



## MEETING AGENDA – JULY 24, 2018

COMMUNITY ROOM  
4000 EAST RIVER ROAD NE  
ROCHESTER, MN 55906

4:00 PM

### **Call to Order**

- 1. Approval of Agenda**
- 2. Approval of Minutes**
  1. Public Utility Board - Regular Meeting - Jun 26, 2018 4:00 PM
- 3. Approval of Accounts Payable**
  1. a/p board listing
- 4. Recognition - Pete Bennett**

### **NEW BUSINESS**

#### **Open Comment Period**

*(This agenda section is for the purpose of allowing citizens to address the Utility Board. Comments are limited to 4 minutes, total comment period limited to 15 minutes. Any speakers not having the opportunity to be heard will be the first to present at the next Board meeting.)*

- 5. Informational**
  1. Board Delegation of Authority Policy Revision
- 6. Board Liaison Reports**
  1. RPU Index of Board Policies
- 7. General Managers Report**
- 8. Division Reports & Metrics**
- 9. Other Business**
- 10. Adjourn**

*The agenda and board packet for Utility Board meetings are available on-line at [www.rpu.org](http://www.rpu.org) and <http://rochestercitymn.igmp2.com/Citizens/Default.aspx>*



## MEETING MINUTES – JUNE 26, 2018

BOARD ROOM  
4000 EAST RIVER ROAD NE  
ROCHESTER, MN 55906

4:00 PM

**Call to Order**

Attendee Name	Title	Status	Arrived
Mark Browning	Board President	Present	
Tim Haskin	Board Member	Absent	
Melissa Graner Johnson	Board Member	Present	
Brian Morgan	Board Member	Present	
Michael Wojcik	Board Member	Absent	

**1. Recognition: MMUA Scholarship Winner - Eric Chestolowski**

Eric Chestolowski, of Rochester, was recognized by the RPU Board and Steve Downer, MMUA Associate Executive Director, as the winner of the 2018 MMUA Tom Bovitz Memorial Scholarship essay contest. Winners were selected on May 9, 2018. Eric was presented with a certificate from MMUA by Mr. Downer and RPU General Manager Mark Kotschevar, and will receive a \$2,000 scholarship. This year's essay theme was "Municipal Utilities: Good for All of Us."

**2. Approval of Agenda**

- Motion to:** approve the agenda as presented

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Browning, Board President
<b>SECONDER:</b>	Melissa Graner Johnson, Board Member
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

**3. Approval of Minutes**

- Public Utility Board - Regular Meeting - May 22, 2018 4:00 PM
- Motion to:** approve the Minutes as presented

*Vice President Johnson asked if the Minutes as stated in the General Manager's Report, first paragraph, "General Manager Mark Kotschevar stated that the change in the state bidding threshold that raises the dollar amount of bids requiring Board approval from \$100,000 to \$175,000 will go into effect August 1, 2018, and his assumption is that the utility will move towards that practice if the Board is comfortable," should be changed to more than an assumption. Mr. Kotschevar said that the Board will follow state bidding laws and the question about the General Manager's approval level will be discussed in the future.*

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Browning, Board President
<b>SECONDER:</b>	Melissa Graner Johnson, Board Member
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

**4. Approval of Accounts Payable**

1. a/p board listing
2. **Motion to:** to approve the A/P listing as presented

*With respect to line item #40, Vice President Johnson asked what RPU's relationship is with the Minnesota Children's Museum of Rochester. Bob Freund of RPU's Cascade Meadows project stated that the exhibits from Cascade Meadows were installed at the museum for public display. Director of Compliance and Public Affairs Steve Nyhus said that the recent \$19,500 payment was for a major upgrade to the RPU display.*

*Vice President Johnson also asked about line item #33, a \$25,000 payment to the League of Minnesota Cities Insurance Trust for a claim settlement due to damage caused by a water main break. Business Services Manager Deb Donahue said RPU was being billed for making an insurance claim.*

*Six line items that appear to be possible duplicate payments were questioned by Vice President Johnson. Line items #177 and 178, to Open Access Technology Inc, line items #211 and 212 to New Line Mechanical Inc, and line items #240 and 241 to New Mechanical Inc, were determined by staff to be legitimate separate charges.*

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melissa Graner Johnson, Board Member
<b>SECONDER:</b>	Mark Browning, Board President
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

## NEW BUSINESS

### Open Comment Period

*(This agenda section is for the purpose of allowing citizens to address the Utility Board. Comments are limited to 4 minutes, total comment period limited to 15 minutes. Any speakers not having the opportunity to be heard will be the first to present at the next Board meeting.)*

President Morgan opened the meeting for public comment. No one came forward to speak.

### 5. Consideration Of Bids

1. Manhole Rebuild

*RPU Buyer Mona Hoefft presented a request to the Board to approve a manhole replacement plan for 2018. Five manholes have been designated for replacement this year, said Ms. Hoefft. The work also includes street and sidewalk paving. Sealed bids were opened on June 6, 2018. Three bids were received, with Mastec North America Inc the low bidder at \$289,269.60. Unit based pricing for materials has the potential to increase the contract amount, therefore the request is for a not-to-exceed cost of \$300,000.00. About \$200,000.00 was budgeted for this project, and additional funds will come from a budgeted road project that has been delayed until next year.*

Resolution: Manhole Rebuild

*BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota,*

to approve a contract with Mastec North America, Inc. and authorize the Mayor and City Clerk to execute the contract for Manhole Rebuild not to exceed THREE HUNDRED THOUSAND, AND 00/100 DOLLARS (\$300,000.00).

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 26th day of June, 2018.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Melissa Graner Johnson, Board Member
<b>SECONDER:</b>	Mark Browning, Board President
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

6. Regular Agenda

1. EPA Authorized Representative Change

A request to change RPU's EPA Agreement for Authorized Representatives of Affected Facilities was brought by Steve Nyhus, Director of Compliance and Public Affairs. The current agreement names Mr. Nyhus as the designated representative and Walter Schlink as the alternate representative. With the retirement of Mr. Schlink, his replacement, Jeremy Sutton, Director of Power Resources, has been named as the alternate representative. Representatives represent RPU on required reporting to the EPA. The change will take effect when the agreement is signed by all parties and submitted.

Resolution: EPA Authorized Representative Change

BE IT RESOLVED by the Public Utility Board of the City of Rochester, Minnesota, to approve the execution of the Agreement for Authorized Representative of Affected Facilities, and authorize the Mayor and the City Clerk to execute the agreement.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 26th day of June, 2018.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Browning, Board President
<b>SECONDER:</b>	Melissa Graner Johnson, Board Member
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

2. Metering Policy

The revised Water and Electric Metering Policy was presented to the Board for approval. The policy was amended to include additional background information related to PURPA (Public Utility Regulatory Policies Act) and Minnesota building code, and portions of the policy already covered under RPU's water and electric service rules and regulations were removed. The Board had the opportunity to review the revised policy last month, and it was posted on the RPU website for public viewing. General Manager Mark Kotschevar did not receive any comments or feedback on the changes to the policy.

Minutes Acceptance: Minutes of Jun 26, 2018 4:00 PM (Approval of Minutes)

President Morgan asked if City Attorney Jason Loos had reviewed the policy. Mr. Loos reviewed the policy and has no concerns, said Mr. Kotschevar.

Resolution: Water and Electric Metering Policy

*BE IT RESOLVED* by the Public Utility Board of the City of Rochester, Minnesota, to approve the attached Water and Electric Metering Policy.

