



# East Grand Forks Water & Light Department

*Life Connected Since 1909*

## Water & Light Commission Meeting Agenda October 06, 2021 8:00 a.m., City Hall Council Chambers

1. Call meeting to order
2. Approve minutes from previous meeting -September 15, 2021
3. Bills and payroll
4. Comments from the public
5. Reports
  - a. Widseth Smith Nolting
    - i. Todd
    - ii. Steve or Dustin
  - b. City Attorney
6. Old Business
7. 2022 Water Treatment Plant Chemical Bids
8. Load Management Programs
9. Department Heads
10. Commissioner's reports
11. Adjourn to October 20, 2021 at 8:00 a.m.

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota on September 15, 2021 at 8:00 a.m held in the City Council Chambers.

Present: Beauchamp, Quirk, DeMers

Absent: Grinde

Also present: Brian Johnson, Jeff Olson, Steve Emery, Todd Forster, Brianna Feil, Corey Thompson and Karla Anderson.

It was moved by Commissioner Quirk seconded by Commissioner DeMers that the minutes of the previous regular meeting of September 1, 2021, be approved as read.

Voting Aye: Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner DeMers to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,259,774.98.

Voting Aye: Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner DeMers to approve the 2021-2022 MN Energy Assistance Program Agreement with the Tri-Valley Opportunity Council and a donation of \$2000 for the Reach Out for Warmth Program.

Voting Aye: Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner DeMers to approve providing complimentary power for the Blue Moose Oktoberfest to be held on 9-28-21.

Voting Aye: Beauchamp, Quirk, DeMers

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner DeMers to adjourn at 8:40 a.m. to the next regular meeting on October 6, 2021 at 8:00 am to be held in the City Council Chambers at City Hall.

