldwin maintained the possibility of operating issues, cited a hardship needed to exist according to city code, stressed the distance needed to connect to city infrastructure was ten times that of the average service line length, and stated it appeared out of the ordinary and if it wasn't a hardship then what was.

Christianson reported visiting the property and explained the house was set way back from the property line and thought it was an outlier property with no similar property in city limits, therefore not setting a precedent.

Kohlgraf responded to a question stating standard city pipe used was four inches, the Petersons would have a one and one-half-inch pipe with a lift station; a smaller system would not completely flush the service line out.

Ardner reiterated seeing the issues and the potential hardship and stated if it cost the Petersons more money, it did not fall on the city's responsibility.

Greg Anderson of SEH confirmed the length may be feasible but agreed with the three contractor's recommendations against the service line installment and stated if the water didn't turn over it wasn't good either.

MOTION made by Baldwin, seconded by Christianson, voted on by roll call:

Ayes: Baldwin, Christianson

Nays: Ardner

Motion was carried 2-1 to direct staff to prepare a resolution to approve the exemption due to the hardships of 1,100 feet of service line, the topography, and the recommendation of multiple contractors against the installation; a clause was to be added "if a development were to come in and at a time it's feasible, or such time that the property owner's system fails, would be required to connect to city water/sewer."

- b. Petroleum Storage Tank Release Site – Jerry's Bait Shop:** The discussion from the May meeting was taken from the table and continued regarding the petroleum storage tank release site at Jerry's Bait Shop, 631 Maple Avenue East. Baldwin requested clarification of the Minnesota Pollution Control Agency's (MPCA) recommendations and questioned if the PUC or Don Larson was responsible for choosing one of the solutions. Crawford replied the MPCA wanted a solution to close the well off without shutting the business down.

Ardner explained the city attorney's preferred solution was to have Jerry's Bait Shop use the city water with a filtration system. Ardner said with no cost to the city or to Jerry's Bait Shop, to let the state install the well and continue to monitor the contamination, if issues arose, they could be dealt with at that time.

Christianson pointed to the MPCA letter specifically recommending the city offer a well variance and therefore thought it best to follow the recommendation.

The PUC consensus was the Bait Shop's well discussion had taken place for too many years and to follow the MPCA's recommendation to close the well.

Greg Anderson of SEH requested Jerry's Bait Shop be connected to the city water line with a filtration system and stressed if another well was installed on another parcel it could potentially create the spread of contamination by drawing pollution outward to residents and the parcel, creating potential issues in the future.

Crawford stated the MPCA offered to apply for all permits if a new well installation was approved or to cover the cost of the initial installation of a filter system, if that was the direction chosen. Crawford informed the PUC, staff would not recommend the approval of a new well but would bring forth the PUC recommendation if that is what the PUC chose.

The PUC consensus was displeasure with the MPCA's recommendation of justifying a well, while knowing the concerns of the city, state, and staff.

MOTION made by Ardner, seconded by Baldwin, voted on by roll call:

Ayes: Baldwin and Ardner

Nays: Christianson

Motion carried 2-1 to grant a well exemption; MOTION amended by both Ardner and Baldwin and carried 2-1, to support a well exemption for Jerry's Bait Shop if one were applied for by Jerry's Bait Shop.

**9. Communications:** There were no communications to review.

**10. Reports:**

- a. Public Utilities General Manager: Nothing new to report.
- b. Public Works Director: Kohlgraf reported a reed inspection scheduled to take place June 29, and the backup generator at well 5 was installed and tested.
- c. Commissioner Baldwin: Nothing new to report.
- d. Commissioner Christianson: Nothing new to report.
- e. Chairperson Ardner: Ardner reported watching the process of North Branch's attempt to create a five person PUC; MMU was a subset of the City of Mora and Ardner would be in

June 15, 2020

favor of looking into this because there have been issues in the past if a commissioner was ill while another was on vacation. Ardner also questioned Kohlgraf about Mora Marine's sanitary sewer. Kohlgraf reported it needs to be revisited and update the pricing; Kohlgraf expanded, stating the lift station by Mora Marine gets fresh water into it and inundates all the sewer lines. Kohlgraf additionally stated with the lack of rain and low lake level, the amount of water flowing in and out of the WWTP is about the same and flowing properly; this would allow a small lift station to be installed behind Mora Marine and forcemain lines to be inserted at the same location. Kohlgraf also gave an update on the RV dump station, stating Sanistar would need electric service and some form of communication to operate, Kohlgraf was still in the process of collecting information and considering the possibility of another location on city owned property.

- 11. Adjournment:** MOTION made by Christianson, seconded by Baldwin, voted on by roll call:  
Ayes: Baldwin, Christianson, and Ardner  
Nays: none  
Motion was unanimously carried to adjourn at 4:41 PM.

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Chair

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Secretary

**CITY OF MORA**  
**CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 000421 NEIGHBORHOOD NATIONAL BANK						
000421	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	MONTHLY UB ACH FILE FEE	\$30.00
000421	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	MONTHLY BUSINESS ONLINE	\$10.00
000421	NEIGHBORHOOD NATIO	ELECTRIC FUN	ELECTRIC ADMINIST	Bad Debts/NSF Check	MONTHLY RETURNED CHECK	\$10.00
						\$50.00
CHECK # 000421 NEIGHBORHOOD NATIONAL BANK						
CHECK # 000423 PAYLIANCE						
000423	PAYLIANCE	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	E-CHECK PYMT PROCESSING F	\$34.20
000423	PAYLIANCE	WATER FUND	WATER ADMINISTR	Payment Processing E	E-CHECK PYMT PROCESSING F	\$17.10
000423	PAYLIANCE	SEWER FUND	SEWER ADMINISTR	Payment Processing E	E-CHECK PYMT PROCESSING F	\$17.10
						\$68.40
CHECK # 000423 PAYLIANCE						
CHECK # 000424 COMPLETE MERCHANT SOLUTIONS						
000424	COMPLETE MERCHANT	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$296.00
000424	COMPLETE MERCHANT	WATER FUND	WATER ADMINISTR	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$148.00
000424	COMPLETE MERCHANT	SEWER FUND	SEWER ADMINISTR	Payment Processing E	CREDIT CARD PYMT PROCESSI	\$148.00
						\$592.00
CHECK # 000424 COMPLETE MERCHANT SOLUTIONS						
CHECK # 000425 SMMPA						
000425	SMMPA	ELECTRIC FUN		Accounts Payable	POWER PURCHASED	\$281,829.96
						\$281,829.96
CHECK # 000425 SMMPA						
CHECK # 000426 MN DEPT OF REVENUE						
000426	MN DEPT OF REVENUE	ELECTRIC FUN		Sales Tax Payable	SALES & USE TAX PYMT-MAY	\$17,814.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Repair/Maint - Bldg &	SALES & USE TAX PYMT-MAY	\$2.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Other Operating Suppl	SALES & USE TAX PYMT-MAY	\$3.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Small Tools & Equipm	SALES & USE TAX PYMT-MAY	\$3.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	SALES & USE TAX PYMT-MAY	\$2.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	GENERATION & PO	Garbage Removal	SALES & USE TAX PYMT-MAY	\$5.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	SALES & USE TAX PYMT-MAY	\$24.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Small Tools & Equipm	SALES & USE TAX PYMT-MAY	\$2.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Substation E	SALES & USE TAX PYMT-MAY	\$3.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	SALES & USE TAX PYMT-MAY	\$2.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	SALES & USE TAX PYMT-MAY	\$33.00
000426	MN DEPT OF REVENUE	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	SALES & USE TAX PYMT-MAY	\$5.00
000426	MN DEPT OF REVENUE	WATER FUND		Sales Tax Payable	SALES & USE TAX PYMT-MAY	\$945.00
						\$18,843.00
CHECK # 000426 MN DEPT OF REVENUE						
CHECK # 000427 ONLINE UTILITY EXCHANGE						
000427	ONLINE UTILITY EXCHA	ELECTRIC FUN	ELECTRIC ADMINIST	Cust UB/Collection	NEW UB CUSTOMER CREDIT C	\$73.20
						\$73.20
CHECK # 000427 ONLINE UTILITY EXCHANGE						
CHECK # 000428 MN DEPT OF REVENUE						
000428	MN DEPT OF REVENUE	ELECTRIC FUN		Sales Tax Payable	SALES & USE TAX PYMT - JUN	\$15,587.00
000428	MN DEPT OF REVENUE	WATER FUND		Sales Tax Payable	SALES & USE TAX PYMT - JUN	\$827.00
						\$16,414.00
CHECK # 000428 MN DEPT OF REVENUE						
CHECK # 054555 MN DEPT OF COMMERCE-IND ASSMTS						
054555	MN DEPT OF COMMERC	ELECTRIC FUN	GENERATION & PO	Miscellaneous	1ST QTR FY '21 IND ASSMT-EN	\$176.74
054555	MN DEPT OF COMMERC	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	1ST QTR FY '21 IND ASSMT-CI	\$625.60
						\$802.34
CHECK # 054555 MN DEPT OF COMMERCE-IND ASSMTS						
CHECK # 054610 BEAUDRY PROPANE						
054610	BEAUDRY PROPANE	ELECTRIC FUN	GENERATION & PO	Fuel Oil	FUEL FOR ENGINES	\$16,099.68
						\$16,099.68
CHECK # 054610 BEAUDRY PROPANE						