Passed by the Public Utility Board of the City of Rochester, Minnesota, this 26th day of June 2018.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Melissa Graner Johnson, Board Member
<b>SECONDER:</b>	Mark Browning, Board President
<b>AYES:</b>	Mark Browning, Melissa Graner Johnson, Brian Morgan
<b>ABSENT:</b>	Tim Haskin, Michael Wojcik

## 7. Informational

### 1. Electric Customer Charge

Mark Beauchamp, a consultant from Utility Financial Solutions, presented an analysis on electric customer charge rate setting. His firm compiled a survey and an embedded cost of service study, which uses current and projected expenses and past investments in infrastructure to determine the cost of providing service to customers. The costs are classified by whether they are demand-related, energy-related or customer-related. To determine the customer charge, the cost of providing basic service to customers is calculated. Cost of service results are a significant component in a rate design to help ensure fairness to customers, said Mr. Beauchamp. Other factors are also considered in setting the rate to meet the wants and needs of the community, including marginal costs, environmental factors and social considerations. RPU's practice has been to set rates based on cost of service to reduce cross-subsidization between rate payers.

President Morgan asked how much room there is within the process for the consideration of community objectives. Mr. Beauchamp replied that five years ago, environmental factors were huge considerations that came into play as the push for eco-friendly renewable energy solutions started to take shape, however setting rates based on environmental factors is not sustainable indefinitely, because a cost shift occurs that impacts other customers by increasing rates. Board Member Mark Browning inquired whether RPU has the appropriate distribution charge built into the customer charge. All utilities in the industry, said Mr. Beauchamp, are moving towards the cost of service customer charge, and he believes RPU's customer charge is in line with that movement. Mr. Browning asked if there is any data on the impact of shifting cost from the customer charge to the energy charge and the effects it would have on low-income customers. General Manager Mark Kotschevar stated that low-income usage data shows that some customers are high-usage and some are low-usage so they cannot be lumped into one bracket. The utility is still doing statistical analysis on low income usage, and will present a public forum on rates on July 24, 2018, following the Board Meeting. Mr. Beauchamp's Power Point presentation will also be posted on the RPU website for public viewing.

## 8. Board Liaison Reports

In reviewing Board policies requiring revision, General Manager Mark Kotschevar said the Member Attendance at Conferences and Meetings policy is next in line to be revised. Staff will work on a draft revision.

With a new Board President taking office last month, President Morgan will be reassigned to the Board finance committee, and Board Member Mark Browning will be reassigned to the Board communications committee.

The American Public Power Association's National Conference was held on June 15-20, 2018 in New Orleans, Louisiana, with three Board members in attendance. President Morgan asked Vice President Johnson if she could provide a brief summary of the seminars she attended. Vice President Johnson said she learned about solar and wind power, and one of the take-aways is that our area is heavy in wind turbine usage, and it is growing.

The Board members who attended the conference were encouraged to share any notes they may have with one another through the Board secretary.

Mr. Browning noted that the Delegation of Authority/Relationship with Management policy needs to be revised with respect to the change in the state bidding threshold. He suggested it be put on next month's agenda. Mr. Kotschevar said he will send a redlined version to the Board for review.

## 9. General Managers Report

Director of Customer Relations Krista Boston shared that RPU is looking into participating in Operation Roundup, a program in which customers can opt to have their utility bill rounded up to the nearest dollar, with those funds being contributed to charitable organizations. She is currently talking to Three Rivers Community Action and learning how other utilities have utilized the program, and what the needs are. The hope is to use the funds to help people who struggle to pay their utility deposits, but there are also other options. President Morgan commented that with more than 50,000 customers, RPU has quite an opportunity to help people. General Manager Mark Kotschevar noted that the program will not be implemented until RPU's new customer care and billing system, Cayenta, is up and running, but RPU will continue to explore this opportunity.

Director of Corporate Services Peter Hogan said that the RPU team is still working on the implementation of the Cayenta system, and are experiencing functionality issues. Currently the team is working on unit testing, and then will begin end-to-end testing. The utility won't request additional funds from the Board until the end-to-end testing phase. Mr. Hogan informed the Board that RPU has not made any additional payments to Cayenta, and is withholding payment until deliverables are met. President Morgan asked if there is a firm go-live date. Mr. Hogan said there is no firm date, and there won't be until development is concluded. President Morgan inquired if the ongoing negotiations with Cayenta will allow RPU the opportunity to get a better deal for maintenance of the software down the road. Mr. Hogan replied that the maintenance agreement has already been signed. Board Member Mark Browning asked if another meeting with Cayenta leadership is needed. Not yet, as more resources have been assigned to the project, said Mr. Hogan, however the project manager is currently on medical leave. As the team gets closer to establishing a firm go-live date, another meeting may be held.

The Southern Minnesota Municipal Power Agency (SMMPA) recently released a document titled "Our Commitment To Sustainability: Reducing Our Carbon Footprint." Mr. Kotschevar pointed out that it includes a paragraph on the potential impacts of climate change, a topic that

Board Member Michael Wojcik (absent from this meeting), had been asking about. President Morgan noted that this information is also available on the SMMPA website.

**10. Division Reports & Metrics**

President Morgan inquired about an OSHA recordable incident in May that was reported in the monthly Safety/Compliance and Public Affairs division report. Director of Compliance and Public Affairs Steven Nyhus replied that the injury occurred during inspection and testing of transformers in the field, when the worker sustained a cut that later became infected, and once a prescription is needed, the injury becomes recordable.

In reviewing the Core Services division report, Mr. Browning observed that there were four electrical outages reported on the same day, May 28, 2018, and asked about the nature of the outages. Director of Core Services Sidney Jackson stated that it was actually the same outage, caused by a substation protection device operation with an abnormal configuration. Crews were able to modify the design set points to restore power, he said.

**11. Other Business**

**12. Adjourn**

*The agenda and board packet for Utility Board meetings are available on-line at [www.rpu.org](http://www.rpu.org) and <http://rochestercitymn.iqm2.com/Citizens/Default.aspx>*

Submitted by:

\_\_\_\_\_  
Secretary

Approved by the Board

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

Minutes Acceptance: Minutes of Jun 26, 2018 4:00 PM (Approval of Minutes)

# ACCOUNTS PAYABLE

Meeting Date: 7/24/2018

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**SUBJECT: a/p board listing**

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**PREPARED BY: Terri Engle**

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Please approve



**ROCHESTER PUBLIC UTILITIES**  
**A/P Board Listing By Dollar Range**  
For 06/12/2018 To 07/10/2018  
**Consolidated & Summarized Below 1,000**

**Greater than 50,000 :**

1			
2			
3	SOUTHERN MN MUNICIPAL POWER A	June SMMPA Bill	8,755,429.54
4	ABB INC. PAYMENT	Power Transformer Cascade Creek~	715,425.00
5	KNUTSON CONSTRUCTION SERVICES	Service Center Expansion Labor	702,154.75
6	MN DEPT OF REVENUE	May Sales and Use Tax	618,954.19
7	MN DEPT OF REVENUE	June Estimated	520,000.00
8	KNUTSON CONSTRUCTION SERVICES	Service Center Expansion Materials	234,187.00
9	THE ENERGY AUTHORITY INC	June MISO Transmission	229,334.54
10	CONSTELLATION NEWENERGY-GAS D	May Gas for WES	222,578.53
11	CONSTELLATION NEWENERGY-GAS D	May Gas for SLP	181,034.38
12	N HARRIS COMPUTER CORP	Cayenta Maintenance Renewal	150,159.21
13	A & A ELECT & UNDERGROUND CON	Directional Boring and Related Services	143,884.50
14	WESTSIDE ENERGY PARTNERS	Westside Energy Station EPC	106,504.42
15	STUART C IRBY CO INC	8,882 ft-Wire, CU, 15kV, 500 MCM CMPT, FLT STRAP	103,358.15
16	MN DEPT OF HEALTH	Community Water Supply Apr-June 2018	61,982.00
17	CONSTELLATION NEWENERGY-GAS D	May Gas for Cascade Creek	56,529.25
18	TARGET CORPORATION	Lighting-CIP Conserve & Save Rebates	53,386.00
19	MINNESOTA ENERGY RESOURCES CO	May Gas for Westside	52,264.22
20			
21		<b>Price Range Total:</b>	12,907,165.68
22			

