



OPU Commission Meeting

July 22, 2025

4:00 p.m.

OWATONNA PUBLIC UTILITIES



VISION: *We are recognized for excellence in our community, our state and nationwide.*

MISSION: *We enhance the quality of life in our community by safely and reliably delivering customer-focused utility services.*

Core Values

Customer Focus - They're why we're here

Safety - For ourselves, our families and our community.

Accountability - Fully responsible for our attitudes and actions

Pursuit of Excellence - Going above and beyond

Company-Wide Expectations

- We never compromise safety
- Follow the Golden Rule
- Know what is expected; if you don't know, ask
- We're a team; by working together we accomplish more
- Decisions are not driven by personal agendas
- We share knowledge to help each other grow in knowledge and skills
- All people and jobs are valued
- Take pride in every task
- Start from a position of trust and assume positive intent
- We are ambassadors for OPU on and off the clock
- Demonstrate gratitude and appreciation
- Positively impact the lives of others everyday

OPU COMMISSION MEETING
July 22, 2025
4:00 P.M.

Location: OPU Morehouse Meeting Room

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|----|---|---------|
| 1. | Open meeting, Pledge of Allegiance and Agenda Approval | |
| 2. | Consent Agenda | |
| | • Minutes from June 24, 2025 | Page 4 |
| | • Contributed Services as of June 30, 2025 | Page 6 |
| ** | 3. Committee Reports | Page 15 |
| ** | 4. City Administrator's Report | |
| | • Retail Incubator Presentation – Sean Williams & Lisa Cochran | |
| ** | 5. Water Study – Barr Engineering | |
| | 6. Electric Energy Acquisition Adjustment & True Up Policy | Page 54 |
| | 7. Workplace Violence Policy | Page 60 |
| | 8. Outside Employment Policy | Page 69 |
| | 9. Water Conservation & Water Emergency Restrictions Program Policy | Page 74 |
| ** | 10. General Manager/Staff Report | Page 81 |
| ** | 11. Commission Roundtable | |
| ** | 12. President's Report | |
| ** | 13. Audience Comments [†] | |
| ** | 14. Adjournment | |

[†]Please state your name and address. We appreciate your cooperation in keeping remarks within a five-minute timeframe. As a matter of policy, the commission will not take immediate action or provide direct responses to concerns during this meeting and assures you your concerns will be thoroughly addressed.

** - Presented at meeting

AGENDA

The Owatonna Public Utilities Commission met in regular session in the Morehouse Conference Room at the Owatonna Public Utilities. Present were Commissioners Rossi, Vetter, Zirngible and McLane. Absent was Commissioner Johnson. Also present were General Manager Warehime; City Administrator Busse; Director Finance & Administration Linders; Director, Engineering & Field Services Fenstermacher; Senior Advisor Olson; Supervisor, Accounting Jerpbak; Executive, Communications & Administration Coordinator Schmoll; OPU Employees Shannon Petty, Shanda Meier, Bob Anhorn and Michael Merry. Other guests included Councilmember McCann; Assistant City Administrator Jenna Tuma; and customer Roger Wacek.

President Rossi called the meeting to order and led the Pledge of Allegiance. He then asked for approval of the agenda. Commissioner McLane moved to approve the agenda as submitted. Commissioner Vetter seconded the motion. All Commissioners voting Aye, the motion passed. President Rossi then asked for approval of the consent agenda items. Consent agenda items included the minutes from the meeting of May 20, 2025 meeting and the contributed services report as of May 31, 2025. Commissioner Zirngible moved to approve the consent agenda items. Commissioner McLane seconded the motion. All Commissioners voting Aye, the motion passed.

Committee Reports

Personnel Committee – Commissioner McLane reported the Personnel Committee met and received a staffing report. She noted the positions of Information Technology Engineer and Meter Serviceworker have been filled. She further reported it has been 56 days without an OSHA recordable.

Finance Committee – Commissioner Vetter reported the Finance Committee met, reviewed and approved vouchers totaling \$5,775,430.65. He further noted two work orders were closed for a total of 19 closed for the year. Sixty-three remain open.

City Administrator's Report

City Administrator Busse reported the City did not receive bonding funds for the public safety center, so the project will be re-evaluated, and it will be decided if they reapply or not. She further reported, the legislature did not take any action on sales tax, so the moratorium is over as of July 1st. The City may now request legislative approval to implement a local option sales tax to help fund a potential Community Center. If that authority is granted, the City could then ask voters to support the project through a ballot measure the following fall. City Administrator Busse provided an update on street projects and introduced Jenna Tuma as the new City Administrator.

Energy Acquisition Adjustment and True Up Policy

Director, Finance & Administration Linders presented changes to the Energy Acquisition Adjustment policy. He noted, an electric true up charge is being proposed, similar to the Purchase Gas Adjustment & Gas True Up policy. The actual electric commodity costs will be passed through to customers more equitably if the EAA is separated into two components. Mr. Linders discussed the history of commodity cost adjustments, provided an example of how someone's bill would look the new way versus the old way, and showed an example of how it would look on the bill. After extensive conversation, the Commission directed staff to revisit the policy with only the Electric True Up charge and the removal of the EAA altogether. Staff will bring back updates to the next Commission meeting.

Electric Line Extension Policy

Director, Engineering & Field Operations Fenstermacher presented the electric line extension policy to the Commission. He discussed the background and purpose of the policy and discussed the proposed changes. After discussion, the Commission requested, going forward, policy changes in the agenda packet include the "red-lined" versions, as well as the clean copy. Commissioner Rossi moved to approve the revised Electric Line Extension policy as submitted. Commissioner McLane seconded the motion. All Commissioners voting Aye, the motion passed.

General Manager/Staff Reports

General Manager Warehime introduced Shannon Petty, OPU's GIS Coordinator. Mr. Petty showed the Commission changes he has made to the GIS system that has helped improve processes for our field personnel.

Commission Roundtable

Commissioner McLane noted she attended the joint task force meeting, and complimented Mr. Fenstermacher on the presentation he gave. She further discussed the MMUA meeting she attended regarding legislative changes that have occurred.

Commissioner Rossi complimented OPU's Ghost Writer, Jane Doe, on the article in the June newsletter about "What's Above".

Audience Comments

Customer, Roger Wacek, discussed water conservation equals energy conservation and noted it takes energy to pump the water from the aquifer. He suggested a page in the newsletter to discuss how much energy it takes to pump a gallon of water, what is the average gallons/year for an average household in Owatonna and promotion of the rain barrel rebate. He encouraged everyone present to watch Public TV's Ask this Old House video "How to Install a Graywater Irrigation System" and encouraged OPU to offer a rebate or cost sharing option for a Graywater Irrigation system or a rebate/cost sharing option for Pollinator Rain Gardens for Graywater.

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 5:23 p.m.

