

**Lanesboro Public Utilities Commission  
Regular Meeting Agenda  
Monday July 15, 2024 at 5:30 p.m.  
Lanesboro Community Center Meeting Room and Zoom**

\*Zoom is provided as a way to offer more accessibility to council and committee meetings.  
However, due to potential technical issues, full functionality is not guaranteed\*

<https://us02web.zoom.us/j/82892168693?pwd=YIBPbEpvU3oxK0lNejFaNldFL3ZSQ09>

Meeting ID: 828 9216 8693 Passcode: 611594

Dial by your location • +1 305 224 1968 US • +1 309 205 3325 US • +1 312 626 6799 US (Chicago)

**Call the Regular Meeting to Order**

- A. Agenda Approval
- B. Public Comments
- C. Consent Agenda
  - a. [Minutes of Regular Meeting, June 17, 2024](#)
  - b. [Financial Summary, June 2024](#)
  - c. [Accounts Payable](#)
- D. Staff Update
- E. City Council Update

**Continued Business**

- A. Lead Service Line Inventory
- B. WWTF - Significant Industrial User Agreement

**New Business**

**Miscellaneous**

**Next Meeting: Monday, August 19, 2024 at 5:30 p.m.**

**Adjourn Regular Meeting**

---

**Lanesboro Public Utilities Commission  
Regular Meeting Minutes  
Monday, June 17, 2024  
Lanesboro Community Center Meeting Room & Zoom**

**Present**

**Members:**      X   Jon Pieper                        X   Elliot Riggott              X   Brian Roelofs  
**Staff:**          X   Mitchell Walbridge        X   Darla Taylor              X   Jerod Wagner  
**Visitors:**    Mindy Albrecht-Benson, Bonita Underbakke, Andrew Heimdahl

**Regular Meeting:**

Member Pieper called the regular meeting to order at 5:30 p.m.

**A. Agenda:** Member Pieper entered a motion to approve the agenda as presented; Member Riggott seconded the motion. Motion carried with all in favor.

**B. Public Comments:** No comments were shared.

**C. Consent Agenda:**

- a. Minutes of Regular Meeting, April 15, 2024
- b. Financial Summary, May 2024
- c. Accounts Payable

Member Riggott entered a motion to approve the Consent Agenda; Member Pieper seconded the motion. Motion carried with all in favor.

**D. Staff Update:** Public Utilities Supervisor Jerod Wagner shared the staff update.

- Lanesboro Public Utilities hosted the March 31, 2024 UMMEG meeting. Discussion at the meeting largely focused on MISO's changes to diesel generation response requirements.
- Grant funding is still being pursued for the purchase of batteries that may be used for interim time during diesel generation runs.
- There are six electric meters remaining to be replaced in the city.
- The wastewater treatment facility is still not operating as it needs to reliably pass CBOD testing requirements. Wapasha Construction continues to work on projects that need to be completed. The commission members discussed implementing liquidated damages for the delays.

**E. City Council Update:** City Councilor Albrecht-Benson shared that the city council authorized funding contribution to cover part of the cost of the Case 580SN Backhoe replacement. Also, the city started its budgeting process for 2025 budgets.

**Continued Business**

**A. Lead Service Line Inventory:** Administrator Walbridge stated that the third-party contractor, Esri, has initiated the contract and Lanesboro Public Utilities has been reimbursed through the State of Minnesota for the contract cost. Work is expected to begin later this summer. It was noted that the identification of residential driplines is still intended to be completed as part of the inventory project.

**B. Wastewater Treatment Facility Industrial User Agreement:** Administrator Walbridge updated the commission that the final draft of the agreement was completed and will be shared with members. A copy of the agreement will also be sent to Andrew and Karen Heimdahl of Sylvan Brewing. The Heimdahls will have a period of time of 30 days to review the proposed permit agreement prior to having a meeting with city and public utilities staff.

**C. Capital Projects:** No updates on capital projects were provided. Supervisor Wagner is identifying projects to submit for the 2025 budget.

**D. Semcac Conservation Improvement Program Contract:** Administrator Walbridge shared there is adequate funding in the Conservation Improvement Program (CIP) fund to renew the contract with Semcac for low-income participants. Members discussed services for energy audits to be completed.

Draft 06/18/2024

Member Pieper entered a motion to renew the contract with Semcac; Member Roelofs seconded the motion. Motion carried with all in favor.

### **New Business**

- A. 2024 Case 580SN Backhoe Purchase:** Administrator Walbridge shared the budget balance of the Lanesboro Public Utilities Vehicle Replacement Fund. \$28,821.48 has been budgeted for the replacement of the 2019 Case 580SN Backhoe. Staff recommended replacing the backhoe now due to the depreciation in trade-in value that will be seen if the trade-in is delayed to 2025. The city council authorized funding of up to \$37,463.00 from the city's vehicle replacement fund as the use of the backhoe is split between the public works department and the public utilities department. Member Riggott entered a motion to approve Lanesboro Public Utilities vehicle replacement funds to be used to contribute to the backhoe purchase; Member Pieper seconded the motion. Motion carried with all in favor.
- B. Commission Meeting Schedule:** Members noted there was not a need to change the meeting schedule and that members would communicate meeting change requests to Administrator Walbridge if a quorum is not available for the regular meetings.