**5,000 to 50,000 :**

23			
24			
25	BILLTRUST dba	16-18 CC/Billing/Mailing/IVR Services	44,891.47
26	N HARRIS COMPUTER CORP	Cayenta Implementation Services	42,390.00
27	MINNESOTA CHILDRENS MUSEUM	Modifications and Curriculum changes	42,250.00
28	U S ALLIANCE GROUP	June 2018 Credit Card Processing Fee	36,950.77
29	THE ENERGY AUTHORITY INC	June TEA Resource Fee	28,143.76
30	MN DEPT OF COMMERCE	Q1 FY 2018 Indirect Assessment	27,850.83
31	SPARTA CONSULTING INC	2017-18 SAP Application Support~	25,280.00
32	STUART C IRBY CO INC	2,134 ft-Wire, CU, 15kV, 500 MCM CMPT, FLT STRAP	24,583.06
33	BLUESPIRE STRATEGIC MARKETING	2016 - 2019 RPU Plugged In Contract	20,925.00
34	FORBROOK LANDSCAPING SERVICES	Landscaping services - Zumbro River sub	18,945.00
35	USIC LOCATING SERVICES INC	2018 Locating Services	18,469.95
36	DAKOTA SUPPLY GROUP	60-Luminaire, 108W LED, PC 120-277V, Gray	18,339.75
37	BORDER STATES ELECTRIC SUPPLY	120-Meter, FM2S CL200 240V 2WAY W/Disconnect	17,955.00
38	DAKOTA SUPPLY GROUP	22,800 ft-Conduit, HDPE, 2.00, Empty	17,542.32
39	MINNESOTA CHILDRENS MUSEUM	2018 Exhibits Hosting Grant	16,650.00
40	RSP ARCHITECTS LTD.	Service center Expansion Project	16,632.00
41	OPTIV SECURITY INC	Security Assessment	15,860.00
42	MASTEC NORTH AMERICA INC	2018 Joint Trench Directional Boring	15,739.50
43	MEP ASSOCIATES LLC	Design Services Air Handling Unit	15,320.00
44	MARSDEN BLDG MAINT LLC dba	Bldg Cleaning	14,097.22
45	MAVO SYSTEMS INC (P)	Asbestos abatement SC	13,701.55
46	COMPUTER TASK GROUP INC	Project Coordinator for Cayenta Project	13,680.00
47	CENTURYLINK	2018 Monthly Telecommunications	13,633.32
48	XYLO TECHNOLOGIES INC	2018 IT Helpdesk Support	13,065.00
49	STUART C IRBY CO INC	8-Trans, PM, 1ph, 50kVA, 13.8/8, 240/120	12,248.00
50	INSTRUMENTS & TECHNOLOGY INC	1-Power quality monitor	11,660.06
51	RESCO	25-SL Found, Screw-In, 8.0" x 5'	11,574.65

Attachment: AP Board CrMo (9276 : a/p board listing)

**ROCHESTER PUBLIC UTILITIES**  
**A/P Board Listing By Dollar Range**  
For 06/12/2018 To 07/10/2018  
**Consolidated & Summarized Below 1,000**

52	N HARRIS COMPUTER CORP	Travel for Cayenta Implementation Serv	10,405.51
53	MN DEPT OF REVENUE	May Sales and Use Tax	10,292.92
54	CPMI INC	Owner Rep Service Center Project	10,180.00
55	FURNITURE OUTLETS USA	Lighting-CIP Conserve & Save Rebates	9,681.35
56	HDR ENGINEERING INC	Water Main Analysis	9,295.52
57	KWIK TRIP #590	Lighting, Refrig, Door Miser CIP Conserve & Save Rebates	9,020.00
58	BAKER TILLY VIRCHOW KRAUSE LL	2017 FERC Review	8,967.00
59	STUART C IRBY CO INC	1-Trans, PM, 3ph, 300kVA, 13.8/8, 480/277	8,874.00
60	MN SUPPLY COMPANY INC (P)	2-Cantilever rack, 4 bay	8,840.54
61	VALLEYHIGH FLATS LIMITED PART	Lighting, Light Fixture, Refrig Dishwasher CIP Conserve & Save Rebates	8,805.00
62	REGENCY CONSOLIDATED RESIDENT	Lighting & Lighting Fixture CIP Conserve & Save Rebates	8,744.00
63	VIKING ELECTRIC SUPPLY INC	2,500 ft-Conduit, HDPE, 4.00, Empty, SDR 13.5	8,676.48
64	NALCO COMPANY	DI Vessels, Anion, CC	8,592.75
65	SCANLON MURCH & ASSOCIATES LL	Cayenta Testing	8,123.50
66	WELLS FARGO BANK ACCT ANALYSI	2018 Banking Services	8,001.05
67	MITSUBISHI ELECTRIC POWER PRO	Single phase UPS module	7,958.00
68	TRIPWIRE INC	2018 Tripwire Support Renewal	7,895.97
69	SPECTRUM REACH	Tips from Tony Irrigation	7,871.00
70	CENTRAL MINNESOTA MUNICIPAL P	CMMPA Capacity Purchase	7,600.00
71	BARR ENGINEERING COMPANY (P)	Roch Groundwater Model Update	7,490.00
72	WESCO DISTRIBUTION INC	6,000 ft-Conduit, HDPE, 2.50, Empty, Sch 40	7,320.00
73	INSTITUTE FOR ENVIRONMENTAL	2018 Asbestos Conduit Sampling	6,916.57
74	ALL SYSTEMS INSTALLATION dba	Card reader relocation	6,485.00
75	COLLABORATIVE LEARNING INC	Best Practices in Overhead Distrib Trg	6,380.00
76	ELECTRIC PUMP INC (P)	Variable Frequency Drive, 100HP	6,380.00
77	CITY OF ROCHESTER	Q4 Attorney Services	6,250.00
78	UTILITY LD PROS dba	Best Practices in Overhead Distrib Trg	6,030.00
79	DANIEL PENZ	Lighting-CIP Conserve & Save Rebates	5,903.40
80	ADVANTAGE DIST LLC (P)	5,209 gal-Urea 32, WES	5,789.80
81	VERTEX US HOLDINGS INC	Consulting Services for Data Migration	5,559.90
82	EJ USA INC	2-Manhole lid, 48" round	5,460.00
83	EXPRESS SERVICES INC	2018 Seasonal staff facilities	5,358.00
84	RESCO	3-Luminaire, 175W MH, Euro Green	5,283.48
85	PITNEY BOWES 10041747 RESERVE	reserve account 0621/1004174	5,000.00
86			
87			827,808.95
88			
89	<b><u>1,000 to 5,000 :</u></b>		
90			
91	MAVO SYSTEMS INC (P)	Replace pipe insulation at SLP	4,830.00
92	D P C INDUSTRIES INC	2018 Carus 8500 Aqua Mag F35	4,620.90
93	SPECTRUM REACH	tips from tony 05/28/2018 - 06/24/2018	4,572.00
94	EPLUS TECHNOLOGY INC	Enterprise class 10GBASE-LR SFP module	4,520.00
95	VIKING ELECTRIC SUPPLY INC	2,280 ft-Conduit, PVC Sch 40, 4.00	4,506.88
96	D P C INDUSTRIES INC	2018 Hydrofluorosilicic Acid - Delivered	4,491.28
97	FORBROOK LANDSCAPING SERVICES	Electric grounds restoration work	4,321.80
98	MINNESOTA ENERGY RESOURCES CO	May Gas for SLP	4,288.03
99	WESCO DISTRIBUTION INC	1-CT, 15kV, 1200A	4,190.00
100	ALL SYSTEMS INSTALLATION dba	Low Voltage SC Expansion Contract	4,119.68
101	STUART C IRBY CO INC	20-Grd Sleeve, 1ph Trans., 37 x 43 x 15	3,990.00
102	MORREY MARK	Renewables CIP Conserve & Save Rebates	3,937.50