**CITY OF MORA  
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 054614 MORA CIVIC CENTER						
054614	MORA CIVIC CENTER	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	4'X8' ADVERTISEMENT RENEW	\$300.00
						\$300.00
CHECK # 054614 MORA CIVIC CENTER						
CHECK # 054625 AMARIL UNIFORM CO						
054625	AMARIL UNIFORM CO	ELECTRIC FUN	ELECTRIC DISTRIBU	Uniforms	FIRE RESISTANT CLOTHING	\$1,339.92
						\$1,339.92
CHECK # 054625 AMARIL UNIFORM CO						
CHECK # 054634 EAST CENTRAL ENERGY						
054634	EAST CENTRAL ENERGY	SEWER FUND	SEWER LIFT STATIO	Electricity	ELECT	\$107.52
						\$107.52
CHECK # 054634 EAST CENTRAL ENERGY						
CHECK # 054639 HOLMES, JACOB						
054639	HOLMES, JACOB	WATER FUND	WATER ADMINISTR	Uniforms	SHIRTS/PANTS	\$104.89
054639	HOLMES, JACOB	SEWER FUND	SEWER ADMINISTR	Uniforms	SHIRTS/PANTS	\$171.14
						\$276.03
CHECK # 054639 HOLMES, JACOB						
CHECK # 054640 HULBERT, JASON						
054640	HULBERT, JASON	WATER FUND	WATER ADMINISTR	Uniforms	JEANS	\$55.09
054640	HULBERT, JASON	SEWER FUND	SEWER ADMINISTR	Uniforms	JEANS	\$89.89
						\$144.98
CHECK # 054640 HULBERT, JASON						
CHECK # 054645 MIDCO						
054645	MIDCO	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	INTERNET	\$85.00
054645	MIDCO	WATER FUND	WATER ADMINISTR	Telephone	INTERNET	\$85.00
						\$170.00
CHECK # 054645 MIDCO						
CHECK # 054652 QUADIENT FINANCE USA, INC						
054652	QUADIENT FINANCE US	ELECTRIC FUN	ELECTRIC ADMINIST	Postage	REFILL POSTAGE FOR POSTAG	\$377.00
054652	QUADIENT FINANCE US	WATER FUND	WATER ADMINISTR	Postage	REFILL POSTAGE FOR POSTAG	\$150.80
054652	QUADIENT FINANCE US	SEWER FUND	SEWER ADMINISTR	Postage	REFILL POSTAGE FOR POSTAG	\$150.80
						\$678.60
CHECK # 054652 QUADIENT FINANCE USA, INC						
CHECK # 054657 VERIZON WIRELESS						
054657	VERIZON WIRELESS	ELECTRIC FUN	ELECTRIC ADMINIST	Telephone	CELL PHONES, IPADS	\$201.90
054657	VERIZON WIRELESS	ELECTRIC FUN	ELECTRIC ADMINIST	Small Tools & Equipm	KOHLGRAF & HULBER NEW PH	\$6.00
054657	VERIZON WIRELESS	WATER FUND	WATER ADMINISTR	Small Tools & Equipm	KOHLGRAF & HULBER NEW PH	\$41.00
054657	VERIZON WIRELESS	WATER FUND	WATER ADMINISTR	Telephone	CELL PHONES, IPADS	\$80.34
054657	VERIZON WIRELESS	SEWER FUND	SEWER ADMINISTR	Small Tools & Equipm	KOHLGRAF & HULBER NEW PH	\$64.99
054657	VERIZON WIRELESS	SEWER FUND	SEWER ADMINISTR	Telephone	CELL PHONES, IPADS	\$117.61
						\$511.84
CHECK # 054657 VERIZON WIRELESS						
CHECK # 054665 NEONLINK LLC						
054665	NEONLINK LLC	ELECTRIC FUN	ELECTRIC ADMINIST	Payment Processing E	PYMT PROCESSING	\$110.40
054665	NEONLINK LLC	WATER FUND	WATER ADMINISTR	Payment Processing E	PYMT PROCESSING	\$55.20
054665	NEONLINK LLC	SEWER FUND	SEWER ADMINISTR	Payment Processing E	PYMT PROCESSING	\$55.20
						\$220.80
CHECK # 054665 NEONLINK LLC						
CHECK # 054666 ST CLOUD STAMP & SIGN						
054666	ST CLOUD STAMP & SIG	ELECTRIC FUN	ELECTRIC ADMINIST	Other Operating Suppl	NAME PLATES - CHRISTIANO	\$6.86
054666	ST CLOUD STAMP & SIG	WATER FUND	WATER ADMINISTR	Other Operating Suppl	NAME PLATES - CHRISTIANO	\$3.43
054666	ST CLOUD STAMP & SIG	SEWER FUND	SEWER ADMINISTR	Other Operating Suppl	NAME PLATES - CHRISTIANO	\$3.43
						\$13.72
CHECK # 054666 ST CLOUD STAMP & SIGN						
CHECK # 054674 BERRY, ALEXIA						
054674	BERRY, ALEXIA	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT-310	\$188.85