### **Miscellaneous**

- A. Rugby:** Supervisor Wagner shared there is an upcoming opportunity to join a wind generation contract through UMMEG which is referred to as Rugby. Supervisor Wagner will continue to keep commission members informed of additional information and Gary Price of UMMEG will be invited to a future meeting to discuss the Rugby contract and the financial components involved with the agreement.

Member Roelofs entered a motion to adjourn the meeting; Member Riggott seconded the motion. Motion carried with all in favor.

**Next Meeting: Monday, July 15, 2024 at 5:30 p.m.**

Respectfully submitted,

Mitchell Walbridge  
City Administrator/Clerk

Department	2024 Budget	January	February	March	April	May	June	YTD Total	% of Budget
<b>Fund 410 WATER CAPITAL</b>									
R 410-60100-37740 Cell Tower Rental Fee	\$ 55,000.00	\$ 4,698.38	\$ 6,220.27	\$ 3,176.49	\$ 5,028.68	\$ 3,182.97	\$ 3,213.41	\$ 25,520.20	46.40%
<b>Total</b>	<b>\$ 55,000.00</b>	<b>\$ 4,698.38</b>	<b>\$ 6,220.27</b>	<b>\$ 3,176.49</b>	<b>\$ 5,028.68</b>	<b>\$ 3,182.97</b>	<b>\$ 3,213.41</b>	<b>\$ 25,520.20</b>	<b>46.40%</b>
<b>Fund 440 ELECTRIC CAPITAL</b>									
R 440-60400-37414 Green Power	\$ 2,200.00	\$ 196.49	\$ 176.12	\$ 202.78	\$ 177.00	\$ 209.16	\$ 188.78	\$ 1,150.33	52.29%
<b>Total</b>	<b>\$ 2,200.00</b>	<b>\$ 196.49</b>	<b>\$ 176.12</b>	<b>\$ 202.78</b>	<b>\$ 177.00</b>	<b>\$ 209.16</b>	<b>\$ 188.78</b>	<b>\$ 1,150.33</b>	<b>52.29%</b>
<b>Fund 610 WATER FUND</b>									
E 610-60100-101 Wages and Salaries (GENERAL)	\$ 50,320.60	\$ 5,199.03	\$ 3,375.84	\$ 3,311.59	\$ 3,335.58	\$ 3,379.54	\$ 3,382.06	\$ 21,983.64	43.69%
E 610-60100-121 PERA	\$ 3,774.04	\$ 389.88	\$ 253.15	\$ 248.35	\$ 250.16	\$ 253.46	\$ 253.65	\$ 1,648.65	43.68%
E 610-60100-122 FICA	\$ 5,032.06	\$ 388.87	\$ 250.06	\$ 245.10	\$ 247.98	\$ 250.32	\$ 250.58	\$ 1,632.91	32.45%
E 610-60100-131 Employer Paid Health	\$ 9,216.50	\$ 705.01	\$ 699.50	\$ 679.25	\$ 646.50	\$ 700.11	\$ 678.83	\$ 4,109.20	44.59%
E 610-60100-134 Employer Paid Life	\$ 425.00	\$ -	\$ 55.07	\$ 27.54	\$ -	\$ 82.61	\$ -	\$ 165.22	38.88%
E 610-60100-135 Cell Phone	\$ 375.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 150.00	40.00%
E 610-60100-150 Worker s Comp (GENERAL)	\$ 885.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 407.94	\$ 407.94	46.09%
E 610-60100-208 Training and Instruction	\$ 1,250.00	\$ -	\$ -	\$ -	\$ 156.52	\$ -	\$ -	\$ 156.52	12.52%
E 610-60100-210 Operating Supplies (GENERAL)	\$ 7,725.00	\$ 373.65	\$ 1,490.86	\$ 277.05	\$ 36.46	\$ 151.99	\$ 37.17	\$ 2,367.18	30.64%
E 610-60100-212 Motor Fuels	\$ 850.00	\$ -	\$ 93.59	\$ -	\$ 135.49	\$ -	\$ 105.35	\$ 334.43	39.34%
E 610-60100-216 Chemicals and Chem Products	\$ 5,500.00	\$ -	\$ -	\$ 3,617.15	\$ -	\$ -	\$ -	\$ 3,617.15	65.77%
E 610-60100-219 Lab Tests	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-239 Clothing Allowance	\$ 330.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-240 Small Tools and Minor Equip	\$ 2,143.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-300 Professional Svcs (GENERAL)	\$ 3,500.00	\$ 53.69	\$ 102.44	\$ 102.44	\$ 103.69	\$ 53.69	\$ 4,760.69	\$ 5,176.64	147.90%
E 610-60100-301 Auditing and Acct g Services	\$ 2,800.00	\$ -	\$ -	\$ -	\$ 1,725.00	\$ 1,400.00	\$ 125.00	\$ 3,250.00	116.07%
E 610-60100-303 Engineering Fees	\$ 5,000.00	\$ -	\$ 330.00	\$ -	\$ -	\$ 382.50	\$ -	\$ 712.50	14.25%
E 610-60100-311 Membership Dues	\$ 3,677.00	\$ 242.33	\$ -	\$ 1,127.00	\$ -	\$ 400.00	\$ 1,127.00	\$ 2,896.33	78.77%
E 610-60100-321 Telephone	\$ 2,100.00	\$ 149.37	\$ 148.47	\$ 158.97	\$ 148.97	\$ 147.37	\$ 148.07	\$ 901.22	42.92%
E 610-60100-322 Postage	\$ 1,450.00	\$ 75.38	\$ 75.75	\$ 112.38	\$ 75.38	\$ 193.98	\$ 87.20	\$ 620.07	42.76%
E 610-60100-331 Travel Expenses	\$ 206.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-350 Print/Binding (GENERAL)	\$ 206.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-361 General Liability Ins	\$ 1,854.00	\$ 1,335.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,335.31	72.02%
E 610-60100-362 Property Ins	\$ 9,500.00	\$ 8,739.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,739.00	91.99%
E 610-60100-363 Automotive Ins	\$ 215.00	\$ 218.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218.00	101.40%
E 610-60100-380 Utility Services (GENERAL)	\$ 50,000.00	\$ 2,809.78	\$ 3,679.35	\$ 3,279.67	\$ 3,295.08	\$ 2,966.78	\$ 2,749.06	\$ 18,779.72	37.56%
E 610-60100-402 Repairs/Maint Structures	\$ 5,253.00	\$ -	\$ 175.00	\$ -	\$ -	\$ -	\$ 4,648.42	\$ 4,823.42	91.82%
E 610-60100-404 Repairs/Maint Machinery/Equip	\$ 5,150.00	\$ 57.00	\$ 300.13	\$ -	\$ -	\$ 92.15	\$ 305.41	\$ 754.69	14.65%
E 610-60100-410 Rentals (GENERAL)	\$ 103.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 610-60100-430 Miscellaneous (General)	\$ 210.00	\$ 21.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21.25	10.12%
E 610-60100-500 Capital Outlay (GENERAL)	\$ 18,500.00	\$ -	\$ 54,050.00	\$ -	\$ -	\$ -	\$ -	\$ 54,050.00	292.16%
E 310-60100-611 Bond Interest	\$ 22,590.00	\$ -	\$ 11,295.00	\$ -	\$ -	\$ -	\$ -	\$ 11,295.00	50.00%
E 310-60100-601 Debt Srv Bond Principal	\$ 97,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Vehicle Replacement	\$ 36,604.10							\$ -	0.00%
Transfer to General Fund:									
Auburn/Zenith Road Project	\$ 14,897.00							\$ -	0.00%
Wages and Benefits - Administration	\$ 21,256.53							\$ -	0.00%