Attachment: AP Board CrMo (9276 : a/p board listing)

**ROCHESTER PUBLIC UTILITIES**  
**A/P Board Listing By Dollar Range**  
For 06/12/2018 To 07/10/2018  
**Consolidated & Summarized Below 1,000**

103	STORLA ADAM	Renewables CIP Conserve & Save Rebates	3,900.00
104	BORDER STATES ELECTRIC SUPPLY	Bulb and ballast replacements	3,896.24
105	STUART C IRBY CO INC	50-Cutout, 15KV, 100A, NLB, Poly	3,895.00
106	DEERE & COMPANY	Heavy duty rotary broom	3,886.40
107	THRONDSO OIL & LP GAS CO	Labor to transport trailer	3,800.00
108	MIDCONTINENT ISO INC	June MISO Charges	3,785.73
109	TWIN CITY SECURITY INC	2018 Security Services	3,784.50
110	MARSAC KARINE	Renewables CIP Conserve & Save Rebates	3,575.00
111	ELCOR CONSTRUCTION INC	douglas trail substation grading / DS	3,564.45
112	AMAZON.COM	50-Solid State Drive, 240GB	3,499.50
113	BIF	Insert Venturi Tube	3,453.13
114	PUFFER CLAIRE	Renewables CIP Conserve & Save Rebates	3,412.50
115	SHI INTERNATIONAL CORP (P)	2018 K Box Enterprise Support & Maint	3,389.22
116	ARJAY AUTOMATION INC	1-Desktop meter station	3,360.00
117	INSTRUMENTS & TECHNOLOGY INC	1-Meter socket logger	3,307.80
118	ATLAS INSURANCE BROKERS LLC	Easement for Cascade Ridge	3,201.60
119	STUART C IRBY CO INC	50-Arrester, 10kV, Dist, Elbow MOV	3,197.50
120	CONSOLIDATED COMMUNICATIONS d	17-19 Network and Collocation Services	3,176.97
121	SNIDER JEFF	Renewables CIP Conserve & Save Rebates	3,150.00
122	BORDER STATES ELECTRIC SUPPLY	1,000 ft -Wire, Meter Rapid Pull cable 500' Custom	3,110.06
123	SPRINGSTED INC	Arbitrage Calculation-2013B Bond Issue	3,100.00
124	SPRINGSTED INC	Arbitrage Calculation-2007C Bond Issue	3,100.00
125	SPRINGSTED INC	Arbitrage Calculation-2013A Bond Issue	3,100.00
126	BARR ENGINEERING COMPANY (P)	Wellhead Protection PPlan for Amendment	3,084.84
127	GDS ASSOCIATES INC	MISO Atch O Consulting Service	3,020.63
128	IHEART MEDIA dba	Irrigation Tips Ads/Spots	3,008.00
129	CHOSEN VALLEY TESTING	CSC Special Inspec and Testing Services	2,944.00
130	ADAMSON MOTORS INC	Convertor	2,915.55
131	CLAREY'S SAFETY EQUIPMENT dba	Self retracting lifeline	2,900.00
132	INSPEC INC.	Water Pavement Assessment Insp	2,800.00
133	ONLINE INFORMATION SERVICES I	2018 Utility Exchange Report	2,798.96
134	PITNEY BOWES GLOBAL FIN SVCS	Insertor and Mailing System Lease	2,759.65
135	CITY OF ROCHESTER	Workers Compensation Payments	2,737.92
136	CITY OF ROCHESTER	Investigation Services	2,698.56
137	POWER SYSTEMS ENGINEERING INC	Substation Siting Study	2,681.00
138	HI LINE UTILITY SUPPLY CO (P)	10-Pull Tape, Printed, .750" x 3000'	2,588.41
139	FORBROOK LANDSCAPING SERVICES	2018 Landscaping Svcs (Electric)	2,511.75
140	ELITE CARD PAYMENT CENTER	Basic Compliane & Ethics Course	2,500.00
141	ADVANCED DISPOSAL SVC SOLID W	2018 Waste removal SC	2,431.75
142	VIKING ELECTRIC SUPPLY INC	3,600 ft-Wire, AL, 600V, #2-#4 ACSR NEU Tri	2,404.69
143	NETWORKFLEET INC	2018 Monthly Charge - GPS Fleet Tracking	2,309.55
144	DEERE & COMPANY	Rotary tiller	2,252.94
145	MITSUBISHI ELECTRIC POWER PRO	Netcom monitoring unit	2,239.00
146	CITY OF ROCHESTER	Work Comp 3rd Installment	2,225.11
147	STUART C IRBY CO INC	200-Bulb, 100W, HPS	2,201.62
148	CLAREY'S SAFETY EQUIPMENT dba	Davit arm, upper	2,190.00
149	JIM & STAN AUTOMOTIVE INC	Lighting CIP Conserve & Save Rebates	2,170.00
150	DUNCAN COMPANY INC	Actuator w/2 addn'l limit switches	2,010.00
151	MACKEN FUNERAL HOME	Lighting CIP Conserve & Save Rebates	1,992.00
152	ELCOR CONSTRUCTION INC	Cascade Creek Foundations	1,953.00
153	OPEN ACCESS TECHNOLOGY	July OATI Services	1,950.00
154	MELHORN PHIL	Customer Refunds due to overpayment from customer in error	1,928.00

Attachment: AP Board CrMo (9276 : a/p board listing)