**CITY OF MORA  
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 054674	BERRY, ALEXIA					\$188.85
CHECK # 054679	EAST CENTRAL ENERGY					
054679	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	PURCHASED 2 USED 15KVA PA	\$1,111.34
CHECK # 054679	EAST CENTRAL ENERGY					\$1,111.34
CHECK # 054680	EGGERT, ASHLEY					
054680	EGGERT, ASHLEY	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT-430	\$76.07
CHECK # 054680	EGGERT, ASHLEY					\$76.07
CHECK # 054681	FOCHER, ZANE					
054681	FOCHER, ZANE	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT INTE	\$3.34
CHECK # 054681	FOCHER, ZANE					\$3.34
CHECK # 054686	MCGRAW, MARY					
054686	MCGRAW, MARY	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT-107	\$193.54
CHECK # 054686	MCGRAW, MARY					\$193.54
CHECK # 054687	MCIALWAIN, DERA					
054687	MCIALWAIN, DERA	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT-450	\$154.04
CHECK # 054687	MCIALWAIN, DERA					\$154.04
CHECK # 054690	MOTOR VEHICLE REGISTRATION					
054690	MOTOR VEHICLE REGIS	SEWER FUND	WASTEWATER TREA	Miscellaneous	F750 WATER TANKER TITLE T	\$65.00
CHECK # 054690	MOTOR VEHICLE REGISTRATION					\$65.00
CHECK # 054692	PERRY, RHIANNON					
054692	PERRY, RHIANNON	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT	\$9.15
CHECK # 054692	PERRY, RHIANNON					\$9.15
CHECK # 054702	WORTHINGTON, JESSICA					
054702	WORTHINGTON, JESSIC	ELECTRIC FUN		Undistributed Receipts	REFUND METER DEPOSIT	\$178.22
CHECK # 054702	WORTHINGTON, JESSICA					\$178.22
CHECK # 054704	MIDCO					
054704	MIDCO	SEWER FUND	SEWER ADMINISTR	Telephone	TELEWORK, WWTP, GARAGE I	\$270.00
CHECK # 054704	MIDCO					\$270.00
CHECK # 054705	MN DEPT OF HEALTH					
054705	MN DEPT OF HEALTH	WATER FUND		State Water Fee	2ND QTR WATER CONNECTIO	\$2,885.00
CHECK # 054705	MN DEPT OF HEALTH					\$2,885.00
CHECK # 054707	MORA MUNICIPAL UTILITIES					
054707	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Sewer	UTILITIES	\$343.77
054707	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Storm Water	UTILITIES	\$15.96
054707	MORA MUNICIPAL UTILI	ELECTRIC FUN	GENERATION & PO	Water	UTILITIES	\$292.47
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER SUPPLY	Storm Water	UTILITIES	\$20.10
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER SUPPLY	Electricity	UTILITIES	\$728.96
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER TREATMENT	Storm Water	UTILITIES	\$10.05
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER TREATMENT	Electricity	UTILITIES	\$700.32
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER DISTRIBUTI	Electricity	UTILITIES	\$41.13
054707	MORA MUNICIPAL UTILI	WATER FUND	WATER DISTRIBUTI	Storm Water	UTILITIES	\$11.23
054707	MORA MUNICIPAL UTILI	SEWER FUND	SEWER LIFT STATIO	Electricity	UTILITIES	\$833.85
054707	MORA MUNICIPAL UTILI	SEWER FUND	SEWER LIFT STATIO	Storm Water	UTILITIES	\$10.05
054707	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Storm Water	UTILITIES	\$20.69
054707	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Water	UTILITIES	\$190.87

**CITY OF MORA  
CHECK LIST-PUC**

CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
054707	MORA MUNICIPAL UTILI	SEWER FUND	WASTEWATER TREA	Electricity	UTILITIES	\$2,172.36
CHECK # 054707 MORA MUNICIPAL UTILITIES						\$5,391.81
CHECK # 054765 ACE HARDWARE						
054765	ACE HARDWARE	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	GRASS SEED FOR LAWN RPR	\$11.97
054765	ACE HARDWARE	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	COPPER GROUND ROD FOR FO	\$16.99
054765	ACE HARDWARE	WATER FUND	WATER TREATMENT	Cleaning Supplies	LYSOL SPRAY	\$13.98
054765	ACE HARDWARE	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	HYDRANT PAINT SUPPL, KEYS	\$198.81
054765	ACE HARDWARE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	LOCATOR BATTERIES	\$9.99
054765	ACE HARDWARE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	TANKER TRUCK VALVE	\$29.99
054765	ACE HARDWARE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	TRAILER TIE-DOWNS, CLARIFI	\$338.24
CHECK # 054765 ACE HARDWARE						\$619.97
CHECK # 054766 AMARIL UNIFORM CO						
054766	AMARIL UNIFORM CO	ELECTRIC FUN	ELECTRIC DISTRIBU	Uniforms	FIRE RESISTANT JEANS	\$253.02
CHECK # 054766 AMARIL UNIFORM CO						\$253.02
CHECK # 054768 AMERIPRIDE LINEN						
054768	AMERIPRIDE LINEN	SEWER FUND	WASTEWATER TREA	Other Operating Suppl	RUGS	\$86.22
CHECK # 054768 AMERIPRIDE LINEN						\$86.22
CHECK # 054770 AUTO VALUE MORA						
054770	AUTO VALUE MORA	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	DIGGER DERRICK PARTS	\$7.59
054770	AUTO VALUE MORA	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	COOLANT HOSE FOR TANKER	\$26.82
054770	AUTO VALUE MORA	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	OIL FILTERS	\$15.60
054770	AUTO VALUE MORA	SEWER FUND	QUAMBA COLLECTI	Repair/Maint - Bldg &	QUAMBA LIFT ST GEN FUNNEL	\$2.99
054770	AUTO VALUE MORA	SEWER FUND	QUAMBA COLLECTI	Lubricants & Additives	QUAMBA LIFT ST GEN ANTIFR	\$12.99
CHECK # 054770 AUTO VALUE MORA						\$65.99
CHECK # 054771 BEAUDRY PROPANE						
054771	BEAUDRY PROPANE	WATER FUND	WATER SUPPLY	Motor Fuels	DIESEL FUEL FOR WELL #5 GE	\$334.75
CHECK # 054771 BEAUDRY PROPANE						\$334.75
CHECK # 054775 BORDER STATES ELECTRIC						
054775	BORDER STATES ELECT	ELECTRIC FUN		Distribution Inventory	12 ELECTRIC METERS	\$1,015.78
054775	BORDER STATES ELECT	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Meters	GLEN'S TIRE METER TESTING	\$150.00
CHECK # 054775 BORDER STATES ELECTRIC						\$1,165.78
CHECK # 054779 CINTAS						
054779	CINTAS	ELECTRIC FUN	GENERATION & PO	Other Operating Suppl	MATS, MOPS	\$52.82
CHECK # 054779 CINTAS						\$52.82
CHECK # 054782 DGR ENGINEERING						
054782	DGR ENGINEERING	ELECTRIC FUN	ELECTRIC DISTRIBU	Engineering	ELECT DISTR UNDERBUILD RE	\$3,279.00
054782	DGR ENGINEERING	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	ELECT SYSTEM STUDY	\$3,759.20
CHECK # 054782 DGR ENGINEERING						\$7,038.20
CHECK # 054783 EAST CENTRAL ENERGY						
054783	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	ECE Services	JUNE LABOR & EQUIP	\$2,275.61
054783	EAST CENTRAL ENERGY	ELECTRIC FUN	ELECTRIC DISTRIBU	ECE Services	JUNE DISPATCH SERVICES	\$196.13
CHECK # 054783 EAST CENTRAL ENERGY						\$2,471.74
CHECK # 054785 EMERGENCY AUTOMOTIVE TECH INC						
054785	EMERGENCY AUTOMOTI	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	TANKER BEACON LIGHTS	\$149.36
CHECK # 054785 EMERGENCY AUTOMOTIVE TECH INC						\$149.36