Respectfully submitted,

Tammy Schmoll
Executive, Communications & Administration Coordinator

07/12/2025 7:00:49 am

Contributed Services to the City of Owatonna for the Billing Period Ending 07/01/2025 June 2025

Page: 1

#	Location	Service Address	Electric	Water	Gas	Total
1	139	1150 INDUSTRIAL BLVD	0.00	94.61	0.00	94.61
2	1020010	330 MILL ST W	32.37	0.00	0.00	32.37
3	1020020	332 MILL ST W	35.58	0.00	0.00	35.58
4	1020030	328 MILL ST W	84.52	22.86	0.00	107.38
5	1020040	350 SCHOOL ST W	155.29	69.26	0.00	224.55
6	1020042	350 SCHOOL ST E	52.02	0.00	0.00	52.02
7	1020050	347 SCHOOL ST W	112.78	103.07	152.21	368.06
8	1020060	330 SCHOOL ST W	28.51	0.00	0.00	28.51
9	1100090	400 15TH ST SW (BROWN)	134.36	51.14	0.00	185.50
10	1160612	111 1/2 MAIN ST W	154.65	0.00	0.00	154.65
11	1160620	107 MAIN ST W (FIRE HALL)	1700.93	264.85	133.30	2099.08
12	1221080	1460 AUSTIN RD	0.00	20.34	0.00	20.34
13	1221090	344 18TH ST SE	641.22	0.00	0.00	641.22
14	1221100	1710 AUSTIN RD	0.00	62.77	0.00	62.77
15	1221130	342 18TH ST SE	30.44	0.00	0.00	30.44
16	1221140	340 18TH ST SE	62.68	827.69	0.00	890.37
17	1380702	925 LINCOLN AVE	33.52	0.00	0.00	33.52
18	1441062	899 HAVANA RD	172.12	0.00	0.00	172.12
19	2020010	100 MAIN ST E	0.00	33.24	0.00	33.24
20	2020016	100 MAIN ST E	510.58	283.62	0.00	794.20
21	2020440	631 RICE LAKE ST	0.00	194.16	0.00	194.16
22	2031600	1650 ROSE ST E (GOLF COURSE MA	191.13	84.22	58.28	333.63
23	2031630	1600 ROSE ST E	28.00	0.00	0.00	28.00
24	2040480	105 ELM AVE N (LIBRARY)	3050.71	82.15	321.20	3454.06
25	2080520	204 PEARL ST E	3262.58	161.50	100.96	3525.04
26	2080522	204 1/2 PEARL ST E	133.84	0.00	0.00	133.84
27	2140870	1650 ROSE ST E (GOLF COURSE)	459.59	1281.46	0.00	1741.05
28	2180664	600 CHERRY ST (DARTS)	512.39	29.16	0.00	541.55
29	2180667	429 MINERAL SPRINGS RD	182.14	105.71	0.00	287.85
30	2190010	1369 CHERRY ST	528.96	0.00	0.00	528.96
31	2190660	1369 CHERRY ST (CLUB HOUSE)	1199.04	170.78	391.82	1761.64
32	2190700	1025 MINERAL SPRINGS PKWY	184.71	0.00	0.00	184.71
33	2190710	1025 MINERAL SPRINGS PKWY	37.38	38.22	0.00	75.60
34	2190720	1025 MINERAL SPRINGS PW RD	89.79	0.00	0.00	89.79
35	2330710	1940 3RD AVE NE	165.18	108.14	0.00	273.32
36	3020102	148 MAIN ST W	0.00	0.81	0.00	0.81
37	3020230	117 BRIDGE ST W	94.28	0.81	0.00	95.09
38	3060220	224 CEDAR AVE N	130.73	0.00	34.89	165.62
39	3081060	223 ROSE ST W	78.87	0.00	0.00	78.87
40	3112730	640 RIVERSIDE AVE	305.97	52.81	58.69	417.47
41	3112780	639 RIVERSIDE AVE	103.14	18.96	46.96	169.06
42	3113310	1015 HOFFMAN DR	82.33	0.00	0.00	82.33
43	3141155	431 SELBY AVE	45.86	23.56	0.00	69.42
44	3161150	315 LEMOND RD	18.14	19.95	14.23	52.32
45	3281350	1100 INDUSTRIAL RD (CITY SHOP)	511.41	64.42	107.31	683.14
46	3300730	2015 BRIDGE ST W	1394.20	0.00	0.00	1394.20
47	3300746	1002 LEMOND RD	41.35	0.00	0.00	41.35
48	3300802	1295 KOHLMEIER DR SW	114.45	0.00	0.00	114.45
49	3300806	1300 LAKE KOHLMEIER DR SW	28.00	0.00	0.00	28.00
50	3301032	600 RIVERWOOD DR SW	40.07	0.00	0.00	40.07

07/12/2025 7:00:49 am

Contributed Services to the City of Owatonna for the Billing Period Ending 07/01/2025 June 2025

Page: 2

#	Location	Service Address	Electric	Water	Gas	Total
51	6020055	1525 CEDAR AVE S (4 SEASONS)	9191.06	531.31	1211.29	10933.66
52	6020840	1150 INDUSTRIAL RD WST.TREAT. B	23836.92	1041.05	3415.91	28293.88
53	6021180	500 DUNNELL DR (SENIOR PL)	0.00	0.00	148.76	148.76
54	6021230	540 HILLS CIR W (CITY HALL)	8728.82	124.03	182.23	9035.08
55	6021231	575 DUNNELL DR CARPENTER SHOP	0.00	23.80	52.26	76.06
56	6021233	565 DUNNELL DR (COTTAGE 11)	129.38	57.97	41.82	229.17
57	6021235	502 DUNNELL DR (GYM)	524.71	127.25	559.80	1211.76
58	6021236	560 DUNNELL DR STE 109	4189.78	298.70	782.75	5271.23
59	6021237	500 DUNNELL DR	1385.41	140.33	0.00	1525.74
60	6021238	545 DUNNELL DR (VEVLE HALL)	415.29	107.91	48.94	572.14
61	6021365	1115 PARK DR	33.40	0.00	0.00	33.40
62	6021500	2310 4TH ST NW	282.85	0.00	0.00	282.85
63	6023000	540 HILLS CIR W	31761.84	0.00	0.00	31761.84
64	6031251	222 CEDARDALE DR SE	68.46	0.00	0.00	68.46
65	6123000	540 HILLS CIR W	0.00	2064.12	0.00	2064.12
66	6128135	1140 INDUSTRIAL RD PARK & REC BLD	595.43	178.77	87.18	861.38
67	6128147	317 MINERAL SPRINGS RD (DARTTS)	0.00	349.72	0.00	349.72
68	6128191	930 HOFFMAN DR	67.56	0.00	0.00	67.56
69	6128192	102 STATE AVE	66.15	0.00	0.00	66.15
70	6128303	1200 INDUSTRIAL RD (DOG POUND)	56.25	20.57	60.35	137.17
71	6128597	1659 CEDAR AVE S	124.60	0.00	0.00	124.60
72	6128652	3431 FRONTAGE RD W (CITY HANGER)	0.00	18.96	56.66	75.62
73	6128653	3435 FRONTAGE RD W AIRPORT OFFICE	0.00	106.30	180.87	287.17
74	6128695	640 RIVERSIDE AVE	85.42	0.00	0.00	85.42
75	6128838	310 MAIN ST E	65.12	0.00	0.00	65.12
76	6128839	710 BRIDGE ST W	81.56	0.00	0.00	81.56
77	6129122	2120 BRIDGE ST W	74.24	0.00	0.00	74.24
78	6129130	1155 24TH AVE SW	53.69	0.00	0.00	53.69
79	6129149	1145 INDUSTRIAL RD (GARAGE)	86.19	18.96	42.78	147.93
80	6129159	1065 24TH AVE SW (OBI)	1142.33	107.91	182.70	1432.94
81	6129162	433 NORTH ST W	48.56	0.00	0.00	48.56
82	6129570	657 26TH ST NW	28.51	0.00	0.00	28.51
83	6129804	3490 FRONTAGE RD W (MAINT. GARAGE)	0.00	103.07	38.91	141.98
84	6129876	1800 MOSHER AVE	35.45	13.96	0.00	49.41
85	6129877	1200 SMITH AVE SE	400.51	1584.43	0.00	1984.94
86	6129906	2090 HOFFMAN DR	108.15	0.00	0.00	108.15
87	6130083	1550 GREENLEAF RD	31.47	0.00	0.00	31.47
88	6130135	3440 FRONTAGE RD W	0.00	40.70	57.46	98.16
89	6130771	3034 NORTHRIDGE LN NE	37.25	0.00	0.00	37.25
90	6131148	1190 INDUSTRIAL RD	82.08	0.00	0.00	82.08
91	6131149	1149 INDUSTRIAL RD (TRK WASH BLD)	135.89	47.15	145.72	328.76
92	6131505	475 26TH ST NW	33.26	0.00	0.00	33.26
93	6131742	380 AUTUMN HILLS PL NE	47.26	0.00	0.00	47.26
94	6131899	400 CEDAR AVE N	82.21	0.00	0.00	82.21
95	6131900	1221 FRONTAGE RD E	71.42	0.00	0.00	71.42