	<b>Subtotal</b>	<b>\$ 390,398.05</b>	<b>\$ 20,782.55</b>	<b>\$ 76,399.21</b>	<b>\$ 13,211.49</b>	<b>\$ 10,181.81</b>	<b>\$ 10,479.50</b>	<b>\$ 19,091.43</b>	<b>\$ 150,145.99</b>	<b>38.46%</b>
R 610-60100-36210 Interest Earnings		\$ 3,000.00	\$ 458.17	\$ 459.99	\$ 516.47	\$ 536.46	\$ 575.10	\$ 2,546.19	\$ 2,546.19	84.87%
R 610-60100-37110 Residential Water		\$ 64,479.80	\$ 5,659.39	\$ 4,741.80	\$ 4,938.61	\$ 4,552.85	\$ 5,174.01	\$ 6,477.46	\$ 31,544.12	48.92%
R 610-60100-37111 Commercial Water		\$ 100,000.00	\$ 6,527.50	\$ 3,204.89	\$ 3,577.84	\$ 4,010.62	\$ 4,318.65	\$ 8,001.06	\$ 29,640.56	29.64%
R 610-60100-37114 State Water Fee			\$ 7.85	\$ 1.14	\$ 4.25	\$ 1.30	\$ 1.99	\$ 29.47	\$ 46.00	
R 610-60100-37160 Water Penalty			\$ 19.05	\$ 9.01	\$ 52.36	\$ 19.25	\$ 75.98	\$ 52.41	\$ 228.06	
R 610-60100-36200 Miscellaneous Revenues			\$ -	\$ 1,342.07	\$ -	\$ 401.48	\$ -	\$ 1,743.55	\$ 1,743.55	
R 310-60100-37112 Water Base Charge		\$ 196,140.00	\$ 18,180.05	\$ 16,896.45	\$ 17,806.19	\$ 17,121.22	\$ 18,162.31	\$ 17,660.48	\$ 105,826.70	53.95%
	<b>Subtotal</b>	<b>\$ 363,619.80</b>	<b>\$ 30,852.01</b>	<b>\$ 26,655.35</b>	<b>\$ 26,895.72</b>	<b>\$ 26,643.18</b>	<b>\$ 28,308.04</b>	<b>\$ 32,220.88</b>	<b>\$ 171,575.18</b>	<b>47.19%</b>
<b>Fund 620 SEWER FUND</b>										
E 620-60200-101 Wages and Salaries (GENERAL)		\$ 50,320.60	\$ 5,199.03	\$ 3,375.84	\$ 3,311.59	\$ 3,335.58	\$ 3,379.54	\$ 3,382.06	\$ 21,983.64	43.69%
E 620-60200-121 PERA		\$ 3,774.04	\$ 389.88	\$ 253.15	\$ 248.35	\$ 250.16	\$ 253.46	\$ 253.65	\$ 1,648.65	43.68%
E 620-60200-122 FICA		\$ 5,032.06	\$ 388.87	\$ 250.06	\$ 245.10	\$ 247.98	\$ 250.32	\$ 250.58	\$ 1,632.91	32.45%
E 620-60200-131 Employer Paid Health		\$ 9,216.50	\$ 705.01	\$ 699.50	\$ 679.25	\$ 646.50	\$ 700.11	\$ 678.83	\$ 4,109.20	44.59%
E 620-60200-134 Employer Paid Life		\$ 555.00	\$ -	\$ 55.07	\$ 27.54	\$ -	\$ 82.61	\$ -	\$ 165.22	29.77%
E 620-60200-135 Cell Phone		\$ 375.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 150.00	40.00%
E 620-60200-150 Worker s Comp (GENERAL)		\$ 895.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 407.94	\$ 407.94	45.58%
E 620-60200-208 Training and Instruction		\$ 3,090.00	\$ 100.00	\$ -	\$ -	\$ 133.52	\$ -	\$ 233.52	\$ 233.52	7.56%
E 620-60200-210 Operating Supplies (GENERAL)		\$ 4,500.00	\$ 17.80	\$ 698.34	\$ 902.46	\$ -	\$ 166.03	\$ 482.21	\$ 2,266.84	50.37%
E 620-60200-212 Motor Fuels		\$ 750.13	\$ -	\$ 93.59	\$ -	\$ 135.49	\$ -	\$ 105.35	\$ 334.43	44.58%