**CITY OF MORA**  
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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
CHECK # 054790 FERGUSON WATERWORKS						
054790	FERGUSON WATERWOR	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	HYDRANT RPR PARTS	\$506.66
054790	FERGUSON WATERWOR	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	PIPE	\$45.38
						\$552.04
CHECK # 054792 FREEDOM MAILING SERVICES INC						
054792	FREEDOM MAILING SER	ELECTRIC FUN	ELECTRIC ADMINIST	Professional Services -	NEWSLETTER	\$6.49
054792	FREEDOM MAILING SER	ELECTRIC FUN	ELECTRIC ADMINIST	Cust UB/Collection	BILL PROCESSING	\$454.26
054792	FREEDOM MAILING SER	WATER FUND	WATER ADMINISTR	Professional Services -	WATER QUALITY REPORT	\$25.96
054792	FREEDOM MAILING SER	WATER FUND	WATER ADMINISTR	Professional Services -	NEWSLETTER	\$3.25
054792	FREEDOM MAILING SER	WATER FUND	WATER ADMINISTR	Cust UB/Collection	BILL PROCESSING	\$227.13
054792	FREEDOM MAILING SER	SEWER FUND	SEWER ADMINISTR	Professional Services -	NEWSLETTER	\$3.25
054792	FREEDOM MAILING SER	SEWER FUND	SEWER ADMINISTR	Cust UB/Collection	BILL PROCESSING	\$227.13
						\$947.47
CHECK # 054793 GOPHER STATE ONE-CALL INC						
054793	GOPHER STATE ONE-CA	ELECTRIC FUN	ELECTRIC DISTRIBU	Professional Services -	JUNE LOCATES	\$39.83
054793	GOPHER STATE ONE-CA	WATER FUND	WATER DISTRIBUTI	Professional Services -	JUNE LOCATES	\$39.82
054793	GOPHER STATE ONE-CA	SEWER FUND	SEWER COLLECTION	Professional Services -	JUNE LOCATES	\$39.83
						\$119.48
CHECK # 054794 GRANITE CITY JOBBING						
054794	GRANITE CITY JOBBING	SEWER FUND	WASTEWATER TREA	Other Operating Suppl	HAND TOWELS	\$37.25
						\$37.25
CHECK # 054797 HAWKINS, INC						
054797	HAWKINS, INC	WATER FUND	WATER TREATMENT	Chemicals	CHEMICALS	\$3,794.34
						\$3,794.34
CHECK # 054798 IRBY TOOL & SAFETY						
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Small Tools & Equipm	URD SPLICING TOOL & STRAP	\$383.88
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	XFRMR GROUND RODS & GRO	\$330.50
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	HIGH VOLTAGE PPE & SLEEVE	\$2,887.86
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Professional Services -	SLEEVE TESTING	\$70.00
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	SECONDARY URD WIRE	\$911.12
054798	IRBY TOOL & SAFETY	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH U-GUARDS	\$328.10
						\$4,911.46
CHECK # 054799 JEFFS MACHINE & WELDING LLC						
054799	JEFFS MACHINE & WEL	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	WATER DEFUSER RPR	\$25.00
						\$25.00
CHECK # 054800 JOHNSONS HARDWARE & RENTAL						
054800	JOHNSONS HARDWARE	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	MULTIVALVE SET	\$15.99
054800	JOHNSONS HARDWARE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	CLARIFIER FALL PROTECTION	\$529.61
						\$545.60
CHECK # 054801 KANABEC CO AUDITOR/TREASURER						
054801	KANABEC CO AUDITOR/	ELECTRIC FUN		Accounts Payable	JAIL ENERGY MGMT PROGRAM	\$545.00
						\$545.00
CHECK # 054803 KODIAK POWER SYSTEMS, INC						
054803	KODIAK POWER SYSTE	WATER FUND		Fixed Assets	FINAL PYMT ON WELL #5 GEN	\$5,368.20
054803	KODIAK POWER SYSTE	WATER FUND	WATER SUPPLY	Repair/Maint - Bldg &	GENERATOR INSPECTION & FL	\$1,288.00
054803	KODIAK POWER SYSTE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	GENERATOR INSPECTION & FL	\$652.00

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
054803	KODIAK POWER SYSTE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	GENERATOR INSPECTION & FL	\$1,490.00
CHECK # 054803 KODIAK POWER SYSTEMS, INC						\$8,798.20
CHECK # 054804 KWIK TRIP - GAS PURCHASES						
054804	KWIK TRIP - GAS PURC	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	GAS	\$406.23
054804	KWIK TRIP - GAS PURC	WATER FUND	WATER DISTRIBUTI	Motor Fuels	GAS	\$111.44
054804	KWIK TRIP - GAS PURC	SEWER FUND	SEWER COLLECTION	Motor Fuels	GAS	\$469.81
054804	KWIK TRIP - GAS PURC	SEWER FUND	WASTEWATER TREA	Motor Fuels	GAS	\$42.36
CHECK # 054804 KWIK TRIP - GAS PURCHASES						\$1,029.84
CHECK # 054806 MERCURY TECHNOLOGIES OF MN						
054806	MERCURY TECHNOLOGI	ELECTRIC FUN	ELECTRIC ADMINIST	Energy Conservation	FLOURESCENT LAMP RECYCLI	\$990.44
CHECK # 054806 MERCURY TECHNOLOGIES OF MN						\$990.44
CHECK # 054809 MN ENERGY RESOURCES CORP						
054809	MN ENERGY RESOURCE	ELECTRIC FUN	GENERATION & PO	Generation Exp	NATURAL GAS	\$1,102.06
054809	MN ENERGY RESOURCE	ELECTRIC FUN	GENERATION & PO	Natural Gas - Heat	NATURAL GAS	\$278.11
054809	MN ENERGY RESOURCE	WATER FUND	WATER SUPPLY	Natural Gas - Heat	NATURAL GAS	\$20.87
054809	MN ENERGY RESOURCE	WATER FUND	WATER TREATMENT	Natural Gas - Heat	NATURAL GAS	\$149.96
054809	MN ENERGY RESOURCE	SEWER FUND	WASTEWATER TREA	Natural Gas - Heat	NATURAL GAS	\$51.38
CHECK # 054809 MN ENERGY RESOURCES CORP						\$1,602.38
CHECK # 054811 MN MUNICIPAL UTILITIES ASSN						
054811	MN MUNICIPAL UTILITI	ELECTRIC FUN	ELECTRIC DISTRIBU	Meetings, Training, &	STULC - MODULE 3 LINEMAN T	\$616.00
CHECK # 054811 MN MUNICIPAL UTILITIES ASSN						\$616.00
CHECK # 054813 NEW AGE TREE SERVICE OF MN						
054813	NEW AGE TREE SERVIC	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	50% COMPLETE - 2020 VEGET	\$80,117.86
CHECK # 054813 NEW AGE TREE SERVICE OF MN						\$80,117.86
CHECK # 054814 NORTHERN STATES SUPPLY						
054814	NORTHERN STATES SUP	ELECTRIC FUN	GENERATION & PO	Other Operating Suppl	NITRILE GLOVES	\$92.06
054814	NORTHERN STATES SUP	ELECTRIC FUN	GENERATION & PO	Other Operating Suppl	NITRILE GLOVES	\$50.69
054814	NORTHERN STATES SUP	ELECTRIC FUN	GENERATION & PO	Repair/Maint - Bldg &	HEX CAPS, NUTS, CUTOFF WH	\$103.32
054814	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	SAFETY VESTS	\$77.31
054814	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Line Transformer Exp	XFRMR MARKER BOLTS	\$194.17
054814	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	SAFETY COWHIDE GLOVES	\$50.44
054814	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Small Tools & Equipm	TOOLS	\$126.00
054814	NORTHERN STATES SUP	ELECTRIC FUN	ELECTRIC DISTRIBU	Misc Distribution Exp	NITRILE GLOVES, ELECT TAPE,	\$300.91
054814	NORTHERN STATES SUP	WATER FUND	WATER DISTRIBUTI	Other Operating Suppl	SAFETY COWHIDE GLOVES	\$50.44
054814	NORTHERN STATES SUP	SEWER FUND	SEWER COLLECTION	Other Operating Suppl	SAFETY COWHIDE GLOVES	\$50.43
CHECK # 054814 NORTHERN STATES SUPPLY						\$1,095.77
CHECK # 054816 OAK GALLERY & FRAME SHOP						
054816	OAK GALLERY & FRAME	ELECTRIC FUN	ELECTRIC DISTRIBU	Postage	SHIPPED GLOVES IN FOR TEST	\$37.29
054816	OAK GALLERY & FRAME	WATER FUND	WATER DISTRIBUTI	Postage	WATER SAMPLE SHIPPING	\$56.66
CHECK # 054816 OAK GALLERY & FRAME SHOP						\$93.95
CHECK # 054817 OFFICE DEPOT						
054817	OFFICE DEPOT	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	OFFICE SUPPLIES	\$30.44
054817	OFFICE DEPOT	ELECTRIC FUN	ELECTRIC ADMINIST	Office Supplies	BULK PENS	\$14.67
054817	OFFICE DEPOT	WATER FUND	WATER ADMINISTR	Office Supplies	BULK PENS	\$7.34
054817	OFFICE DEPOT	SEWER FUND	SEWER ADMINISTR	Office Supplies	BULK PENS	\$7.34
CHECK # 054817 OFFICE DEPOT						\$59.79
CHECK # 054819 OWENS AUTO PARTS						