07/12/2025 7:00:49 am

Contributed Services to the City of Owatonna for the Billing Period Ending 07/01/2025 June 2025

Page: 3

#	Location	Service Address	Electric	Water	Gas	Total
96	6131901	2005 BRIDGE ST W	75.79	0.00	0.00	75.79
97	6131986	3065 SAINT PAUL RD (WATER PARK)	3311.18	1761.69	2567.78	7640.65
98	6132016	21ST AVE NW & FRONTAGE RD	97.36	0.00	0.00	97.36
99	6132017	24TH AVE NW	95.31	0.00	0.00	95.31
100	6140020	1440 AUSTIN RD BALL DIAMONDS BATHROOMS	49.96	0.00	0.00	49.96
101	6140076	1720 AUSTIN RD	30.56	0.00	0.00	30.56
102	6140088	1740 AUSTIN RD	41.87	0.00	0.00	41.87
103	6140122	560 STATE AVE	28.00	0.00	0.00	28.00
104	6140123	685 FLORENCE AVE	28.00	0.00	0.00	28.00
105	6140124	210 ELM AVE S(HARRY WENGER FESTIVAL)	30.07	0.00	0.00	30.07
106	6140165	3671 18TH ST SW	37.63	0.00	0.00	37.63
107	6140205	710 MAIN ST E BALL LIGHTS	143.61	0.00	0.00	143.61
108	6140206	1680 AUSTIN RD SE	30.56	0.00	0.00	30.56
109	6140291	315 ELM AVE N	153.89	0.00	0.00	153.89
110	6140340	3400 FRONTAGE RD W (GEN)	0.00	0.00	38.26	38.26
111	6140439	433 NORTH ST W (QC LAB)	46.88	0.00	0.00	46.88
112	6140468	147 PEARL ST W APT 2	14.50	0.00	0.00	14.50
113	6140478	280 BRIDGE ST W (FOUNTAIN)	0.00	11.43	0.00	11.43
114	6140480	400 18TH ST SE (FOUNTAIN)	0.00	11.43	0.00	11.43
115	6140625	1975 STATE AVE NW	28.13	13.04	0.00	41.17
116	6140809	827 CHERRY ST (FOUNTAIN)	0.00	11.43	0.00	11.43
117	6140818	856 MOSHER AVE SE (FOUNTAIN)	0.00	21.10	0.00	21.10
118	6140821	835 CRESTVIEW LN (UP9 FOUNTAIN)	0.00	11.43	0.00	11.43
119	6140855	455 26TH ST NW TRAIL LIGHTS	62.68	0.00	0.00	62.68
120	6140856	1675 STATE AVE NW TRAIL LIGHTS	72.19	0.00	0.00	72.19
121	6140859	1051 INDUSTRIAL RD TRAIL LIGHTS	96.21	0.00	0.00	96.21
122	6141234	BRIDGE & 39TH AVE--LIFT	61.01	0.00	0.00	61.01
123	6141238	1102 RICE LAKE ST E (SOCCER FIELDS)	42.90	452.88	0.00	495.78
124	6141268	120 26TH ST NW	48.42	0.00	0.00	48.42
125	6141394	OAK AVE AND SCHOOL ST	28.39	0.00	0.00	28.39
126	6141667	225 24TH STREET NE	0.00	26.79	0.00	26.79
127	6141688	212 ELM AVE S	56.90	0.00	0.00	56.90
128	6141809	200 BLOCK N. CEDAR ALLEY W. SIDE(IRRIG.)	0.00	46.13	0.00	46.13
129	6141819	314 CEDAR AVE N	63.58	0.00	0.00	63.58
130	6141820	214 CEDAR AVE N	63.71	0.00	0.00	63.71
131	6141825	1155 INDUSTRIAL RD	15990.81	103.07	69.46	16163.34
132	6141830	114 CEDAR AVE N	64.48	0.00	0.00	64.48
133	6142089	1155 INDUSTRIAL RD	0.00	100.65	41.54	142.19
134	6142230	600 CHERRY ST NE (GATE)	29.80	0.00	0.00	29.80
135	6142231	1300 LAKE KOHLMEIR DR (GATE)	29.93	0.00	0.00	29.93
136	6142563	140 BROADWAY ST W	28.51	241.06	0.00	269.57

07/12/2025 7:00:49 am

Contributed Services to the City of Owatonna
for the Billing Period Ending 07/01/2025
June 2025

Page: 4

Contributed Service Totals:	\$ 122,127.11	\$ 14,189.37	\$ 11,433.28	\$ 147,749.76
Commodity Totals:	\$ 3,804,352.87	\$ 463,362.82	\$ 675,299.22	\$ 4,943,014.91
Grand Totals:	\$ 3,926,479.98	\$ 477,552.19	\$ 686,732.50	\$ 5,090,764.67
Contributed Percent:	3.11 %	2.97 %	1.66 %	2.90 %

Owatonna Public Utilities: The above current amounts are hereby authorized to be written off as contributed services to the City of Owatonna for the billing month indicated.

Public Utilites Commission:

General Manager/CEO:

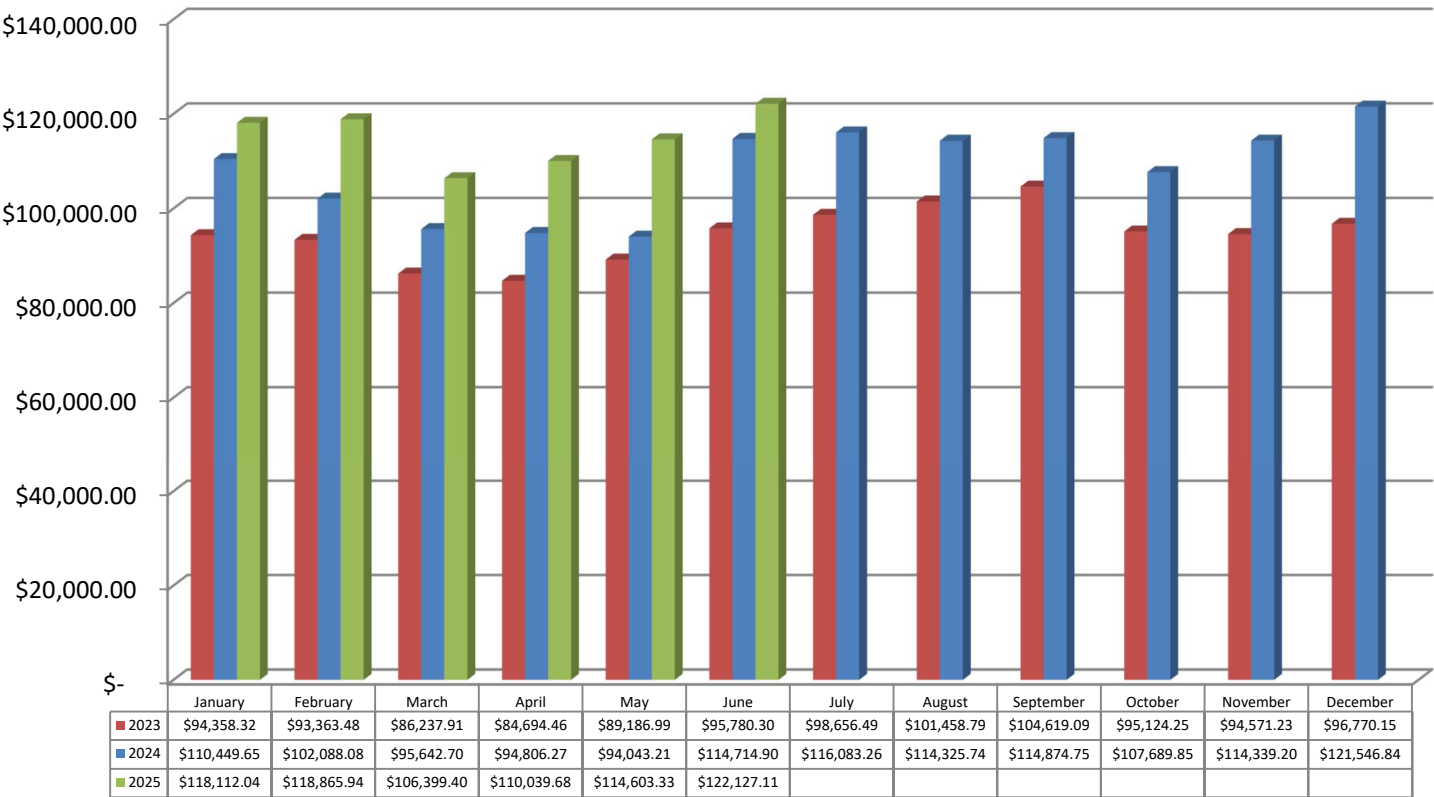
Chief Financial Officer:

Contributed Services Historical Data

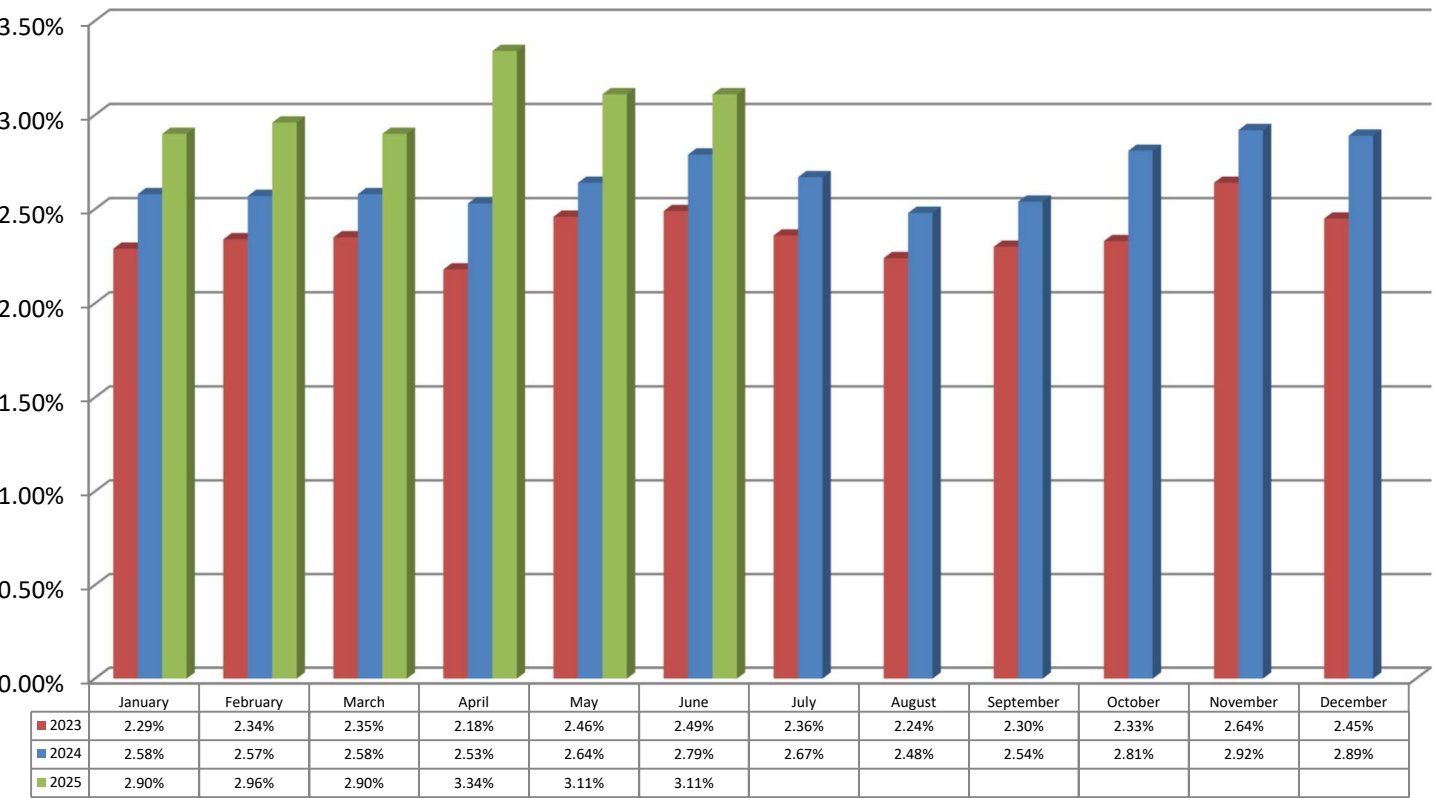
	Electric						Water						Natural Gas						Total					
	2025		2024		2023		2025		2024		2023		2025		2024		2023		2025		2024		2023	
	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent	Dollars	Percent
January	\$ 118,112.04	2.90%	\$ 110,449.65	2.58%	\$ 94,358.32	2.29%	\$ 15,666.87	3.95%	\$ 13,118.78	3.62%	\$ 11,841.50	3.34%	\$ 66,467.70	2.25%	\$ 61,917.00	2.64%	\$ 61,075.80	1.89%	\$ 200,246.61	2.70%	\$ 185,485.43	2.65%	\$ 167,275.62	2.17%
February	\$ 118,865.94	2.96%	\$ 102,088.08	2.57%	\$ 93,363.48	2.34%	\$ 9,342.81	2.40%	\$ 17,219.03	4.53%	\$ 11,406.91	3.26%	\$ 77,076.65	2.16%	\$ 50,237.50	1.89%	\$ 54,178.32	1.76%	\$ 205,285.40	2.58%	\$ 169,544.61	2.42%	\$ 158,948.71	2.14%
March	\$ 106,399.40	2.90%	\$ 95,642.70	2.58%	\$ 86,237.91	2.35%	\$ 8,735.76	2.26%	\$ 14,807.24	3.97%	\$ 11,287.10	3.28%	\$ 38,576.88	1.77%	\$ 32,224.05	1.90%	\$ 39,198.49	1.56%	\$ 153,712.04	2.46%	\$ 142,673.99	2.47%	\$ 136,723.50	2.09%
April	\$ 110,039.68	3.34%	\$ 94,806.27	2.53%	\$ 84,694.46	2.18%	\$ 8,448.26	2.21%	\$ 16,159.51	4.33%	\$ 11,087.31	3.14%	\$ 21,035.58	1.86%	\$ 25,842.38	1.57%	\$ 21,495.33	1.35%	\$ 139,523.52	2.90%	\$ 136,808.16	2.37%	\$ 117,277.10	2.01%
May	\$ 114,603.33	3.11%	\$ 94,043.21	2.64%	\$ 89,186.99	2.46%	\$ 9,497.85	2.31%	\$ 14,261.24	3.77%	\$ 11,161.41	3.18%	\$ 14,375.35	1.51%	\$ 9,818.72	1.04%	\$ 871.03	0.15%	\$ 138,476.53	2.74%	\$ 118,123.17	2.42%	\$ 101,219.43	2.22%
June	\$ 122,127.11	3.11%	\$ 114,714.90	2.79%	\$ 95,780.30	2.49%	\$ 14,189.37	2.97%	\$ 19,063.90	4.61%	\$ 17,407.41	4.04%	\$ 11,433.28	1.66%	\$ 11,685.34	1.49%	\$ 7,333.81	1.07%	\$ 147,749.76	2.00%	\$ 145,464.14	2.74%	\$ 120,521.52	2.43%
July			\$ 116,083.26	2.67%	\$ 98,656.49	2.36%			\$ 20,064.38	4.76%	\$ 24,146.64	4.66%			\$ 10,916.06	1.91%	\$ 7,666.70	1.41%			\$ 147,063.70	2.75%	\$ 130,469.83	2.49%
August			\$ 114,325.74	2.48%	\$ 101,458.79	2.24%			\$ 24,578.96	5.22%	\$ 21,721.42	4.03%			\$ 8,485.19	1.57%	\$ 4,656.73	1.01%			\$ 147,389.89	2.62%	\$ 127,836.94	2.31%
September			\$ 114,874.75	2.54%	\$ 104,619.09	2.30%			\$ 31,860.42	5.75%	\$ 22,970.67	4.17%			\$ 5,526.87	1.26%	\$ 2,774.07	0.64%			\$ 152,262.04	2.76%	\$ 130,363.83	2.36%
October			\$ 107,689.85	2.81%	\$ 95,124.25	2.33%			\$ 25,290.97	5.04%	\$ 15,324.88	3.53%			\$ 7,497.25	1.28%	\$ 5,376.64	1.09%			\$ 140,478.07	2.86%	\$ 115,825.77	2.32%
November			\$ 114,339.20	2.92%	\$ 94,571.23	2.64%			\$ 22,685.83	5.59%	\$ 9,718.36	2.65%			\$ 24,723.17	2.34%	\$ 11,207.66	1.61%			\$ 161,748.20	3.01%	\$ 115,497.25	2.49%
December			\$ 121,546.84	2.89%	\$ 96,770.15	2.45%			\$ 19,627.77	5.35%	\$ 12,483.50	3.60%			\$ 59,039.17	2.63%	\$ 30,394.05	1.96%			\$ 200,213.78	2.93%	\$ 139,647.70	2.39%
																			\$ 984,993.86	2.56%	\$ 1,847,255.18	2.67%	\$ 1,561,607.20	2.29%