**ROCHESTER PUBLIC UTILITIES**  
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For 06/12/2018 To 07/10/2018  
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155	SOUND AND MEDIA SOLUTIONS	PA system rewiring	1,922.41
156	RESCO	10-Cutout Door, 20A ELF, 15KV	1,915.38
157	D P C INDUSTRIES INC	2018 Sodium Hypchlorite - 15 Gal Drums	1,893.75
158	SAFETY SIGNS	Road barricade/drum rental	1,886.40
159	ADVANCE AUTO PARTS	Turbocharger	1,877.77
160	ALL SYSTEMS INSTALLATION dba	Access control renovation/remodel	1,857.47
161	SHORT ELLIOTT HENDRICKSON INC	Survey Professional Services 65th St NW	1,780.75
162	RESCO	6-Tran, Pad Extension Vertical, 1500A	1,757.27
163	BEST BUY	Lighting CIP Conserve & Save Rebates	1,701.00
164	NALCO COMPANY	Sur-Gard 1700 Oxygen Scavenger DEMIN/SLP	1,673.00
165	RESCO	6-Cutout Door, 50A ELF, 15KV	1,660.73
166	ACCURATE CALIBRATION SERVICES	Calibration of test equipment / LS	1,600.00
167	DELL MARKETING LP	Computer, Dell 22 Inch Monitor	1,597.67
168	UTILITY LD PROS dba	Best Practices in Overhead Distrib Trg	1,595.00
169	ELITE CARD PAYMENT CENTER	Home Show Booth Rental	1,560.38
170	CRESCENT ELECTRIC SUPPLY CO	2,000 ft-Wire, Copper, 600V, #4 Str, XLP	1,558.20
171	BAIER GERALD	2018 Sweeping Services Jan-December	1,550.00
172	EPLUS TECHNOLOGY INC	Smartnet 48 port maintenance	1,539.00
173	CORE & MAIN LP (P)	Valve, Gate, MJ, 12.0	1,525.79
174	D P C INDUSTRIES INC	2018 Chlorine, 150 lb Cyl	1,515.00
175	SUNBELT RENTALS	Westside Forklift Rental	1,490.10
176	OLMSTED COUNTY	Lighting CIP Conserve & Save Rebates	1,406.25
177	ALTEC INDUSTRIES INC	replacement kit / rotation valve drive	1,402.09
178	K N X R	Irrigation Tips	1,400.00
179	MINNESOTA ENERGY RESOURCES CO	May Gas for Cascade Creek	1,382.36
180	GRAYBAR ELECTRIC COMPANY INC	Crimping jaw	1,372.41
181	CITY OF ROCHESTER	Work Comp Payments	1,364.99
182	SHORT ELLIOTT HENDRICKSON INC	Survey Professional Services 60th Ave NW	1,357.00
183	HUG ENGINEERING INC	Measuring cell CO 0-0500 ppm	1,356.00
184	LIFELINE INCORPORATED	Zoll AED Plus	1,350.00
185	VEOLIA ES TECHNICAL SOLUTIONS	2018 High intensity disposal	1,338.00
186	CLAREY'S SAFETY EQUIPMENT dba	Davit base truck hitch	1,330.00
187	CORE & MAIN LP (P)	Coupling,8" Romac Alpha 2-Bolt Restraint	1,308.00
188	CITY OF ROCHESTER	Work Comp Admin Fees-May	1,282.00
189	HARTERT JOE	Light fixture CIP Conserve & Save Rebates	1,275.00
190	COLLABORATIVE LEARNING INC	Best Practices in Overhead Distrib Trg	1,245.00
191	BORDER STATES ELECTRIC SUPPLY	18-Terminator Cover, For CS Terminators	1,222.54
192	HOLTEGAARD TAD	Light fixture CIP Conserve & Save Rebates	1,215.00
193	STUART C IRBY CO INC	12-Cutout, 27kV, 100A, NLB, Poly	1,203.00
194	ADVANCED DISPOSAL SVC SOLID W	2018 Waste removal WES/CC	1,194.53
195	ON SITE SANITATION INC	2018 Toilet Rental Services	1,193.86
196	SHI INTERNATIONAL CORP (P)	Photoshop CC 3-yr license	1,186.00
197	STUART C IRBY CO INC	3,150 ft-Wire, Copper, #6 SD Solid, Bare	1,165.50
198	HALLBERG ENGINEERING INC	CSC Commissioning Service	1,132.65
199	CREDIT MANAGEMENT LP	2018 Third Party Collections	1,124.66
200	GRAINGER INC	cable tie gun / AL	1,122.99
201	ROCHESTER ARMORED CAR CO INC	2018 Pick Up Services	1,104.40
202	ADVANTAGE DIST LLC (P)	55 gal-Oil, Mobile DTE 26, Demin Bldg	1,083.34
203	EXPRESS SERVICES INC	Seasonal warehouse temp	1,037.64
204	UTILITY FINANCIAL SOLUTIONS L	Customer Charge Survey Compilation Repor	1,032.50
205	EXPRESS SERVICES INC	2018 Temp Staff Finance/Purchasing	1,019.74
206	MENARDS ROCHESTER NORTH	Steel cross support beam, 48"	1,005.76

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207	CREDIT MANAGEMENT LP	2018 Collections/Delinquent Services	1,005.00
208	HELENA CHEMICAL COMPANY	Sub Spraying	1,001.11
209	MITSUBISHI ELECTRIC POWER PRO	Wall mounted external by-pass switch	1,000.00
210	HUBBELL POWER SYSTEMS INC	RFL 9745 repair	1,000.00
211	MITHULAN JEGAPRAGASAN	Well Sealing Cost Share Program	1,000.00
212			
213		<b>Price Range Total:</b>	282,916.99
214			
215	<b><u>0 to 1,000 :</u></b>		
216			
217	REBATES	Summarized transactions: 307	48,047.64
218	EXPRESS SERVICES INC	Summarized transactions: 30	21,671.86
219	Customer Refunds (CIS)	Summarized transactions: 114	11,508.13
220	ELITE CARD PAYMENT CENTER	Summarized transactions: 60	9,469.24
221	BORDER STATES ELECTRIC SUPPLY	Summarized transactions: 23	6,354.88
222	CINTAS CORP	Summarized transactions: 41	6,046.86
223	STUART C IRBY CO INC	Summarized transactions: 15	4,790.80
224	INSTRUMENTS & TECHNOLOGY INC	Summarized transactions: 14	4,627.67
225	U S A SAFETY SUPPLY	Summarized transactions: 35	4,446.46
226	VIKING ELECTRIC SUPPLY INC	Summarized transactions: 31	3,810.60
227	WESCO DISTRIBUTION INC	Summarized transactions: 13	3,326.38
228	LAWSON PRODUCTS INC (P)	Summarized transactions: 17	3,117.44
229	CRESCENT ELECTRIC SUPPLY CO	Summarized transactions: 23	2,642.62
230	CLAREY'S SAFETY EQUIPMENT dba	Summarized transactions: 13	2,564.23
231	INNOVATIVE OFFICE SOLUTIONS L	Summarized transactions: 19	2,416.28
232	CORE & MAIN LP (P)	Summarized transactions: 18	2,315.46
233	RESCO	Summarized transactions: 20	2,258.00
234	AMAZON.COM	Summarized transactions: 13	2,081.85
235	N HARRIS COMPUTER CORP	Summarized transactions: 3	2,041.87
236	MITSUBISHI ELECTRIC POWER PRO	Summarized transactions: 6	1,998.86
237	DAVIES PRINTING COMPANY INC	Summarized transactions: 10	1,958.72
238	MASON TED	Summarized transactions: 5	1,950.24
239	SUTTON JEREMY	Summarized transactions: 4	1,718.63
240	KLAMERUS DOUG	Summarized transactions: 6	1,608.15
241	MN SUPPLY COMPANY INC (P)	Summarized transactions: 2	1,564.32
242	K A A L TV LLC	Summarized transactions: 2	1,550.00
243	JACKSON SIDNEY	Summarized transactions: 5	1,528.50
244	MEGGER (P)	Summarized transactions: 3	1,455.18
245	STEVE BENNING ELECTRIC	Summarized transactions: 4	1,404.62
246	ELECTRIC PUMP INC (P)	Summarized transactions: 2	1,390.63
247	REINDERS INC	Summarized transactions: 5	1,370.07
248	SCHMIDT GOODMAN OFFICE PRODUC	Summarized transactions: 8	1,343.87
249	FASTENAL COMPANY	Summarized transactions: 24	1,268.33
250	NETWORK SERVICES COMPANY	Summarized transactions: 6	1,237.90
251	T E C INDUSTRIAL INC	Summarized transactions: 4	1,216.81
252	SCHUMACHER ELEVATOR COMPANY	Summarized transactions: 2	1,200.00
253	POWER SYSTEMS ENGINEERING INC	Summarized transactions: 3	1,193.00
254	SUNBELT RENTALS	Summarized transactions: 4	1,186.12
255	TRUCKIN' AMERICA	Summarized transactions: 3	1,162.85
256	GRAYBAR ELECTRIC COMPANY INC	Summarized transactions: 11	1,158.48
257	HOGAN PETER	Summarized transactions: 5	1,107.90