E 620-60200-213 Lubricants and Additives		\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-216 Chemicals and Chem Products		\$ 4,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-230 Permit Fees		\$ 5,150.00	\$ -	\$ -	\$ 1,450.00	\$ -	\$ -	\$ 1,450.00	\$ 1,450.00	28.16%
E 620-60200-239 Clothing Allowance		\$ 330.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-240 Small Tools and Minor Equip		\$ 642.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-300 Professional Srvs (GENERAL)		\$ 20,644.51	\$ 157.03	\$ 697.68	\$ 532.54	\$ 210.99	\$ 625.38	\$ 507.78	\$ 2,731.40	13.23%
E 620-60200-301 Auditing and Acct g Services		\$ 2,800.00	\$ -	\$ -	\$ -	\$ 1,725.00	\$ 1,400.00	\$ 125.00	\$ 3,250.00	116.07%
E 620-60200-303 Engineering Fees		\$ 5,358.06	\$ -	\$ -	\$ -	\$ 360.00	\$ 382.50	\$ -	\$ 742.50	13.86%
E 620-60200-321 Telephone		\$ 1,285.93	\$ 110.96	\$ 110.86	\$ 111.86	\$ 112.11	\$ 111.01	\$ 112.41	\$ 669.21	52.04%
E 620-60200-322 Postage		\$ 1,248.48	\$ 75.38	\$ 75.75	\$ 75.38	\$ 75.38	\$ 150.38	\$ 75.00	\$ 527.27	42.23%
E 620-60200-331 Travel Expenses		\$ 206.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-350 Print/Binding (GENERAL)		\$ 206.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-361 General Liability Ins		\$ 500.00	\$ 155.31	\$ -	\$ -	\$ -	\$ -	\$ 155.31	\$ 155.31	31.06%
E 620-60200-362 Property Ins		\$ 3,415.00	\$ 11,819.00	\$ -	\$ -	\$ -	\$ -	\$ 11,819.00	\$ 11,819.00	346.09%
E 620-60200-363 Automotive Ins		\$ 1,765.00	\$ 1,916.50	\$ -	\$ -	\$ -	\$ -	\$ 1,916.50	\$ 1,916.50	108.58%
E 620-60200-380 Utility Services (GENERAL)		\$ 60,000.00	\$ 1,481.43	\$ 2,398.27	\$ 2,003.07	\$ 1,960.57	\$ 2,248.28	\$ 2,298.44	\$ 12,390.06	20.65%
E 620-60200-402 Repairs/Maint Structures		\$ 5,358.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-404 Repairs/Maint Machinery/Equip		\$ 5,358.06	\$ -	\$ 18.10	\$ 650.80	\$ -	\$ -	\$ 15.63	\$ 684.53	12.78%
E 620-60200-410 Rentals (GENERAL)		\$ 309.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
E 620-60200-430 Miscellaneous		\$ 206.00	\$ 21.25	\$ -	\$ -	\$ -	\$ -	\$ 21.25	\$ 21.25	10.32%
E 620-60200-500 Capital Outlay (GENERAL)		\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
E 320-60200-613 Debt Interest		\$ 50,594.32	\$ -	\$ 19,175.36	\$ -	\$ -	\$ -	\$ 19,175.36	\$ 19,175.36	37.90%
E 320-60200 Debt Principal		\$ 144,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Transfer to General Fund:										
Wages and Benefits - Administration		\$ 21,256.53						\$ -	\$ -	0.00%