**CITY OF MORA**  
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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
054819	OWENS AUTO PARTS	ELECTRIC FUN	ELECTRIC DISTRIBU	Truck Expense	DIGGER PARTS	\$2.51
054819	OWENS AUTO PARTS	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	TRUCK OIL & AIR FILTERS	\$58.27
CHECK # 054819 OWENS AUTO PARTS						\$60.78
CHECK # 054820 OXYGEN SERVICE CO, INC						
054820	OXYGEN SERVICE CO, I	ELECTRIC FUN	GENERATION & PO	Repair/Maint - Bldg &	CYLINDER RENTALS	\$25.20
054820	OXYGEN SERVICE CO, I	ELECTRIC FUN	GENERATION & PO	Landfill Gen Exp	CYLINDER RENTALS	\$10.80
054820	OXYGEN SERVICE CO, I	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Substation E	CYLINDER RENTALS	\$43.80
054820	OXYGEN SERVICE CO, I	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	CYLINDER RENTALS	\$9.90
CHECK # 054820 OXYGEN SERVICE CO, INC						\$89.70
CHECK # 054821 POLLARDWATER						
054821	POLLARDWATER	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	HYDRANT FLUSHER ADAPTER	\$85.21
CHECK # 054821 POLLARDWATER						\$85.21
CHECK # 054822 QUALITY DISPOSAL						
054822	QUALITY DISPOSAL	ELECTRIC FUN	GENERATION & PO	Garbage Removal	GARBAGE	\$75.00
054822	QUALITY DISPOSAL	SEWER FUND	WASTEWATER TREA	Garbage Removal	GARBAGE	\$163.80
CHECK # 054822 QUALITY DISPOSAL						\$238.80
CHECK # 054823 R & G WALDHALM CONTRACTORS INC						
054823	R & G WALDHALM CONT	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD WIRE EXTENSION-PLOW/	\$2,100.49
CHECK # 054823 R & G WALDHALM CONTRACTORS INC						\$2,100.49
CHECK # 054825 RESCO						
054825	RESCO	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD DISTR SUPPLIES	\$1,386.87
054825	RESCO	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Overhead Lin	OH DISTR SUPPLIES	\$3,772.05
054825	RESCO	ELECTRIC FUN	ELECTRIC DISTRIBU	Small Tools & Equipm	OH TOOLS	\$186.39
054825	RESCO	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of St. Lights & S	STR LIGHT PHOTO CONTROL L	\$868.36
CHECK # 054825 RESCO						\$6,213.67
CHECK # 054826 RMB ENVIRONMENTAL LABS INC						
054826	RMB ENVIRONMENTAL	WATER FUND	WATER TREATMENT	Professional Services -	LAB TESTING	\$65.00
054826	RMB ENVIRONMENTAL	SEWER FUND	WASTEWATER TREA	Professional Services -	LAB TESTING	\$238.00
CHECK # 054826 RMB ENVIRONMENTAL LABS INC						\$303.00
CHECK # 054829 SWANSON FLO CO						
054829	SWANSON FLO CO	WATER FUND	WATER TREATMENT	Repair/Maint - Bldg &	WTP VALVE RPR PARTS	\$235.29
CHECK # 054829 SWANSON FLO CO						\$235.29
CHECK # 054830 TECH SALES CO						
054830	TECH SALES CO	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	SAMPLER TUBING PARTS	\$248.00
CHECK # 054830 TECH SALES CO						\$248.00
CHECK # 054831 TOTAL CONTROL SYSTEMS, INC.						
054831	TOTAL CONTROL SYSTE	SEWER FUND	WASTEWATER TREA	Repair/Maint - Bldg &	COMPUTER POWER BACKUPS	\$202.84
CHECK # 054831 TOTAL CONTROL SYSTEMS, INC.						\$202.84
CHECK # 054832 TR COMPUTER SALES, LLC						
054832	TR COMPUTER SALES, L	SEWER FUND	SEWER ADMINISTR	Small Tools & Equipm	COMPUTER	\$799.00
CHECK # 054832 TR COMPUTER SALES, LLC						\$799.00
CHECK # 054833 UPPER CASE PRINTING INK						
054833	UPPER CASE PRINTING	ELECTRIC FUN	ELECTRIC ADMINISTR	Professional Services -	NEWSLETTER	\$111.41
054833	UPPER CASE PRINTING	WATER FUND	WATER ADMINISTR	Professional Services -	DRINKING WATER REPORT	\$370.64
054833	UPPER CASE PRINTING	WATER FUND	WATER ADMINISTR	Professional Services -	NEWSLETTER	\$55.71

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CHECK #	Search Name	Fund Descr	Dept Descr	Last Dim Descr	Comments	Amount
054833	UPPER CASE PRINTING	SEWER FUND	SEWER ADMINISTR	Professional Services -	NEWSLETTER	\$55.71
CHECK # 054833 UPPER CASE PRINTING INK						\$593.47
CHECK # 054834 USABLUEBOOK						
054834	USABLUEBOOK	WATER FUND	WATER DISTRIBUTI	Repair/Maint - Bldg &	HYDRANT HOSE	\$187.98
054834	USABLUEBOOK	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	VACTOR HOSE	\$187.98
CHECK # 054834 USABLUEBOOK						\$375.96
CHECK # 054836 VIKING ELECTRIC SUPPLY						
054836	VIKING ELECTRIC SUPP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of Underground	URD WIRE SPLICES	\$696.00
054836	VIKING ELECTRIC SUPP	ELECTRIC FUN	ELECTRIC DISTRIBU	Maint of St. Lights & S	COPPER WIRE FOR OH STR LI	\$114.97
CHECK # 054836 VIKING ELECTRIC SUPPLY						\$810.97
CHECK # 054837 VIKING INDUSTRIAL CENTER						
054837	VIKING INDUSTRIAL CE	SEWER FUND	SEWER COLLECTION	Repair/Maint - Bldg &	HARD HATS, SAFETY VESTS	\$121.76
CHECK # 054837 VIKING INDUSTRIAL CENTER						\$121.76
						\$479,661.01