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258	MENARDS ROCHESTER NORTH	Summarized transactions: 13	1,106.06
259	REBATES	Summarized transactions: 39	1,100.00
260	CITY OF ROCHESTER	Summarized transactions: 7	1,081.24
261	MCMASTER CARR SUPPLY COMPANY	Summarized transactions: 27	999.13
262	MAJERUS WILLIAM	Summarized transactions: 4	993.27
263	OPEN ACCESS TECHNOLOGY	Summarized transactions: 1	987.05
264	FEDEX SHIPPING	Summarized transactions: 1	969.42
265	AUTOMATIONDIRECT.COM	Summarized transactions: 1	961.88
266	HELENA CHEMICAL COMPANY	Summarized transactions: 2	941.97
267	VERTEX US HOLDINGS INC	Summarized transactions: 1	925.00
268	POMPS TIRE SERVICE INC	Summarized transactions: 7	916.42
269	CENTURYLINK	Summarized transactions: 4	913.07
270	HAWK & SON'S INC	Summarized transactions: 1	903.95
271	BENSON ANTHONY	Summarized transactions: 3	898.88
272	FERGUSON WATERWORKS	Summarized transactions: 2	893.64
273	MINGO RON	Summarized transactions: 2	888.02
274	EJ USA INC	Summarized transactions: 2	856.31
275	BARR ENGINEERING COMPANY (P)	Summarized transactions: 1	841.00
276	KOTSCHERVAR MARK	Summarized transactions: 6	838.26
277	GOODIN COMPANY	Summarized transactions: 3	830.21
278	K N X R	Summarized transactions: 1	800.00
279	SCHLINK WALTER	Summarized transactions: 5	772.32
280	SOLID WASTE OLMSTED COUNTY	Summarized transactions: 1	752.15
281	COOK STEVEN J	Summarized transactions: 5	739.58
282	BURNDY LLC	Summarized transactions: 4	721.40
283	MINNESOTA ENERGY RESOURCES CO	Summarized transactions: 5	716.33
284	SPECTRUM REACH	Summarized transactions: 3	701.50
285	INSPEC INC.	Summarized transactions: 1	700.00
286	CULLIGAN OF ROCHESTER INC	Summarized transactions: 4	697.02
287	ITRON INC	Summarized transactions: 1	688.50
288	A & A ELECT & UNDERGROUND CON	Summarized transactions: 1	665.00
289	CINTAS CORP	Summarized transactions: 4	663.16
290	CLAREY'S SAFETY EQUIPMENT dba	Summarized transactions: 3	641.00
291	STATE SUPPLY CO	Summarized transactions: 2	640.50
292	SCHWEITZER ENGINEERING LAB IN	Summarized transactions: 2	632.70
293	HACH COMPANY	Summarized transactions: 1	626.40
294	GRAINGER INC	Summarized transactions: 10	612.23
295	WRIGHTS SMALL ENGINE SERVICE	Summarized transactions: 4	609.97
296	ZEE MEDICAL SERVICE INC (P)	Summarized transactions: 6	602.99
297	WENCK ASSOCIATES INC	Summarized transactions: 1	600.90
298	SUMMIT FIRE PROTECTION INC	Summarized transactions: 1	590.00
299	DAKOTA SUPPLY GROUP	Summarized transactions: 8	567.23
300	RDO EQUIPMENT COMPANY	Summarized transactions: 1	550.97
301	CLEMENTS CHEVROLET CADILLAC S	Summarized transactions: 4	549.83
302	FIRST CLASS PLUMBING & HEATIN	Summarized transactions: 2	527.11
303	POST BULLETIN CO	Summarized transactions: 2	520.44
304	FIRST STUDENT INC	Summarized transactions: 2	519.54
305	NU-TELECOM dba	Summarized transactions: 1	500.28
306	OSMOSE UTILITIES SERVICES INC	Summarized transactions: 1	495.00
307	MEYERHOFER STEEL & CONSTRUCTI	Summarized transactions: 1	480.00
308	FAST PHONE REPAIR LLC	Summarized transactions: 1	479.99
309	METRO SALES INC	Summarized transactions: 1	478.35

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310	G A ERNST & ASSOCIATES INC	Summarized transactions: 2	461.61
311	GUNDERSON BRADLEY	Summarized transactions: 2	456.00
312	AMERICAN PAYMENT CENTER	Summarized transactions: 1	446.56
313	BLACKBURN MANUFACTURING CO	Summarized transactions: 3	445.57
314	DEERE & COMPANY	Summarized transactions: 2	422.09
315	LOCATORS AND SUPPLIES	Summarized transactions: 3	417.66
316	TEXAS METER DEVICE	Summarized transactions: 2	408.42
317	ROCH PLUMBING & HEATING CO IN	Summarized transactions: 1	384.80
318	PEOPLES ENERGY COOPERATIVE	Summarized transactions: 2	384.61
319	TAILGATER INC	Summarized transactions: 2	383.20
320	ADVANCED DISPOSAL SVC SOLID W	Summarized transactions: 1	371.08
321	BRAATEN MELISSA	Summarized transactions: 4	369.12
322	SHERWIN WILLIAMS CO	Summarized transactions: 1	351.47
323	DUNCAN COMPANY INC	Summarized transactions: 2	345.21
324	SOUTH ST PAUL STEEL SUPPLY CO	Summarized transactions: 3	340.38
325	WABASHA IMPLEMENT	Summarized transactions: 5	339.12
326	FOLKERT JOHN	Summarized transactions: 2	333.50
327	ADVANCE AUTO PARTS	Summarized transactions: 19	330.94
328	CENTURYLINK	Summarized transactions: 1	325.95
329	ELITE CARD PAYMENT CENTER	Summarized transactions: 1	322.41
330	KAUTZ TRAILER SALES dba	Summarized transactions: 1	320.63
331	STEVE BENNING ELECTRIC	Summarized transactions: 2	320.46
332	ANDERSON JUDITH	Summarized transactions: 1	316.74
333	EPLUS TECHNOLOGY INC	Summarized transactions: 1	310.75
334	MISSISSIPPI WELDERS SUPPLY CO	Summarized transactions: 1	310.00
335	NORTHERN / BLUETARP FINANCIAL	Summarized transactions: 6	302.75
336	ALTEC INDUSTRIES INC	Summarized transactions: 1	298.42
337	WILLIAMS SCOTSMAN INC	Summarized transactions: 1	293.50
338	R D O - POWERPLAN OIB	Summarized transactions: 1	281.83
339	BLUESPIRE STRATEGIC MARKETING	Summarized transactions: 1	278.39
340	MN MUNICIPAL UTILITIES ASSN C	Summarized transactions: 1	275.00
341	KOSHIRE LARRY J	Summarized transactions: 3	274.64
342	PEOPLES ENERGY COOPERATIVE	Summarized transactions: 1	269.84
343	VEIT DISPOSAL SYSTEMS INC	Summarized transactions: 1	260.00
344	FRONTIER	Summarized transactions: 1	259.32
345	NALCO COMPANY	Summarized transactions: 5	256.81
346	MOTOPROZ INC	Summarized transactions: 1	241.91
347	HALO BRANDED SOLUTIONS	Summarized transactions: 3	216.99
348	HEPPELMANN MIKE	Summarized transactions: 1	215.17
349	FRANZ REPROGRAPHICS INC	Summarized transactions: 2	211.13
350	FLUITEK CORP	Summarized transactions: 2	193.95
351	VEOLIA ES TECHNICAL SOLUTIONS	Summarized transactions: 4	187.07
352	CITY OF ROCHESTER	Summarized transactions: 1	185.00
353	DAKOTA SUPPLY GROUP	Summarized transactions: 1	178.50
354	JENNINGS, STROUSS & SALMON PL	Summarized transactions: 1	178.00
355	LANGUAGE LINE SERVICES INC	Summarized transactions: 1	174.87
356	MSC INDUSTRIAL SUPPLY CO INC	Summarized transactions: 7	174.42
357	STADSVOLD LAWN & LANDSCAPING	Summarized transactions: 3	165.57
358	TEREX UTILITIES INC	Summarized transactions: 2	163.90
359	MIDWEST MECHANICAL SOLUTIONS	Summarized transactions: 5	159.47
360	MISSISSIPPI WELDERS SUPPLY CO	Summarized transactions: 4	157.70
361	ALS LABORATORY GROUP TRIBOLOG	Summarized transactions: 2	150.50