Voting Aye: Beauchamp, Quirk, DeMers

Voting Nay: None

Lori Maloney  
Commission Secretary

# Accounts Payable

## Check Register Totals Only

User: khatcher  
 Printed: 10/4/2021 - 2:53 PM



# City of East Grand Forks

P. O. Box 373  
 East Grand Forks, MN 56721  
 (218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
517081	10/06/2021	ACM502	Acme Electric Companies	249.81	0
517082	10/06/2021	ADV501	Advanced Business Methods	69.07	0
517083	10/06/2021	AES500	Advanced Engineering and Environme	4,259.00	0
517084	10/06/2021	UB*01243	Farah Ali	61.21	0
517085	10/06/2021	UB*01247	Ikran Ali	32.21	0
517086	10/06/2021	UB*01242	Zekariya Ali	72.23	0
517087	10/06/2021	ALL503	All Pro Embroidery	210.00	0
517088	10/06/2021	AMC501	AM Conservation Group Inc	1,118.61	0
517089	10/06/2021	APC500	American Payment Centers	236.79	0
517090	10/06/2021	AWW503	American Water Works Association	850.00	0
517091	10/06/2021	AME505	American Welding & Gas, Inc.	2,185.00	0
517092	10/06/2021	ARA500	Aramark Uniform Services	357.06	0
517093	10/06/2021	BOR501	Border States Electric Supply	1,485.64	0
517094	10/06/2021	BUS501	Business Essentials	21.48	0
517095	10/06/2021	CAN501	Cannon Technologies Inc	9,038.30	0
517096	10/06/2021	CAR505	Cariveau Concrete Construction	1,900.00	0
517097	10/06/2021	CEN501	CenturyLink	99.29	0
517098	10/06/2021	COL500	Cole Papers Inc	191.75	0
517099	10/06/2021	COM505	Complete Pest Control Inc	275.00	0
517100	10/06/2021	COR503	Core & Main	382.11	0
517101	10/06/2021	UB*01244	Jared Cuoco	2.65	0
517102	10/06/2021	DAK502	Dakota Supply Group	32.16	0
517103	10/06/2021	EGF501	EGF City	113,318.21	0
517104	10/06/2021	ELE501	Electric Pump	1,418.90	0
517105	10/06/2021	EXP501	Exponent	490.00	0
517106	10/06/2021	FIS501	Fisher Scientific Co LLC	441.38	0
517107	10/06/2021	UB*01249	Jaden Fjestad	42.25	0
517108	10/06/2021	FUS500	Fusion Automation Inc.	1,439.66	0
517109	10/06/2021	GFT501	GF Thur-O-Clean	962.69	0
517110	10/06/2021	GRA567	Grand Trailer Sales	5,217.40	0
517111	10/06/2021	GRA504	Graybar	704.55	0
517112	10/06/2021	GRA505	Graymont (WI) LLC	6,438.75	0
517113	10/06/2021	UB*01248	Kadra Hassan	125.11	0
517114	10/06/2021	HAW501	Hawkins Inc	5,216.89	0
517115	10/06/2021	UB*01241	Kaylynn Hohmann-Wavra	38.07	0
517116	10/06/2021	IHM500	iHeartMedia	549.00	0
517117	10/06/2021	INT503	Integrated Process Solutions Inc	1,141.47	0
517118	10/06/2021	UB*01245	Carter Krier	74.78	0
517119	10/06/2021	UB*01250	Isaac Lees	19.16	0
517120	10/06/2021	LOC501	Locators & Supplies Inc	734.30	0
517121	10/06/2021	UB*01251	Hudson McMillin	160.39	0
517122	10/06/2021	MND501	MN Dept of Commerce	2,748.61	0
517123	10/06/2021	MND504	MN Dept of Health	32.00	0
517124	10/06/2021	OFF500	Office Depot	149.98	0
517125	10/06/2021	PIT501	Pitney Bowes	5,000.00	0
517126	10/06/2021	UB*01252	Austin Plovie	131.69	0
517127	10/06/2021	POL560	Polk County Government Center	11,015.39	0
517128	10/06/2021	POL504	Polk County Recorder	20.00	0
517129	10/06/2021	PRO502	Project Energy Savers LLC	556.75	0
517130	10/06/2021	RED501	Red Wing Business Advantage Acct	175.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
517131	10/06/2021	RMB500	RMB Environmental Laboratories, Inc	95.00	0
517132	10/06/2021	ROT502	Rotary Club of EGF	200.00	0
517133	10/06/2021	UB*01246	Deborah Strandlien	80.76	0
517134	10/06/2021	SWA563	Mark & Kristi Swanson	500.00	0
517135	10/06/2021	TAG500	Taggart Contracting Inc.	147,139.00	0
517136	10/06/2021	UB*01253	Tyson Tipton	84.18	0
517137	10/06/2021	TKE501	TK Elevator	581.32	0
517138	10/06/2021	TOS502	Toshiba Financial Services	510.27	0
517139	10/06/2021	TRI502	Tri-Valley Opportunity Council Inc	2,000.00	0
517140	10/06/2021	USB502	US Bank Corporate Payment Systems	2,690.45	0
517141	10/06/2021	VER500	Verizon Wireless	313.77	0
517142	10/06/2021	WAT501	Water & Light Department	15,632.20	0
517143	10/06/2021	WES501	Wesco Receivables Corp	680.52	0
517144	10/06/2021	WAP500	Western Area Power Administration	121,502.98	0
517145	10/06/2021	WID501	Widseth Smith Nolting & Assoc Inc	27,929.41	0
517146	10/06/2021	XCE501	Xcel Energy	114.67	0
517147	10/06/2021	XCE502	Xcel Energy	4,573.58	0
				<hr/> <hr/>	
Check Total:				506,119.86	
				<hr/> <hr/>	

### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: BRIANNA M FEIL Account Number: **8731 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">08/27/2021</a>	08/30/2021	240497	5969	OTHER DIRECT MARKETER	SAMS CLUB CHECKS	TX	833756879	\$ 25.04	<a href="#">Memo</a>	106886520	Not Reviewed	No
<a href="#">09/03/2021</a>	09/06/2021	240491	8299	SCHOOLS/EDUCATIONAL	FREDPRYOR	KS	431830400	199.00	<a href="#">Memo</a>	0005278	Not Reviewed	No
				SCHL	CAREERTRACK							