MORA MUNICIPAL UTILITIES  
PUBLIC UTILITIES COMMISSION CHECK LIST

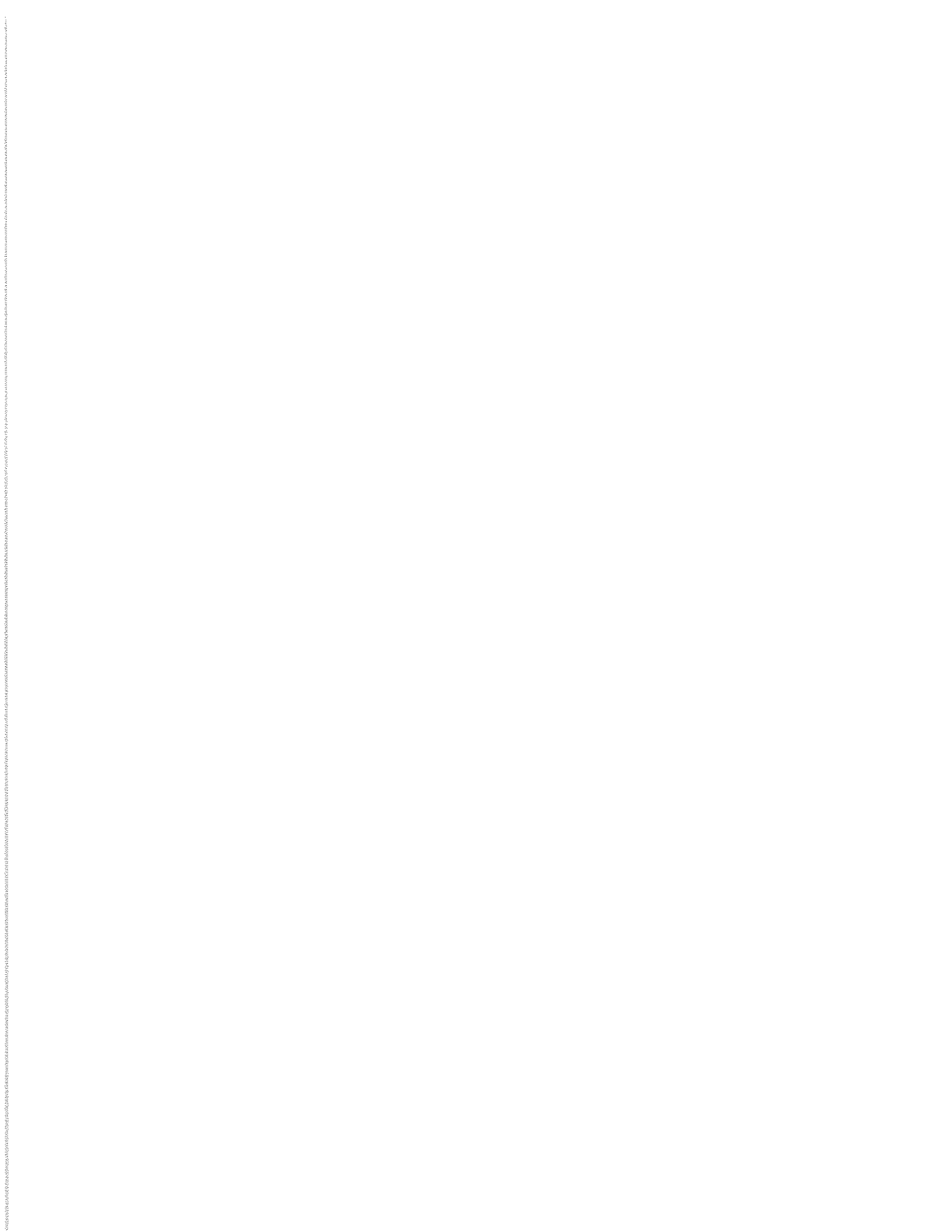
THE JUNE 2020 CLAIMS HAVE BEEN APPROVED FOR PAYMENT BY:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
COMMISSION MEMBER

\_\_\_\_\_  
COMMISSION MEMBER

\_\_\_\_\_  
SECRETARY







# MEMORANDUM

Date: July 21, 2020  
To: Public Utilities Commission  
From: Lindy Crawford, Public Utilities General Manager  
RE: J. Prokosch (Bliss) Probationary Period Release

## SUMMARY

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Release of Jessica Prokosch (Bliss) from probationary period.

## BACKGROUND INFORMATION

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Jessica Prokosch (Bliss) was hired as the Utility Billing Clerk I on December 16, 2019, and her probationary period was completed on June 16, 2020. At this time she has successfully completed her six-month probationary period with no issues or concerns. In fact, she has exceeded management's expectations. Therefore, I am asking that her probationary period be released. She is currently at grade 8 step A (\$22.89) and will move up to a grade 8 step B (\$23.46) after her probation is released pending PUC approval.

## OPTIONS & IMPACTS

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This salary step increase is currently budgeted for this position.

## RECOMMENDATIONS

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Motion to approve Jessica Prokosch's release from probation with a corresponding salary step increase grade 8 step B retroactive to June 16 2020.

## *Attachments*

None





# MEMORANDUM

Date July 21, 2020  
To Public Utilities Commission  
From Joseph Kohlgraf, Public Works Director  
RE RV Dump Station Discussion

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## SUMMARY

The PUC will discuss the closure of the RV dump station and consider reopening it due to public concerns and requests.

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## BACKGROUND INFORMATION

At their September and October 2019 meetings, the PUC discussed permanently closing the RV dump station and ultimately decided to close the dump station in order to prevent commercial haulers from dumping there and upsetting the wastewater treatment plant operations. After several public complaints this spring, staff was directed to research alternatives for the public to have a place to dump RV waste. Below are the research findings.

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## OPTIONS & IMPACTS

### Option 1 – Charge for Services

Install a system where users would pay to dump their RV waste. According to Sanistar, an RV dump station system dealer, the one-time installation cost would be \$2,400 with an annual support cost for \$1,800. This does not include a credit card reader service, fund manager, and new electrical service required for operation. Altogether, an estimated yearly cost for this would run \$3,700 a year.

### Option 2 – Camera System and Free Services

The Lions Club and Mora Civic Center are looking to install security cameras for the Fairground and Kids Kingdom shelter/restroom areas. They have asked for assistance in purchasing the system in the amount of \$1,800. The Mora Civic Center would be the host for the system if purchased, and they would allow staff access to view footage when necessary and if the RV dump station were to reopen with free services.

### Impacts

- Both of the above options are not budgeted. Due to the nature of the issue, one of the options should be considered. At this time staff recommends a camera system and free services due to location and minimal investment cost in monitoring.
- Reopen the RV dump station with no changes. This will address the public's concerns and requests and it may generate the same previous issues with commercial haulers. Self-policing of violators will be done by staff as time allows.
- Do nothing at this time and keep the RV dump station closed.

Memorandum

RECOMMENDATIONS

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Motion to direct staff to work with the Mora Civic Center on the purchase of a camera system in the amount not to exceed \$1,800. Motion to reopen the RV dump station for free services after the installation of the camera system.

*Attachments*

September and October 2019 Staff Reports

October 21, 2019 PUC Meeting Minutes



# MEMORANDUM

Date: September 16, 2019  
To: Public Utilities Commission  
From: Joe Kohlgraf, Public Works Director  
RE: RV Dump Station Discussion

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## SUMMARY

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The PUC will discuss the RV dump station located at the Kanabec County Fairgrounds.