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362	HI LINE UTILITY SUPPLY CO (P)	Summarized transactions: 2	150.34
363	DZUBAY TONY	Summarized transactions: 1	150.00
364	ALTERNATIVE TECHNOLOGIES INC	Summarized transactions: 1	150.00
365	GOPHER SEPTIC SERVICE INC	Summarized transactions: 1	150.00
366	CORPORATE WEB SERVICES INC	Summarized transactions: 1	135.00
367	MANAHAN MACHINE SHOP INC	Summarized transactions: 2	134.00
368	HUG ENGINEERING INC	Summarized transactions: 2	124.22
369	NICKELS SCOTT	Summarized transactions: 1	122.50
370	LOTUS HEALTH FOUNDATION	Summarized transactions: 1	120.00
371	USA BLUE BOOK DBA	Summarized transactions: 2	114.95
372	LIFELINE INCORPORATED	Summarized transactions: 2	113.92
373	CREDIT MANAGEMENT LP	Summarized transactions: 1	113.61
374	VANCO SERVICES LLC	Summarized transactions: 1	110.08
375	ARNOLDS SUPPLY & KLEENIT CO (	Summarized transactions: 3	109.87
376	NAPA AUTO PARTS (P)	Summarized transactions: 3	108.95
377	MARSDEN BLDG MAINT LLC dba	Summarized transactions: 1	106.88
378	HERCULES INDUSTRIES INC	Summarized transactions: 3	104.12
379	LORTON DATA INC	Summarized transactions: 1	93.04
380	PROPERTY RECORDS OLMSTED COUN	Summarized transactions: 2	92.00
381	MENARDS ROCHESTER SOUTH	Summarized transactions: 2	90.82
382	HUBBELL POWER SYSTEMS INC	Summarized transactions: 2	87.53
383	TENG PHIL	Summarized transactions: 1	87.20
384	RONCO ENGINEERING SALES INC	Summarized transactions: 1	86.71
385	MENARDS ROCHESTER NORTH	Summarized transactions: 5	86.44
386	CUSTOM COMMUNICATIONS INC	Summarized transactions: 1	85.50
387	KEACH TODD	Summarized transactions: 1	85.50
388	SLEEPY EYE TELEPHONE CO	Summarized transactions: 1	84.76
389	EMEDCO INC	Summarized transactions: 3	82.05
390	SHI INTERNATIONAL CORP (P)	Summarized transactions: 1	81.54
391	OLMSTED COUNTY 4-H COUNCIL	Summarized transactions: 4	80.00
392	BROCK WHITE COMPANY LLC	Summarized transactions: 1	76.33
393	WERNER ELECTRIC SUPPLY	Summarized transactions: 4	76.30
394	BROCK WHITE COMPANY LLC	Summarized transactions: 1	76.28
395	JOHNSON CARY	Summarized transactions: 1	76.00
396	VERIFIED CREDENTIALS INC	Summarized transactions: 1	73.00
397	OSWEILER TODD	Summarized transactions: 2	66.50
398	LOWER PHOTOGRAPHY & STUDIO db	Summarized transactions: 1	64.13
399	TOKAY SOFTWARE	Summarized transactions: 1	64.00
400	GREAT RIVER ENERGY	Summarized transactions: 1	62.46
401	ANCOM COMMUNICATIONS INC	Summarized transactions: 1	55.00
402	ARJAY AUTOMATION INC	Summarized transactions: 1	52.72
403	MENARDS ROCHESTER SOUTH	Summarized transactions: 2	51.62
404	FORSTNER JAY	Summarized transactions: 1	51.23
405	CITY OF ROCHESTER	Summarized transactions: 2	50.10
406	PSI ENGINEERING LLC	Summarized transactions: 2	46.48
407	SAFETY SIGNS	Summarized transactions: 1	42.00
408	DAVE SYVERSON TRUCK CENTER IN	Summarized transactions: 1	41.86
409	MCMASTER CARR SUPPLY COMPANY	Summarized transactions: 2	36.40
410	ADVANTAGE DIST LLC (P)	Summarized transactions: 2	36.27
411	MINNESOTA ENERGY RESOURCES CO	Summarized transactions: 1	36.21
412	PAULS LOCK & KEY SHOP INC	Summarized transactions: 1	34.00
413	RONCO ENGINEERING SALES INC	Summarized transactions: 1	30.94

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414	ARROW ACE HARDWARE-ST PETER	Summarized transactions: 2	25.88
415	D P C INDUSTRIES INC	Summarized transactions: 1	22.80
416	CORE & MAIN LP (P)	Summarized transactions: 2	20.06
417	POWER DELIVERY PROGRAM INC	Summarized transactions: 1	15.00
418	LEAGUE OF MN CITIES	Summarized transactions: 1	15.00
419	MISTER CARWASH	Summarized transactions: 1	13.32
420	NORTHERN TOOL & EQUIPMENT CO	Summarized transactions: 1	12.99
421	GOODIN COMPANY	Summarized transactions: 4	11.30
422	WERNER ELECTRIC SUPPLY	Summarized transactions: 2	8.18
423	FASTENAL COMPANY	Summarized transactions: 1	6.46
424	T E C INDUSTRIAL INC	Summarized transactions: 1	4.49
425			
426		<b>Price Range Total:</b>	233,618.39
427			
428		<b>Grand Total:</b>	14,251,510.01

Attachment: AP Board CrMo (9276 : a/p board listing)

## FOR BOARD ACTION

Agenda Item # (ID # 9277)

Meeting Date: 7/24/2018

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**SUBJECT: Board Delegation of Authority Policy Revision**

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**PREPARED BY: Mark Kotschevar**

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ITEM DESCRIPTION:

At last month's Board meeting we discussed the upcoming change to the State's sealed bid threshold. Effective August 1, 2018 the dollar amount requiring sealed bids will go from \$100,000 to \$175,000. There was discussion regarding raising the General Manager's delegated approval level from \$100,000 to \$175,000 to match the State law change. I have attached a red lined Delegation of Authority/Relationship with Management Policy showing the revisions to reflect this change. This draft has been sent to the Board policy committee for their review and comment. It is now ready for full Board review and if the Board so desires we will bring it back next month for final approval incorporating any feedback from this meeting.

UTILITY BOARD ACTION REQUESTED:

Informational only

**ROCHESTER PUBLIC UTILITIES  
BOARD POLICY STATEMENT**

**POLICY SUBJECT:** Delegation of Authority/Relationship with Management

**POLICY OBJECTIVE:**

The Board intends to clearly state its role as distinguished from that of the General Manager and the management staff. This distinction will be made by setting forth the authorities and accountabilities, which the Board has specifically delegated, to the General Manager. The Board will also describe the type of Board-Management working relationship which best serves the long-term interests of the RPU and its ratepayers.