Name: BRIAN JOHNSON Account Number: **2647 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">08/26/2021</a>	08/30/2021	240493	3502	BEST WESTERN HOTELS	BEST WESTERN ST CLOUD	MN		334.50	<a href="#">Memo</a>	767632	Not Reviewed	No
<a href="#">09/02/2021</a>	09/03/2021	240491	8999	PROFESSIONAL SERVICES	SQ *INTEGRITY SHIPPING &	ND	800429876	12.53	<a href="#">Memo</a>	00011529215105120	Not Reviewed	No
<a href="#">09/03/2021</a>	09/06/2021	240499	5943	STATIONERY	OFFICEMAX/DEPOT 6576	ND		87.91	<a href="#">Memo</a>	657620210903	Not Reviewed	No
				STORE/SUPPLIES								
<a href="#">09/10/2021</a>	09/10/2021	240491	8398	CHARITABLE/SOCIAL	AMWA.ORG	CO	135660277	75.00	<a href="#">Memo</a>	685121118	Not Reviewed	No
				SERVICE								
<a href="#">09/14/2021</a>	09/16/2021	240491	9399	GOVERNMENT	DEPARTMENT OF LABOR	MN		20.00	<a href="#">Memo</a>	MN1DL000659374	Not Reviewed	No
				SERVICES-OTHER	AND I							

Name: KEITH MYKLESETH Account Number: **9721 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">08/24/2021</a>	08/26/2021	240493	3501	HOLIDAY INNS	HOLIDAY INN EXPRESS	MN	272575500	105.96	<a href="#">Memo</a>	1798279	Not Reviewed	No
Name: JEFF OLSON Account Number: **9754 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">08/26/2021</a>	08/30/2021	240493	3502	BEST WESTERN HOTELS	BEST WESTERN ST CLOUD	MN		334.50	<a href="#">Memo</a>	767630	Not Reviewed	No
<a href="#">08/26/2021</a>	08/30/2021	240493	3502	BEST WESTERN HOTELS	BEST WESTERN ST CLOUD	MN		334.50	<a href="#">Memo</a>	767631	Not Reviewed	No
<a href="#">08/31/2021</a>	09/01/2021	240499	5942	BOOK STORES	AMZN MKTP	WA	911986545	41.24	<a href="#">Memo</a>	114-5212867-08042	Not Reviewed	No
					US*255U48B51 AM							

### Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: RAY RAKOCZY Account Number: **5668 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">09/15/2021</a>	09/17/2021	240491	8699	MEMBERSHIP ORGANIZATIONS	MNAWWA	MN	237026161	\$ 155.00	<a href="#">Memo</a>	101160125583	Not Reviewed	No

Name: MAREN SWINGEN Account Number: **9812 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">09/08/2021</a>	09/09/2021	240499	5942	BOOK STORES	AMZN MKTP US*256QG0H12	WA		315.03	<a href="#">Memo</a>	112-1163532-22586	Not Reviewed	No
<a href="#">09/17/2021</a>	09/20/2021	240490	1711	HEATING, PLUMBING, AIR CO	GREATPLAINSHEATINGAC	ND		279.01	<a href="#">Memo</a>		Not Reviewed	No

Name: COREY THOMPSON Account Number: **9747 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account: Billing Type: Centrally Billed Account												
<a href="#">09/03/2021</a>	09/03/2021	240498	7399	BUSINESS SERVICES -OTHER	AMAZON WEB SERVICES	WA	911986545	3.50	<a href="#">Memo</a>	410852671	Not Reviewed	No
<a href="#">09/09/2021</a>	09/10/2021	240491	4814	TELECOM SVC/CRED CRD CALL	ZOOM.US 888-799-9666	CA	611648780	16.06	<a href="#">Memo</a>	opsnt1jboth	Not Reviewed	No
<a href="#">09/15/2021</a>	09/16/2021	240500	4215	COURIER SERVICES-AIR/GROUND	UPS*1ZUT308B0300022016	GA	582417242	34.21	<a href="#">Memo</a>	RMA # 21R5804	Not Reviewed	No
<a href="#">09/17/2021</a>	09/20/2021	240499	5942	BOOK STORES	AMAZON.COM*2G5KP06W0	WA		35.85	<a href="#">Memo</a>	114-0167875-88770	Not Reviewed	No

## Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
<a href="#">09/21/2021</a>	09/22/2021	240499	5734	COMPUTER SOFTWARE STORES	CBICOREL	IL		\$ 428.49	<a href="#">Memo</a>	295092714	Not Reviewed	No

Total Number of Records: 19

Total **\$2,837.33**

End of Report

**Rebates 10-6-21**

AC Tune up	Cash	\$	60.00	
AC Tune up	Skyberg	\$	60.00	
Commercial Custom	Polk County Social Services - AC Upgrades	\$	317.45	
Commercial Lighting Replacement	Polk County Social Services - 292 LED Fixtures	\$	9,900.00	
Commercial VFD	Polk Country Social Services	\$	797.94	<b>\$ 11,015.39</b>
Commercial Lighting Replacement	Grand Trailer Sales - Removal 41 Fixtures, 74 LED Fixtures	\$	4,138.00	
Commercial Weatherization	Grand Trailer Sales - Insulation	\$	1,079.40	<b>\$ 5,217.40</b>
Dishwasher	Krause	\$	50.00	
Dishwasher, Refrigerator, Recycle	Barnes	\$	175.00	
ECM	Bragg	\$	150.00	
ECM	Burton	\$	150.00	
ECM	Hodge	\$	150.00	
ECM	Kalliokoski	\$	150.00	
ECM	Neuerburg	\$	150.00	
ECM	Wack	\$	150.00	
EI Water Heater	Kuntz	\$	50.00	
Recycle	Heisler	\$	50.00	
Recycle	Holweger	\$	50.00	
Refrigerator & Front Load Washer	Bolen	\$	175.00	
Residential Weatherization	Swanson - 13 Windows	\$	500.00	
Top Load Washer	Hatcher	\$	75.00	
Top Load Washer	Saucedo	\$	75.00	
	<b>Total</b>		<b>\$ 18,452.79</b>	



# Request for Water and Light Commission Action

**Date:** 9-15-2021  
**To:** Water & Light Commission; GM Keith Mykleseth  
**From:** Brian Johnson  
**RE:** 2022 Water Treatment Chemical Bids

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## **Background:**

The Water Treatment Plant will be seeking bids for chemical to be used in 2022. The 2022 bid packet includes a one year base price for estimated Water Treatment Chemical requirements. As well as a two year base-bid price for a Guaranteed Cost Contract on pretreatment and softener basin coagulants, service and performance requirements.

If approved the bid packet will be sent out October 20th. While advertising will take place October 19th through the 26th. The bid opening will take place November 16th. Bid tabulation and recommendations will be presented to the Commission on December 1st.

## **Recommendation:**

Authorize Chemical and Guaranteed Cost Contract bid specifications, advertise to bid.

# Request for Water and Light Commission Action

**Date:** October 4th, 2021  
**To:** Water and Light Commission  
**From:** Kevin Hatcher, Veronica Kostrzewski, Corey Thompson  
**RE:** Load Management Programs

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## Background:

Prior to receiver change out, time was taken to review the Load Management programs and make some changes, and review credits based on current demand charges and likely captured load. See attached document.

**WATER HEATING:** Keep pretty much the same. 40 gallon minimum, \$6/water heater/month credit, controlled during system demand peaks to save wholesale demand charges.

**AIR CONDITIONING:** Increase credit to \$8.25/month for 2.5-5 tons of cooling and offer \$3/ton/month for cooling over 5 ton. Total premise capacity is used for calculation, separate receiver on each unit, or approved control strategy in HVAC control system. Units would be controlled during system peak to save wholesale demand charges

**STORED ENERGY:** Previously named storage heat. Changed to allow additional loads like EV chargers or battery banks. Control strategy changed to only energize loads during reduced wholesale energy rate periods.