Percent is percent of commodity sales for the month
Dollars are the actual dollars used by the City facilities

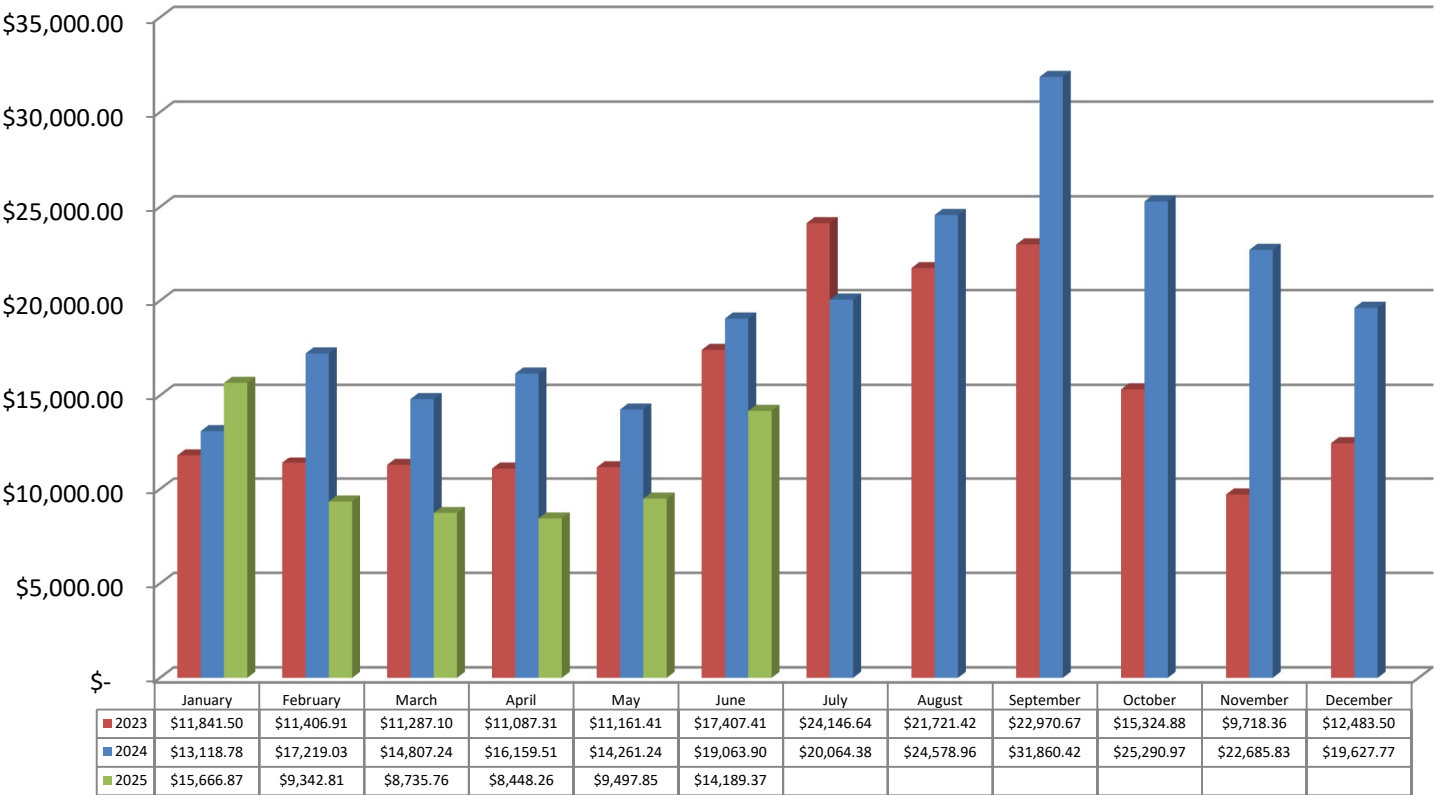
Contributed Services