## BACKGROUND INFORMATION

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The RV dump station at the Kanabec County Fairgrounds has been in place at least 18 years. It was remolded about ten years ago to stop inflow from storm water and make it more user friendly.

Discussion on its use has led to today's discussion. Use today has been coming from out of towners and at times, septic haulers that get away with dumping when they can't get into the fields. There is also a loss of income due to the fact we have no fee collection for this service for treatment. Staff spends time throughout the summer cleaning the facility when it plugs, with some calls coming on the weekends.

## OPTIONS & IMPACTS

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Pros- This is a service/convenience to the public by allowing sewage dumping from campers when no other sites are available in the surrounding communities. Sewage waste is treated properly and not dumped on the ground and left untreated.

Cons- There is a cost to put a metering system in which may not be financially recovered, and we have no ability to track what is being dumped. Even if it were metered, we would not have control on septic haulers and toxicity of loads due to lack of staffing to monitor who or what is dumped.

## RECOMMENDATIONS

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Discuss and direct staff appropriately.

## *Attachments*

None



# MEMORANDUM

Date: October 21, 2019  
To: Public Utilities Commission  
From: Joe Kohlgraf, Public Works Director  
RE: RV Dump Station Discussion

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## SUMMARY

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The PUC will again discuss the RV dump station located at the Kanabec County Fairgrounds.

## BACKGROUND INFORMATION

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The RV dump station at the Kanabec County Fairgrounds has been in place at least 18 years. It was remodeled about ten years ago to stop inflow from storm water and make it more user friendly.

Recent use of the dump station has been coming from out of towners and at times, septic haulers that get away with dumping when they can't get into fields. Staff has been receiving more calls that pump trucks have also been dumping there. Staff has no way to control when or what they are dumping, and at this time, we do not take sewage from haulers at our wastewater plant due to the concentrations of the loads which can negatively affect our wastewater plant. There is also a loss of income due to the fact we have no fee collection for this service for treatment. Staff spends time throughout the summer cleaning the facility when it plugs, with some calls coming during the weekends.

At the last meeting, the PUC directed staff to research if we have an easement to possibly locate a structure at the uncontrolled dump station with the hopes to make it more secure after normal business hours. We do not currently have an easement. Most small communities do not offer this as a service to the public. At this time I recommend that we permanently close the RV dump station.

## OPTIONS & IMPACTS

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Pros- This is a service/convenience to the public by allowing sewage dumping from campers when no other sites are available in the surrounding communities. Sewage waste is treated properly and not dumped on the ground and left untreated.

Cons- There is a cost to put a metering system in which may not be financially recovered, and we have no ability to track what is being dumped. Even if it were metered, we would not have control on septic haulers and toxicity of loads due to lack of staffing to monitor who or what is dumped. Closing this could potentially cause a loss of income on wastewater we receive and cost to treat it.

## RECOMMENDATIONS

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Discuss and direct staff appropriately.

### *Attachments*

None

- e. **Telework Center Lease Payment Discussion:** The Kanabec County Economic Development Authority (KCEDA) drafted a proposal to the PUC that in lieu of remittance of past due rent, the KCEDA leave the equipment installed at the establishment: the air conditioner, door lock, outside sign. MOTION made by Baldwin, seconded by Heggernes, and unanimously carried to approve the Kanabec County EDA's request to accept facility improvements made at 16 Lake Street N. in lieu of rent owed for 2019.

**8. Old Business:**

- a. **Kanabec County EDA 2020 Budget Request:** Crawford reported this discussion was tabled at the September meeting to be continued in October. Crawford stated the PUC's contribution to the City EDA was \$20,000 annually, Community Development Director Thorp's salary comes out of the city tax levy, and the city is restricted from soliciting donations. MOTION made by Ardner, seconded by Baldwin, and unanimously carried to deny the KCEDA 2020 budget request.
- b. **RV Dump Station Discussion:** Kohlgraf reported catching septic haulers dumping their trucks at the RV dump station in the past two weeks; these trucks can dispose of between 3,000-5,000 gallons at once and when taken into the sewer system has a negative effect on the bugs and biology at the wastewater treatment plant. Staff was directed to post a notice at the end of the 2019 season notifying users it will not re-open in 2020. MOTION made by Heggernes, seconded by Ardner, and unanimously carried to permanently close the RV Dump Station at the end of the 2019 season.

**9. Communications:**

- a. Monthly Utility Billing Report – September 2019: Akkerman reported meters received recently were not properly programmed, with some software updates staff should have the ability to make programming changes to the meters as needed.
- b. Monthly Utility Billing Update – September 2019

**10. Reports:**

- a. Public Utilities General Manager: Crawford reported Pine Tech expressed interest in renting the Telework Center space, with the Chamber of Commerce to remain at the site to work with Pine Tech going forward. Crawford stated a goal of the City EDA was to have electric charging stations in Mora, and Zef Dnergy has been working with SMMPA for a DC fast charger and a Level 2 charger which may be provided to all SMMPA members and will work on locations with the city; Crawford expressed a preference to have a charger in the downtown area; SMMPA would cover the \$2,400 annual maintenance costs but MMU would be responsible for preparing the site with a concrete pad and electricity. Crawford informed the PUC Neighborhood National Bank (NNB) considered selling three or four parcels at the south end of Union Street; the water and sewer infrastructure is below standards for future development, with no city easements to the infrastructure the PUC directed staff to return with a letter of understanding at the November meeting indicating no funds will be expelled to relocate infrastructure until a permanent structure plan is finalized.
- b. Public Works Director: Kohlgraf announced a positive report for the water plant's annual inspection, the water tower inspection found a couple issues to be addressed; the WWTP is functioning at 99% after the lightning strike, taking in







# MEMORANDUM

Date: July 21, 2020  
To: Public Utilities Commission  
From: Joseph Kohlgraf, Public Works Director  
Lindy Crawford, Public Utilities General Manager  
RE: Sanitary Sewer & Well Exemption Request – Glenn & Nina Petersen

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## SUMMARY

At the regular June meeting the PUC directed staff to prepare a resolution approving the sanitary sewer and well exemption request from Glenn & Nina Peterson with justification for approval and conditions. The resolution is attached for review and consideration.

## OPTIONS & IMPACTS

1. Approve resolution as presented.
2. Approve resolution with amendments.
3. Deny resolution and direct staff to prepare a resolution denying the request.

## RECOMMENDATIONS

Motion to adopt Resolution PUC2020-721 approving the request for a sanitary sewer and well exemption with justification and conditions.