Auburn/Zenith Road Project	\$	14,897.00								\$	-	0.00%					
<b>Subtotal</b>	<b>\$</b>	<b>457,139.25</b>	<b>\$</b>	<b>22,562.45</b>	<b>\$</b>	<b>27,926.57</b>	<b>\$</b>	<b>10,262.94</b>	<b>\$</b>	<b>4,738.06</b>	<b>\$</b>	<b>5,108.58</b>	<b>\$</b>	<b>4,154.76</b>	<b>\$</b>	<b>74,753.36</b>	<b>16.35%</b>
R 620-60200-36210 Interest Earnings	\$	3,000.00	\$	458.17	\$	459.99	\$	516.47	\$	536.47	\$	575.10	\$		\$	2,546.20	84.87%
R 320-60200-37212 Usage	\$	134,597.90	\$	9,242.20	\$	5,924.00	\$	6,828.68	\$	7,472.11	\$	8,460.18	\$	11,684.52	\$	49,611.69	36.86%
R 620-60200-37211 Commercial Sewer			\$	1,441.07	\$	897.15	\$	665.54			\$	-		\$	3,003.76	#DIV/0!	
R 620-60200-37212 Apartment Base Charge			\$	394.11	\$	423.80	\$	354.06	\$	372.96	\$	372.94	\$	352.14	\$	2,270.01	#DIV/0!
R 620-60200-37212 Sewer Base Charge	\$	288,249.43	\$	24,160.68	\$	22,325.28	\$	23,336.49	\$	22,564.91	\$	23,710.58	\$	23,096.66	\$	139,194.60	48.29%
R 620-60200-37260 Sewer Penalty			\$	21.37	\$	22.58	\$	198.20	\$	199.87	\$	428.99	\$	283.00	\$	1,154.01	
R 620-60100-37740 Improvement Fee	\$	46,195.72	\$	3,970.35	\$	3,721.64	\$	3,814.66	\$	3,724.84	\$	3,903.01	\$	3,783.60	\$	22,918.10	49.61%
<b>Subtotal</b>	<b>\$</b>	<b>472,043.05</b>	<b>\$</b>	<b>39,687.95</b>	<b>\$</b>	<b>33,774.44</b>	<b>\$</b>	<b>35,714.10</b>	<b>\$</b>	<b>34,871.16</b>	<b>\$</b>	<b>37,450.80</b>	<b>\$</b>	<b>39,199.92</b>	<b>\$</b>	<b>220,698.37</b>	<b>46.75%</b>
<b>Fund 640 ELECTRIC FUND</b>																	
E 640-60400-101 Wages and Salaries (GENERAL)	\$	158,756.73	\$	17,136.35	\$	11,074.80	\$	11,589.66	\$	11,126.75	\$	11,656.09	\$	11,465.19	\$	74,048.84	46.64%
E 640-60400-121 PERA	\$	11,906.75	\$	1,285.30	\$	830.68	\$	869.25	\$	834.54	\$	874.22	\$	859.88	\$	5,553.87	46.64%
E 640-60400-122 FICA	\$	15,875.67	\$	1,289.98	\$	827.77	\$	867.25	\$	829.73	\$	872.29	\$	857.54	\$	5,544.56	34.92%
E 640-60400-131 Employer Paid Health	\$	18,433.00	\$	1,689.96	\$	1,663.96	\$	1,704.46	\$	1,769.96	\$	1,662.74	\$	1,705.30	\$	10,196.38	55.32%
E 640-60400-134 Employer Paid Life	\$	1,110.00	\$	-	\$	110.14	\$	55.06			\$	165.20			\$	330.40	29.77%
E 640-60400-135 Cell Phone	\$	375.00	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	50.00	\$	300.00	80.00%
E 640-60400-150 Worker s Comp (GENERAL)	\$	1,775.00	\$	-	\$	-	\$	-			\$	815.88			\$	815.88	45.97%
E 640-60400-208 Training and Instruction	\$	2,575.00	\$	-	\$	-	\$	-	\$	315.02	\$	137.95			\$	452.97	17.59%
E 640-60400-210 Operating Supplies (GENERAL)	\$	15,450.00	\$	35.59	\$	575.00	\$	27.98	\$	3,453.14	\$	4,396.05	\$	120.56	\$	8,608.32	55.72%