Electric Dollars



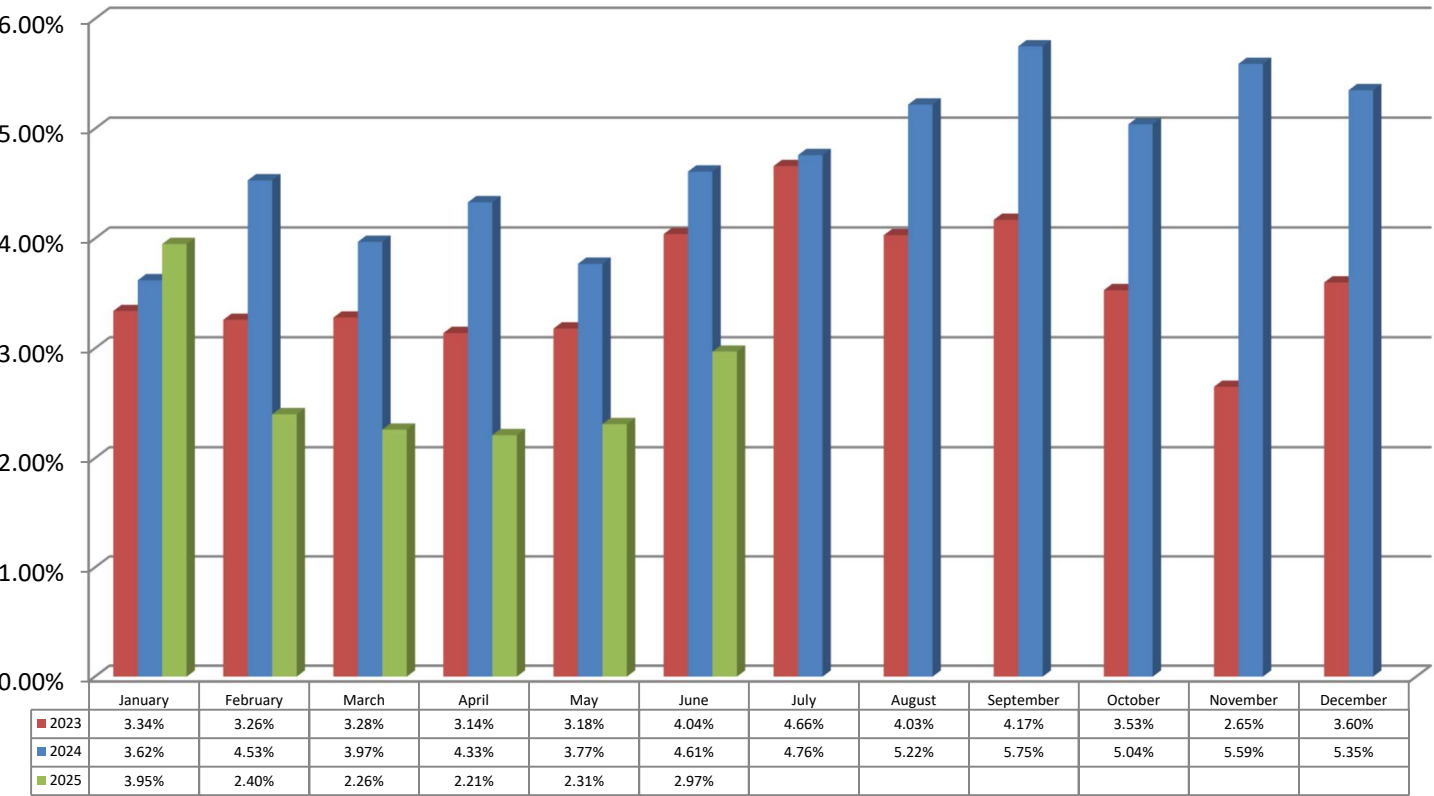
Contributed Services
Electric Percents



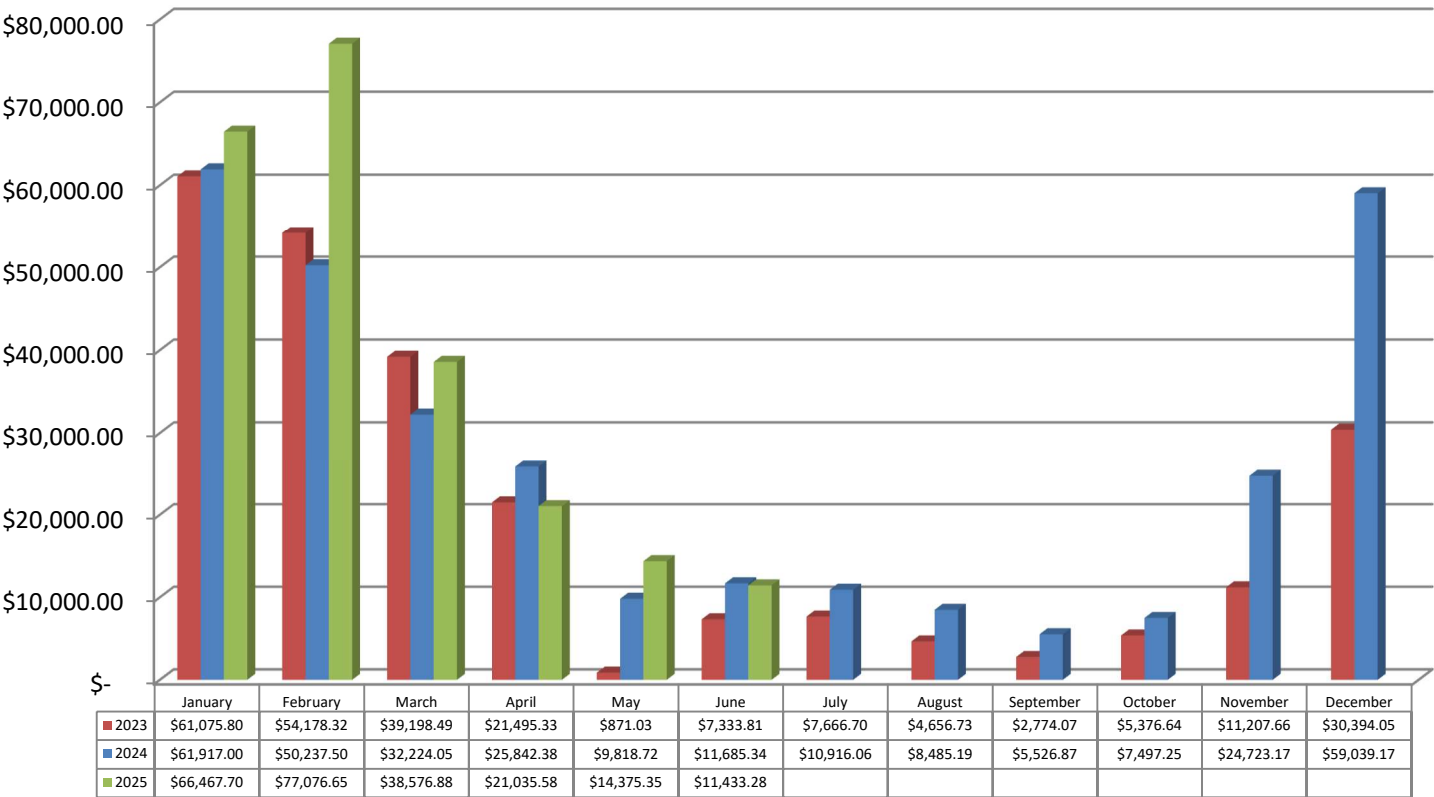
Contributed Services Water Dollars