### *Attachments*

Resolution PUC2020-721

*Note: Staff recommended denial of the sewer and well exemption request at the May and June PUC meetings.*



RESOLUTION NO. PUC2020-721

**A RESOLUTION OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF MORA, MINNESOTA,  
APPROVING A REQUEST FOR EXEMPTION TO ALLOW A PRIVATE WELL AND PRIVATE SEWER SYSTEM  
AS REQUESTED BY GLENN & NINA PETERSEN**

**WHEREAS**, Glenn & Nina Petersen, property owners, submitted an application dated received May 4, 2020 and amended on May 26, 2020 for an exemption in order to install a private well and a private sewer system rather than connect to the municipal water system and municipal sanitary sewer system; and

**WHEREAS**, the property is located at 300 Little Ranches Road and is legally described as:

PID 22.00615.00

E1/2 OF SW1/4 S OF RIVER EX COM AT SE COR THEN ON ASSUMED BEARING OF N 89D33'15" W ALONG S LINE 400.89' THEN N 0D26'45" E 275' THEN S 89D33'15" E 65.74' M/L TO W LINE OF E 333' OF SAID E1/2 OF SW1/4 THEN ON BEARING OF N ALONG SAID W LINE 58' TO POB; CONT ON BEARING OF N ALONG SAID W LINE 175.01' M/L TO INTERS WITH N LINE OF S 508' OF E1/2 OF SW1/4 THEN S 89D33'15" E ALONG SAID N LINE 333.01' TO E LINE OF E1/2 OF SW1/4 THEN ON BEARING OF S ALONG LINE 508.02' TO SE COR OF E1/2 OF SW1/4 THEN N 89D33' 15" W 550.89' THEN N 0D26'45" E 333' TO INTERS WITH LINE THAT BEARS N 89D33'15" W FROM POB THEN S 89D33'15" E 215.28' TO POB; & INCL S 33' LYING WLY & SWLY OF LINE DESC AS COM AT SE COR OF E1/2 OF SW1/4 THEN ON ASSMD BEARING OF N 89D33' 15" W ALONG S LINE 145.57' TO POB OF LINE THEN N 44D33'15" W 46.67' TO INTERES WITH N LINE OF SAID S 33' & SAID LINE THERE TERMINATING;  
SUBJ TO ESMNTS & HWY R/W OF RECORD  
Kanabec County, Minnesota  
Section 14 Township 039 Range 024

**WHEREAS**, the Mora Municipal Utilities Commission reviewed the request at its May 18, 2020, June 15, 2020 and July 21, 2020 meetings and heard from the Public Works Director and Public Utilities General Manager; and

**WHEREAS**, the Public Utilities Commission has determined that a hardship, as defined by Code of Ordinances, Title V Public Works, §50.12 Exemptions, making it unfeasible to obtain public water supply and public sanitary sewer does exist.

**NOW THEREFORE, BE IT RESOLVED** that the Mora Municipal Utilities Commission hereby accepts the request for exemption, requiring the following:

1. Due to a non-compliant private sewer system and replacement of private well, said property is not required to connect to municipal sanitary sewer and water infrastructure located adjacent to the subject property due to a longer than typical residential service line distance to the municipal infrastructure, topography obstacles, and construction concerns.
2. At such time the distance to municipal infrastructure becomes five hundred (500) feet or less or the private well and/or sewer system fails, whichever comes first, connection to the municipal sanitary sewer and/or water infrastructure shall be required. At such time one private system fails and the other private system is still operational only the failing system shall be required to connect to the corresponding municipal infrastructure.

3. Upon connection to the sanitary sewer system and/or the municipal water service, the applicant shall pay a sewer access charge (SAC) and water access charge (WAC) as established by the Mora Municipal Utilities Rate Schedules.
4. Upon connection to the sanitary sewer system and/or the municipal water service, the applicant shall pay to the Utility the amount of which shall not be less than the Utility's cost of making the necessary connections, taps and installation of pipe and appurtenances to provide service to the property and the necessary street repairs; provided, however, with the approval of the Utility, the owner or the owner's agent shall have the right to contract directly with a licensed plumber or a certified pipe layer for the installation and connection of the service line.
5. This Resolution shall be recorded at the office of the Kanabec County Recorder.

The foregoing resolution was introduced and moved for adoption by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_.

Voting for the Resolution: .....  
 Voting Against the Resolution: .....  
 Abstained from Voting: .....  
 Absent: .....

Motion carried and resolution adopted this 21st day of July, 2020.

\_\_\_\_\_  
 Greg Ardner  
 Chairman

ATTEST:

\_\_\_\_\_  
 Lindy Crawford  
 Public Utilities General Manager



# MEMORANDUM

Date: July 21, 2020  
To: Public Utilities Commission  
From: Lindy Crawford, Public Utilities General Manager  
RE: Petroleum Storage Tank Release Site – Jerry’s Bait Shop

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## ITEM SUMMARY

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Staff will provide an update on the petroleum storage tank release site at Jerry’s Bait Shop located at 631 East Maple Avenue, no action will be taken.

## BACKGROUND INFORMATION

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Over the last several years the PUC and staff have had discussions with the MPCA and Don Larson, owner of Jerry’s Bait Shop regarding potential water contamination from the well at Jerry’s Bait Shop. Over the last several years the MPCA has been actively monitoring the site to assess potential public health concerns.

At the December 16, 2019 meeting the consensus of the PUC was that a variance from City Code 52.23 may be an option due to public health concerns. After further discussion at the February 18, 2020 meeting staff was directed to consult with the city attorney regarding this possibility.

The city attorney has advised that the preferred solution would be utility supplied water with a filtration or treatment system for the bait operation. Reasons to avoid allowing a well in city limits include concerns regarding well head protection, cross contamination, and aquifer levels for example. However, a variance may be acceptable depending on the property owner’s reasoning for rejecting a filtration or treatment system.

After a healthy debate at the June 15, 2020 PUC meeting, two commissioners stated they would support a variance from City Code 52.23 for the installation of a well. One commissioner stated he would not support the variance. After the PUC meeting staff notified the MPCA of the consensus of the PUC. The MPCA confirmed that the next step is for Mr. Larson to apply for a well exemption request so it may be considered by the PUC. Staff also notified Mr. Larson of the consensus of the PUC and sent a well exemption request application.

It should be noted that the final decision approving or denying such well exemption request will be recommended to the City Council by the PUC, and the final decision shall be made by the City Council.

## RECOMMENDATIONS

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None, review only.

## *Attachments*

None



## Utility Billing Monthly Report

### Calendar Year 2019

Description	As of 1/31/2020	As of 2/29/2020	As of 3/31/2020	As of 4/30/2020	As of 5/31/2020	As of 6/30/2020	As of 7/31/2020	As of 8/31/2020	As of 9/30/2020	As of 10/31/2020	As of 11/30/2020	As of 12/31/2020
<b>Total Account Balances</b>	\$ 601,347.50	\$ 551,698.11	\$ 595,134.72	\$ 616,922.85	\$ 652,958.35	\$ 725,179.76						
Current Period	\$ 555,704.84	\$ 497,019.39	\$ 532,608.19	\$ 551,300.51	\$ 579,482.47	\$ 659,525.21						
1 Period Overdue	\$ 28,985.02	\$ 35,747.28	\$ 32,808.33	\$ 23,753.59	\$ 25,596.14	\$ 16,360.71						
2 Periods Overdue	\$ 8,396.86	\$ 11,454.21	\$ 17,307.07	\$ 19,021.53	\$ 13,850.87	\$ 14,200.48						
3 Periods Overdue	\$ 8,471.17	\$ 7,568.36	\$ 12,342.36	\$ 22,938.35	\$ 34,120.00	\$ 35,242.42						
<b>Total Penalties Applied to Account</b>	\$ 6,226.45	\$ 6,190.49	\$ 7,827.78	\$ -	-	-						
<b>Past Due/Disconnection Notices Mailed (customer 30 days or more past due) *</b>	71	66	0	0	0	0						
<b>Utility Disconnects</b>	0	6	0	0	0	0	0	0	0	0	0	0
Missed Payments on Payment Agreement	0	0	0	0	0	0	0	0	0	0	0	0
No Response to Past Due/Disc Notice/Door Tag	0	6	0	0	0	0	0	0	0	0	0	0

\* Does not include Quamba residents, customers with a payment agreement in place, 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.





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

DATE	SERVICE	QTY	AMOUNT	NOTES
MM YYYY				
	<b>NO ADJUSTMENTS TO REPORT FOR JUNE 2020</b>			