E 640-60400-212 Motor Fuels	\$	6,429.67	\$	-	\$	187.16	\$	-	\$	270.98			\$	210.68	\$	668.82	10.40%
E 640-60400-218 Purchased Power	\$	693,600.00	\$	46,920.83	\$	42,219.12	\$	33,404.48	\$	34,633.55	\$	30,552.79	\$	36,010.08	\$	223,740.85	32.26%
E 640-60400-230 Permit Fees	\$	515.00	\$	-	\$	-	\$	-			\$	25.00			\$	25.00	4.85%
E 640-60400-239 Clothing Allowance	\$	660.00	\$	-	\$	-	\$	-							\$	-	0.00%
E 640-60400-240 Small Tools and Minor Equip	\$	3,090.00	\$	-	\$	-	\$	-							\$	-	0.00%
E 640-60400-260 Meter Hosting & Monitoring	\$	4,500.00	\$	-	\$	280.60	\$	562.20	\$	282.92			\$	280.00	\$	1,405.72	31.24%
E 640-60400-300 Professional Svcs (GENERAL)	\$	12,000.00	\$	-	\$	97.50	\$	97.50	\$	303.93					\$	498.93	4.16%
E 640-60400-301 Auditing and Acct g Services	\$	5,600.00	\$	-	\$	-	\$	-	\$	3,450.00	\$	2,800.00	\$	250.00	\$	6,500.00	116.07%
E 640-60400-303 Engineering Fees	\$	5,253.00	\$	-	\$	-	\$	-	\$	1,260.00	\$	2,340.00			\$	3,600.00	68.53%
E 640-60400-311 Membership Dues	\$	1,821.74	\$	25.00	\$	1,114.00	\$	1,000.00							\$	2,139.00	117.42%
E 640-60400-321 Telephone	\$	1,545.00	\$	110.56	\$	111.06	\$	112.53	\$	110.31	\$	111.27	\$	110.01	\$	665.74	43.09%
E 640-60400-322 Postage	\$	2,571.87	\$	150.74	\$	151.50	\$	150.74	\$	166.89	\$	300.74	\$	150.00	\$	1,070.61	41.63%
E 640-60400-350 Print/Binding (GENERAL)	\$	262.65	\$	-	\$	-	\$	-							\$	-	0.00%
E 640-60400-361 General Liability Ins	\$	500.00	\$	310.63	\$	-	\$	-							\$	310.63	62.13%
E 640-60400-362 Property Ins	\$	24,500.00	\$	23,098.00	\$	-	\$	-							\$	23,098.00	94.28%
E 640-60400-363 Automotive Ins	\$	445.00	\$	436.00	\$	-	\$	-							\$	436.00	97.98%
E 640-60400-380 Utility Services (GENERAL)	\$	10,400.00	\$	506.85	\$	794.45	\$	611.07	\$	776.25	\$	680.05	\$	755.87	\$	4,124.54	39.66%
E 640-60400-402 Repairs/Maint Structures	\$	4,286.45	\$	-	\$	-	\$	-							\$	-	0.00%
E 640-60400-404 Repairs/Maint Machinery/Equip	\$	7,500.00	\$	-	\$	36.18	\$	-					\$	31.25	\$	67.43	0.90%
E 640-60400-410 Rentals (GENERAL)	\$	250.00	\$	-	\$	-	\$	-							\$	-	0.00%
E 640-60400-430 Miscellaneous (GENERAL)	\$	515.00	\$	42.50	\$	-	\$	-							\$	42.50	8.25%
E 640-60400-438 Gopher One Locates	\$	500.00	\$	9.45	\$	50.00	\$	1.35	\$	6.75	\$	18.90	\$	25.65	\$	112.10	22.42%
E 640-60400-439 Conservation Improvement	\$	6,399.00	\$	2,018.14	\$	25.00	\$	607.27			\$	100.00	\$	35.09	\$	2,785.50	43.53%
E 640-60400-500 Capital Outlay (GENERAL)	\$	32,500.00	\$	4,966.87	\$	-	\$	-							\$	4,966.87	15.28%
Vehicle Replacement	\$	86,613.06	\$	-	\$	-	\$	-							\$	-	0.00%