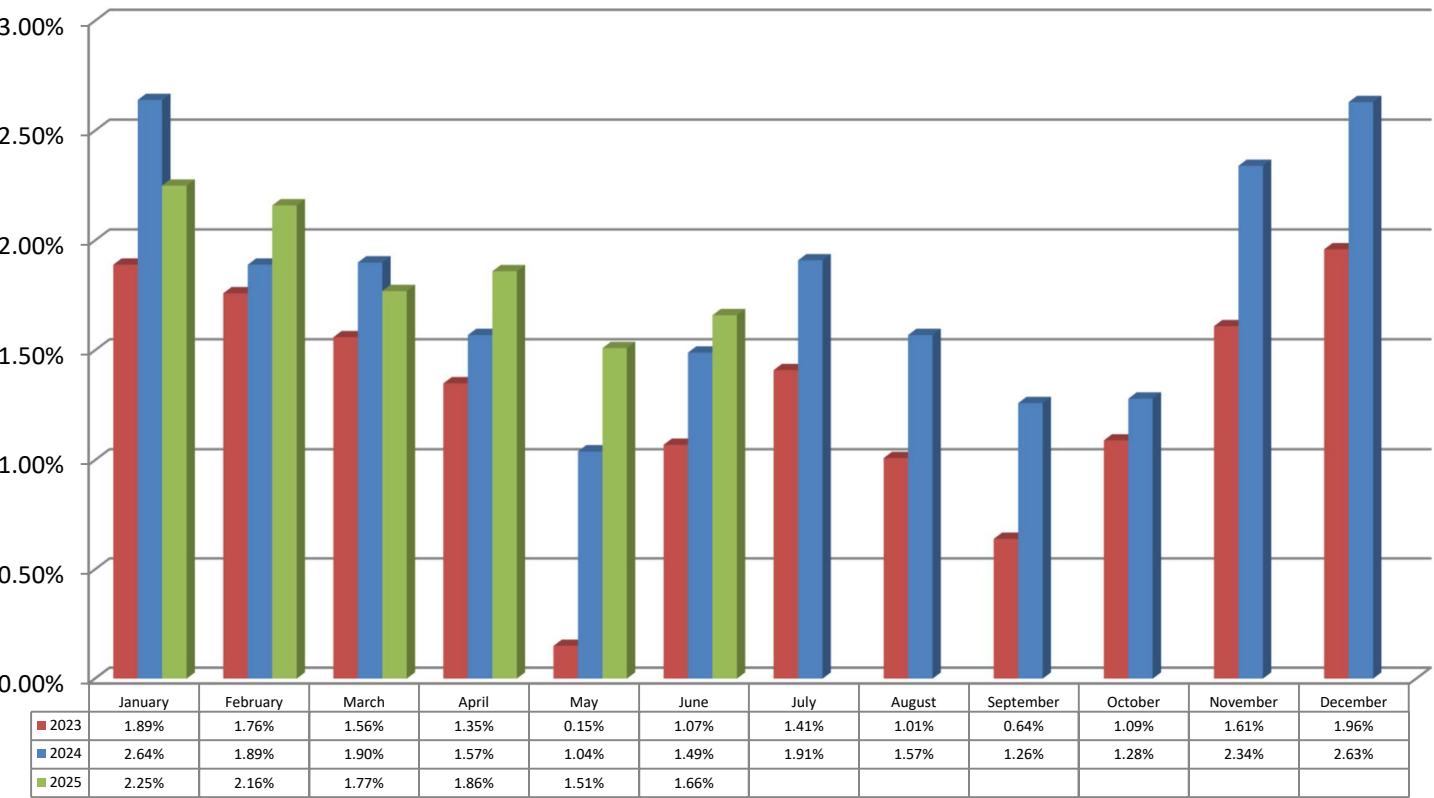
Contributed Services Water Percentages



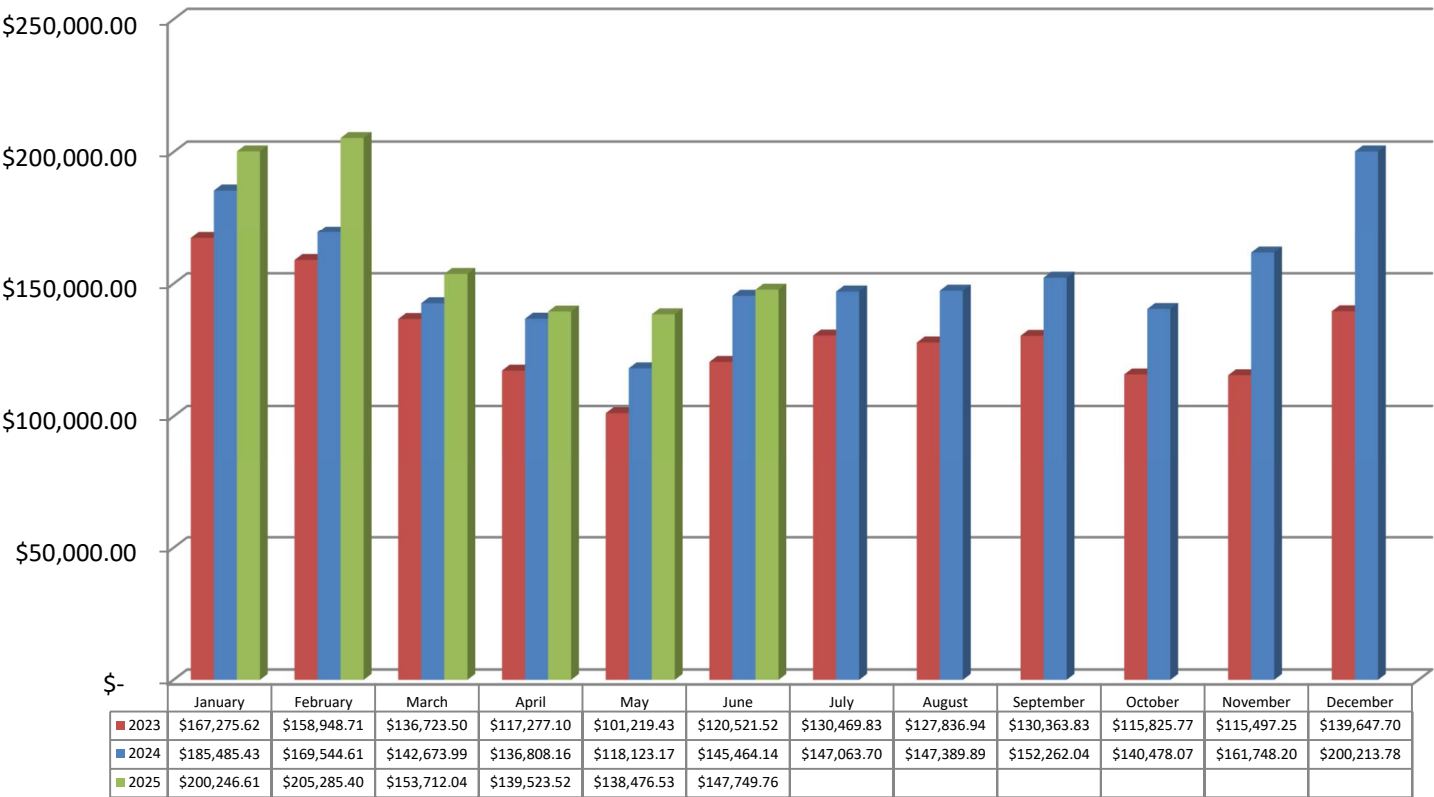
Contributed Services Natural Gas Dollars