**POLICY STATEMENT:**

The Board's principal role is to provide policy direction, not to manage the RPU organization. The General Manager's principal role is to see that the Board's policies are implemented and to report on the results of that policy.

The Board and the General Manager must work together as a team to fulfill their obligation to "control, manage, and operate" the utility systems of the City which are assigned to them by the Common Council. The Board members bring to this team their general knowledge of business operations and public policy and a commitment to act as responsible trustees on behalf of their citizen ratepayers. The General Manager and management bring to this team the professional and technical expertise needed to competently manage a complex business organization and to keep the Board informed of its performance.

The Board delegates to the General Manager the authority to act on its behalf in the management, operation, maintenance, improvement and expansion of the City utility systems and properties which the Board controls. The General Manager's delegated authority extends to the limitations prescribed by law or set forth in this and any other policies which the Board has adopted or may adopt in the future. The General Manager's authority includes, but is not limited to, the following functions:

1. Direction of all management activities and work of the RPU staff. Delegation of appropriate responsibility with commensurate authority to the Division Directors and authorization for further delegations to any level of management. It is clearly understood that the General Manager is solely accountable to the Board, to the extent of his delegated authority, regardless of any authority, which he may delegate to others.
2.
  - a. Development and analysis, with appropriate participation by management and staff, of viewpoints, legislation, regulations, and policies for consideration by the Board.
  - b. Interpretation of same to employees, customers, and other interested parties.

3. Development and recommendation to the Board of short and long range plans and programs, including the strategic plan and an annual work plan.
4.
  - a. Preparation and recommendation to the Board of annual capital and operating budgets.
  - b. Preparation and review of budget reports to determine conformance with approved budgets.
5.
  - a. Approval of accounting systems and execution of procedures necessary to ensure sound financial management of the RPU's utility systems.
  - b. Presentation to the Board, for audit, of accounts payable from the public utility fund.
6.
  - a. Approval of all operating and capital expenditures of \$~~100~~175,000 or less for the procurement of goods and services, provided that the expenditures are within approved budget limits.
  - b. Signing and executing such instruments, as the Board may authorize, which are necessary to conduct operations or to carry out the decisions of the Board. At this time, the General Manager is authorized to approve only those purchases which involve the expenditure of \$~~100~~175,000 or less for procurement of budgeted goods and services and those permits and licenses which are required in connection with the construction, operation, or maintenance of RPU property.
  - c. Execution of all purchases and contracts in accordance with the budget and prevailing law, including requirements for public bidding processes.
7. Supervision of the purchase, lease, rental, use, maintenance, assignment, or sale of property controlled by the Board.
8. Development, recommendation to the Board, and administration of customer related policies, rates, and other charges for service provided.
9. Development, recommendation to the Board, and administration of personnel policies, not in conflict with those which are or may be established by authority of the Common Council, applying to employees of the Board.
10. Negotiation of labor agreements, with oversight assistance from the City Director of Human Resources, and presentation of such agreements to the Board for approval. Administration of approved labor agreements.
11. Selection, appointment, transfer, promotion, discipline, or release of all employees of the Board, subject to procedures approved by the Board and Common Council.
12. Approval of salary and wage changes for all employees of the Board, in accordance with

policy and established wage and salary administration plans, and within budget limitations.

- 13. Development and establishment of the organization structure necessary to carry out the Board's objectives and programs. The General Manager is authorized to create or eliminate positions, subject to the provisions of labor agreements and approved salary administration programs, but is not authorized to exceed the overall head count limit of permanent employees as established by the Board.
- 14. Preparation and recommendation to the Board, with assistance from the City Director of Human Resources, of job position pay range and fringe benefit changes which are intended to maintain the internal equity and external competitiveness of employee compensation.
- 15. Direction and implementation of employee training, educational programs, and management services within approved budget limitations. The General Manager is authorized to approve employee travel and living expense within the continental United States for training, education, or business purposes. A record of all out-of-state travel will be maintained for audit by the Board.
- 16. Cooperation with local, state, and national organizations with the intent to obtain support for and promote the viewpoints and objectives of the Board.
- 17. Representation of the viewpoints and objectives of the Board to the Southern Minnesota Municipal Power Agency in the capacity of the City's member representative and Board member.
- 18. The exercise of all and every other action necessary to protect the interests and promote the welfare of the City utility systems which are controlled by the Board, consistent with directives of the Board and applicable law.

RELEVANT LEGAL AUTHORITY: Rochester City Charter Chapter XV  
Minnesota Statute § 471.345

EFFECTIVE DATE OF POLICY: October 14, 1988

DATE OF POLICY REVIEW: ~~December 20, 2011~~ TBD

POLICY APPROVAL: ~~February 28, 2012~~ TBD

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

## FOR BOARD ACTION

Agenda Item # (ID # 9283)

Meeting Date: 7/24/2018

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**SUBJECT: RPU Index of Board Policies**

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**PREPARED BY: Christina Bailey**

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ITEM DESCRIPTION:

RPU Index of Board Policies

UTILITY BOARD ACTION REQUESTED:

Informational only

ROCHESTER PUBLIC UTILITIES		
INDEX OF BOARD POLICIES		
	REVISION DATE	RESPONSIBLE BOARD COMMITTEE
<b>BOARD</b>		
1. Mission Statement	6/26/2012	Policy
2. Responsibilities and Functions	3/27/2012	Policy
3. Relationship with the Common Council	2/28/2012	Policy
4. Board Organization	3/27/2018	Policy
5. Board Procedures	3/27/2012	Policy
6. Delegation of Authority/Relationship with Management	2/28/2012	Policy
7. Member Attendance at Conferences and Meetings	6/10/1986	Policy
8. Board Member Expenses	6/10/1986	Combine with #7
9. Conflict of Interest	11/26/1985	Delete
10. Alcohol and Illegal Drugs	7/28/1988	Delete
11. Worker Safety	3/27/2012	Policy
<b>CUSTOMER</b>		
12. Customer Relations	5/8/1984	Ops & Admin
13. Customer and Public Information	4/10/1984	Communications
14. Application for Service	7/1/2016	Ops & Admin
15. Electric Utility Line Extension Policy	3/28/2017	Finance
16. Billing, Credit and Collections Policy	7/25/2017	Finance
17. Electric Service Availability	4/28/1998	Ops & Admin
18. Water and Electric Metering	6/26/2018	Ops & Admin
19. Electric & Water Bill Adjustment	3/10/1994	Finance
20. Rates	7/25/2017	Finance
21. Involuntary Disconnection	4/24/2018	Communications
<b>ADMINISTRATIVE</b>		
22. Acquisition and Disposal of Interest in Real Property	12/19/2017	Ops & Admin
23. Electric Utility Cash Reserve Policy	1/13/2017	Finance
24. Water Utility Cash Reserve Policy	1/13/2017	Finance
25. Charitable Contributions	11/26/1985	Communications
26. Utility Compliance	10/24/2017	Communications
27. Contribution in Lieu of Taxes	6/29/1999	Finance
28. Debt Issuance (PENDING)	PENDING	Finance
29. Joint-Use of Fixed Facilities and Land Rights	10/8/1996	Ops & Admin
30. Customer Data Policy	10/9/2014	Communications
31. Life Support	10/9/2014	Communications
32. Undergrounding Policy	PENDING	Ops & Admin
Red - Currently being worked on		
Yellow - Will be scheduled for revision		