**DUEL FUEL:** No real changes, continue to get off-peak rate, controlled to avoid wholesale demand charges.

**YEARROUND HEAT PUMP:** New program to offer a yearround credit to heat pump customers. \$8.25 year round credit for control strategy that reduced the billable wholesale demand charge.

**LEGACY HEAT PUMP:** Depreciated program that will be phased out

## Recommendation:

Approve proposed load management program as presented

Instruct staff to provide timeline of implementation of new program

# New Load Management Agreement



## Load Management Agreement

East Grand Forks offers the following Load Management programs to help customers save on their bill while helping with overall grid stability and reducing the need for additional resources during peak times.

**Water Heating** - Customers receive a credit each month (currently \$6) to allow Water and Light cycle their 40 gallon or greater electric water heater during peak demand periods. Water heater consumption is recorded on main meter, not off-peak meter. Credit is given per eligible water heater. Typically control will run water heaters in a random 30 minute off, 10 minute on cycle for periods lasting less than 4 hours.

Water Heater Make/Model:

Water Heater Gallons:

Water Heater Watts:

**Air Conditioning** - Customers receive a credit on their June, July, August and September bills to allow Water and Light cycle their central air conditioning during peak demand times. Air conditioners must be permanently wired and at least 2.5 tons of cooling. Credit is based on total tons of cooling of all units at a location, each unit must have a separate receiver. Current credit is \$8.25/month for 2.5-5 tons of cooling, and \$3/ton/month for each ton over 5 tons of cooling. Energy is recorded on main meter. Heat Pump customers wanting only summer control should enroll in this program. Typical control will run cooling at a 15 minute on, 15 minute off cycle for periods lasting less than 6 hours.

Air Conditioner Make/Model:

Air Conditioner Tons or BTUs:

Air Conditioner Watts:

**Stored Energy-** Customers receive energy at off-peak rate (currently 7.314 cents per KWH, about 30% cheaper than standard rate of 10.659 cents) for charging their approved energy storage system, such as slab heat from a cable or electric boiler, or electric vehicle charging system. Loads will be energized during periods of reduced energy wholesale cost, currently 10PM-7AM on weekdays, and all day on weekends and holidays. Energy is recorded on an off-peak meter.

Stored Energy Type:

Stored Energy Watts:

**Duel Fuel** - Customers receive energy at off-peak rate for allowing Water and Light to shift their primary heat from electricity to a utility approved, automatic backup source during peak demand periods. Energy is recorded on an off-peak meter.

Electric Heat Type:

Electric Heat Watts:

Backup Heat Source:

**Heat Pump** - Customers with approved heat pump systems will receive a year round monthly credit (currently \$8.25/month) to allow Water and Light to control their heat pump during peak demand periods. Customer must have a utility approved, automatic backup heating system. Energy is recorded on main meter.

Heat Pump Model:

Heat Pump Tons:

Backup Heat Source:

**Legacy Heat Pump Program** - No new enrollments to this program will be allowed. Customers with eligible heat pumps will get the Air Conditioning credit in the cooling months and dual fuel rate during heating months. Heat pump energy is recorded on an off-peak meter, billed at full rate during cooling months and off-peak rate during heating months.

Heat Pump Model:

Heat Pump Tons:

Backup Heat Source:

- All credits and rates are subject to change.

- Customers with controlled heating and/or cooling loads are advised against using programmable or "smart" thermostats, but should leave their thermostats set for desired comfort level.
- Control strategies are subject to change.
- Customers requesting suspension of their garbage fees during extended absence will also have their load management credits suspended.
- Water and Light is not responsible for damages that occur due to load control.
- Water and Light will provide basic installation of load management receiver. If additional work is needed, it will be done at customer expense.

I agree to let Water and Light control the loads mentioned above in exchange for the credits or rates as specified in the program.

Customer Signature

Customer account number

Customer Name

Premise Address

Customer Phone

Customer email