Transfer to General Fund:											
Auburn/Zenith Transfer	\$	36,600.00							\$	-	0.00%
Park Road Transfer	\$	7,500.00							\$	-	0.00%
Wages and Benefits Administration	\$	42,513.07							\$	-	0.00%
	<b>Subtotal</b>	<b>\$ 1,225,127.66</b>	<b>\$ 100,082.75</b>	<b>\$ 60,198.92</b>	<b>\$ 51,710.80</b>	<b>\$ 59,640.72</b>	<b>\$ 56,743.29</b>	<b>\$ 53,732.98</b>	<b>\$ 382,109.46</b>	<b>\$ 382,109.46</b>	<b>31.19%</b>
R 640-60400-37426 City Service Charge	\$	4,800.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 2,400.00	50.00%
R 640-60400-37425 City Street Lights	\$	5,200.00	\$ 493.54	\$ 454.29	\$ 379.02	\$ 353.52	\$ 303.95	\$ 365.81	\$ 365.81	\$ 2,350.13	45.19%
R 640-60400-37420 Security Lights	\$	1,450.00	\$ 124.00	\$ 124.00	\$ 124.00	\$ 116.25	\$ 124.39	\$ 131.36	\$ 131.36	\$ 744.00	51.31%
R 640-60400-37413 Commercial Electric	\$	363,137.71	\$ 30,411.88	\$ 27,648.00	\$ 22,425.18	\$ 23,567.60	\$ 23,956.72	\$ 26,215.56	\$ 26,215.56	\$ 154,224.94	42.47%
R 640-60400-37412 Residential Electric	\$	297,112.68	\$ 25,606.05	\$ 25,527.97	\$ 22,177.44	\$ 20,432.81	\$ 20,518.16	\$ 20,526.32	\$ 20,526.32	\$ 134,788.75	45.37%
R 640-60400-36210 Interest Earnings	\$	800.00	\$ 916.34	\$ 920.01	\$ 1,032.93	\$ 1,072.93	\$ 1,150.20			\$ 5,092.41	636.55%
R 340-60400-37415 Electric Base Charge	\$	406,702.56	\$ 35,736.37	\$ 33,450.26	\$ 33,662.56	\$ 34,000.54	\$ 34,562.32	\$ 34,353.86	\$ 34,353.86	\$ 205,765.91	50.59%
R 640-60400-35000 Fines and Forfeits			\$ 2.74	\$ 2.98	\$ 52.05	\$ -	\$ -	\$ 20.00	\$ 20.00	\$ 77.77	
R 640-60400-37460 Elec Penalty			\$ 214.22	\$ 99.54	\$ 290.65	\$ 363.15	\$ 523.15	\$ 493.11	\$ 493.11	\$ 1,983.82	
R 640-60400-36200 Miscellaneous Revenue			\$ 31.91	\$ 156.07	\$ 53.88	\$ 40.06	\$ 9.93	\$ 91.52	\$ 91.52	\$ 383.37	
R 640-60400-37410 Comm Solar Energy	\$	(1,050.00)	\$ -	\$ (4.90)	\$ (31.95)	\$ (37.60)	\$ (60.15)	\$ (117.23)	\$ (117.23)	\$ (251.83)	23.98%
R 640-60400-37411 Res. Solar Energy	\$	(4,500.00)	\$ (70.79)	\$ (85.36)	\$ (325.15)	\$ (303.78)	\$ (326.87)	\$ (419.79)	\$ (419.79)	\$ (1,531.74)	34.04%
	<b>Subtotal</b>	<b>\$ 1,079,202.95</b>	<b>\$ 93,937.05</b>	<b>\$ 88,783.12</b>	<b>\$ 80,597.71</b>	<b>\$ 79,943.65</b>	<b>\$ 81,015.74</b>	<b>\$ 81,992.91</b>	<b>\$ 506,270.18</b>	<b>\$ 506,270.18</b>	<b>46.91%</b>

# LANESBORO PUBLIC UTILITIES

07/09/24 9:46 AM

Page 1

## Payments

Current Period: July 2024

Payments Batch 07152024PAY						\$44,748.76
Refer	425281	<u>WAGNER, JEROD G</u>	-			
Cash Payment	E 640-60400-135	Employer Paid Other	cell			\$25.00
Invoice						
Cash Payment	E 620-60200-135	Employer Paid Other	cell			\$12.50
Invoice						
Cash Payment	E 610-60100-135	Employer Paid Other	cell			\$12.50
Invoice						
Transaction Date	6/26/2024		Checking	10101	<b>Total</b>	\$50.00
Refer	425282	<u>NORBY, JEFF</u>	-			
Cash Payment	E 640-60400-135	Employer Paid Other				\$25.00
Invoice						
Cash Payment	E 620-60200-135	Employer Paid Other				\$12.50
Invoice						
Cash Payment	E 610-60100-135	Employer Paid Other				\$12.50
Invoice						
Transaction Date	6/26/2024		Checking	10101	<b>Total</b>	\$50.00
Refer	425283	<u>MINNESOTA DEPARTMENT OF HE</u>	Ck# 042950	6/28/2024		
Cash Payment	E 610-60100-208	Training and Instruction	David Haugen	Renewal		
Invoice						
Transaction Date	6/28/2024		Checking	10101	<b>Total</b>	\$23.00
Refer	425284	<u>STORELEE CEMENT AND MASON</u>	-			
Cash Payment	E 610-60100-402	Repairs/Maint Structure	Hwy 16 curbs			\$2,482.00
Invoice						
Transaction Date	6/28/2024		Checking	10101	<b>Total</b>	\$2,482.00
Refer	425285	<u>BADGER METER</u>	-			
Cash Payment	E 610-60100-300	Professional Srvs (GEN				\$53.69
Invoice 80162345						
Transaction Date	7/1/2024		Checking	10101	<b>Total</b>	\$53.69
Refer	425286	<u>ACENTEK</u>	-			
Cash Payment	E 640-60400-321	Telephone				\$110.82
Invoice						
Cash Payment	E 610-60100-321	Telephone				\$147.81
Invoice						
Cash Payment	E 620-60200-321	Telephone				\$114.43
Invoice						
Transaction Date	7/1/2024		Checking	10101	<b>Total</b>	\$373.06
Refer	425287	<u>PRAXAIR</u>	-			
Cash Payment	E 610-60100-210	Operating Supplies (GE				\$37.87
Invoice 43823159						
Transaction Date	7/1/2024		Checking	10101	<b>Total</b>	\$37.87
Refer	425288	<u>PLUNKETTES PEST CONTROL</u>	-			
Cash Payment	E 610-60100-300	Professional Srvs (GEN				\$161.81
Invoice 8648261						
Transaction Date	7/1/2024		Checking	10101	<b>Total</b>	\$161.81

# LANESBORO PUBLIC UTILITIES

07/09/24 9:46 AM

Page 2

## Payments

Current Period: July 2024

Refer <u>425289 VISA</u> -					
Cash Payment	E 620-60200-210	Operating Supplies (GE			\$69.47
Invoice					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$69.47
Refer <u>425290 FASTENAL COMPANY</u> -					
Cash Payment	E 640-60400-210	Operating Supplies (GE			\$92.92
Invoice					
Cash Payment	E 640-60400-210	Operating Supplies (GE			\$131.72
Invoice					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$224.64
Refer <u>425291 PURCHASE POWER</u> -					
Cash Payment	E 640-60400-322	Postage			\$150.00
Invoice					
Cash Payment	E 620-60200-322	Postage			\$75.00
Invoice					
Cash Payment	E 610-60100-322	Postage			\$75.00
Invoice					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$300.00
Refer <u>425292 NORMANS ELECTRIC SERVICE</u> -					
Cash Payment	E 640-60400-300	Professional Srvs (GEN			\$1,816.00
Invoice 22604					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$1,816.00
Refer <u>425293 BOLTON &amp; MENK</u> -					
Cash Payment	E 422-60200-303	Engineering Fees			\$1,479.00
Invoice 0339669					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$1,479.00
Refer <u>425294 MIENERGY COOPERATIVE</u> -					
Cash Payment	E 640-60400-218	Purchased Power			\$25,769.42
Invoice					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$25,769.42
Refer <u>425295 GOPHER STATE ONE-CALL</u> -					
Cash Payment	E 640-60400-438	Gopher One Locates			\$16.20
Invoice 4060533					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$16.20
Refer <u>425296 UMMEG</u> -					
Cash Payment	E 640-60400-218	Purchased Power			-\$808.25
Invoice 2883					
Cash Payment	E 640-60400-218	Purchased Power			\$5,553.05
Invoice 6845					
Cash Payment	E 640-60400-218	Purchased Power			\$1,859.25
Invoice 6858					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$6,604.05
Refer <u>425297 UC LABORATORY</u> -					
Cash Payment	E 620-60200-300	Professional Srvs (GEN			\$610.39
Invoice 120532					
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	\$610.39

# LANESBORO PUBLIC UTILITIES

07/09/24 9:46 AM

Page 3

## Payments

Current Period: July 2024

Refer <u>425298 LANESBORO PUBLIC UTILITIES</u> -					
Cash Payment	E 610-60100-380	Utility Services (GENER			\$175.48
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$104.68
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$102.96
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$222.69
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$1,096.31
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$237.25
		Invoice			
Cash Payment	E 640-60400-380	Utility Services (GENER			\$651.39
		Invoice			
Cash Payment	E 610-60100-380	Utility Services (GENER			\$211.09
		Invoice			
Cash Payment	E 620-60200-380	Utility Services (GENER			\$1,826.31
		Invoice			
Transaction Date	7/8/2024	Checking	10101	<b>Total</b>	<b>\$4,628.16</b>

**Fund Summary**

	10101 Checking
422 WWTF DESIGN	\$1,479.00
610 WATER FUND	\$5,156.64
620 SEWER FUND	\$2,720.60
640 ELECTRIC FUND	\$35,392.52
	\$44,748.76

Pre-Written Checks	\$23.00
Checks to be Generated by the Computer	\$44,725.76
Total	\$44,748.76