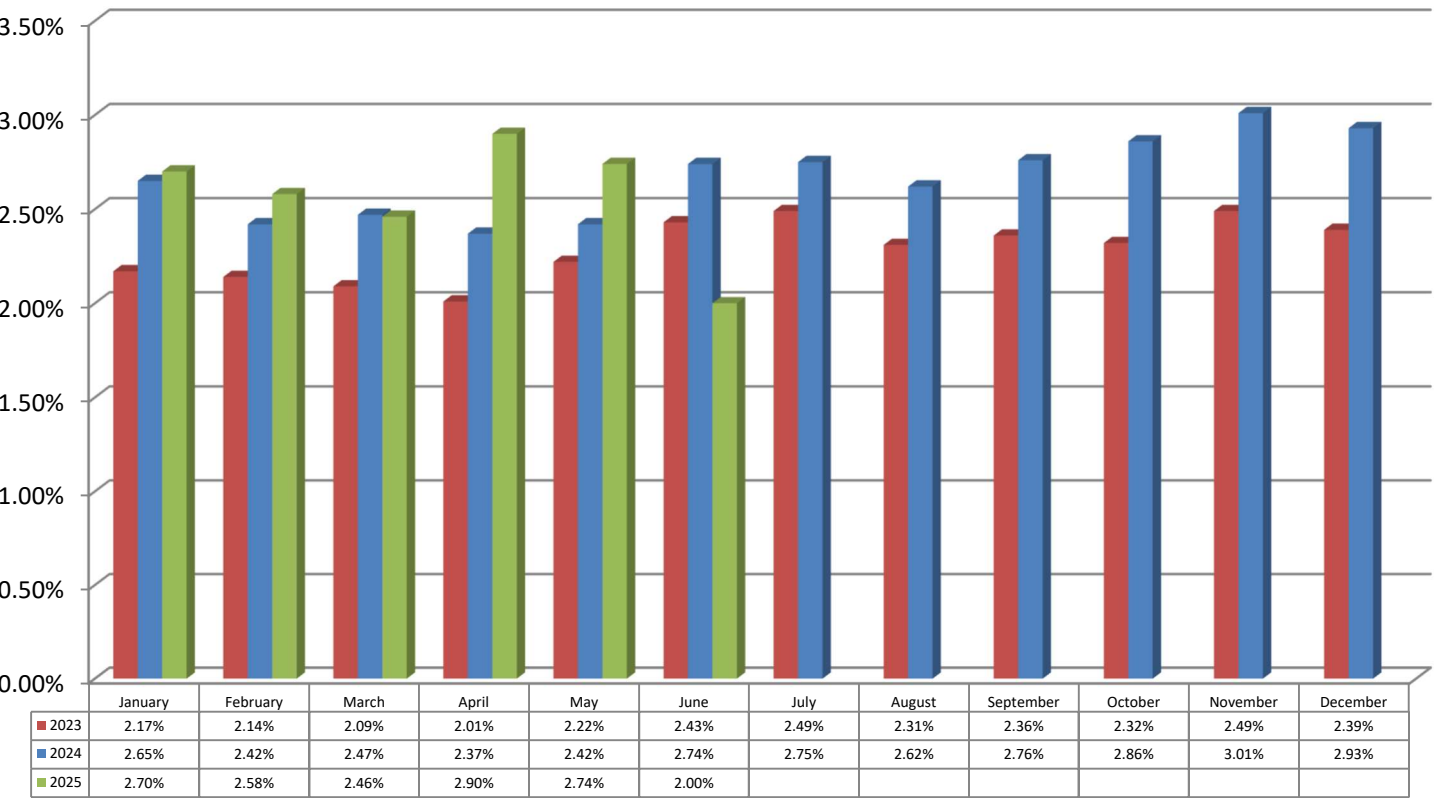
Contributed Services Natural Gas Percents



Contributed Services
Total Dollars



Contributed Services
Total Percents



Owatonna Public Utilities

Disbursements June 2025

Date	#	Type	VENDOR	VENDOR NAME	REFERENCE	AMOUNT
6/5/2025	156830	CHK	09360	ABOVE ALL CLEANING INC	Monthly Janitorial Services	\$5,114.93
6/5/2025	156831	CHK	09160	APG MEDIA OF MN LLC	Various employment ads, Flushing Ads, Graduation Ads, Gas Safety	\$2,734.00
6/5/2025	156832	CHK	09447	APOGEE INTERACTIVE INC	LP Daily Service	\$455.00
6/5/2025	156833	CHK	09444	AUTO VALUE OWATONNA	#80 BATTERY & BATTERY TENDER	\$284.25
6/5/2025	156834	CHK	07293	AUTOMATIC SYSTEMS COMPANY	SCADA computer upgrade software	\$71,191.00
6/5/2025	156835	CHK	09066	BLUE CROSS BLUE SHIELD OF MN- DENTAL	DENTAL PREMIUMS JULY 2025	\$2,661.95
6/5/2025	156836	CHK	00965	BORDER STATES ELECTRIC SUPPLY	PLSTC TAPE 1 IN CORE	\$657.00
6/5/2025	156837	CHK	08487	BUSSLER PUBLISHING INC	RECRUITMENT 1/2 PAGE 03/12/25	\$1,793.00
6/5/2025	156838	CHK	07150	CARR'S TREE SERVICE INC	Tree service equipment and labor	\$11,254.71
6/5/2025	156839	CHK	05444	CDW GOVERNMENT LLC	DISPATCH LAPTOP APRIL	\$1,399.65
6/5/2025	156840	CHK	06152	CENTURYLINK	MONTHLY SERVICES	\$408.05
6/5/2025	156841	CHK	01084	CITY OF OWATONNA	APRIL 2025 FUEL CONSUMPTION	\$4,983.90
6/5/2025	156842	CHK	00983	COLE'S ELECTRIC INC	BORE UNDERGROUND 623 RIDGE RD-TIM LEWIS	\$3,549.07
6/5/2025	156843	CHK	00116	CROSSTOWN CARTAGE COMPANY OF OWATONNA IN	COURIER & DEPOSIT BOX BANKING	\$953.00
6/5/2025	156844	CHK	08664	DGR ENGINEERING	WOW 1TR SWITCH/COSTCO VFI	\$223.00
6/5/2025	156845	CHK	00160	FIRST SUPPLY LLC-OWATONNA	#7 WELL ADPT MALE,SUPPORT,RING,TUBE	\$53.11
6/5/2025	156846	CHK	01169	HAWKINS INC	150 LB Chlorine Cylinders	\$740.47
6/5/2025	156847	CHK	09373	HEIMS TRUCK & TRAILER LLC	#T6 NEW WHEEL BEARINGS,SEALS,BATTERY,CAB	\$3,106.50
6/5/2025	156848	CHK	08838	HIRE IMAGE LLC	MICHAEL MERRY/BOB ANHORN NEW EMPLOYEES	\$316.55
6/5/2025	156849	CHK	00068	HUBER SUPPLY COMPANY INC	LENS MAG GLASS,GLOVES WELDING STICK/MIG	\$160.69
6/5/2025	156850	CHK	01032	IFACS	GRINDING WHEELS	\$530.63
6/5/2025	156851	CHK	00193	ITRON INC	HDWE MAINT MOBILE RADIO 6/01/25-5/31/26	\$4,689.53
6/5/2025	156852	CHK	06082	JAGUAR COMMUNICATIONS INC	2025 MAY LOCATES,CREDIT APRIL CORRECTION	\$15,850.00
6/5/2025	156853	CHK	01400	ALVIN D KREUTZ	REPAIR BACK FLOW PREVENTER HYDRANT BOX	\$54.60
6/5/2025	156854	CHK	07944	LITTLER MENDELSON PC	LEGAL SERVICES FOR APRIL 2025	\$260.00
6/5/2025	156855	CHK	01190	LOCATORS & SUPPLIES INC	SunX SPF lotions & sunscreen	\$104.14
6/5/2025	156856	CHK	01233	MADISON NATIONAL LIFE (LTD)	LTD PREMIUMS JUNE 2025	\$2,791.43
6/5/2025	156857	CHK	9018	MADISON NATIONAL LIFE (STD)	STD PREMIUMS JUNE 2025	\$2,149.43
6/5/2025	156858	CHK	09470	MARV'S PICTURE FRAMES	FRAMING COMMISSIONER PHOTO	\$25.00
6/5/2025	156859	CHK	09244	MINNESOTA LIFE INSURANCE COMPANY	JUNE LIFE INSURANCE PREMIUMS	\$3,059.35
6/5/2025	156860	CHK	01215	MINNESOTA OFFICE OF PIPELINE SAFETY	MOPS QTRLY MTR ASSESSMENT 01/01-03/31/25	\$428.12
6/5/2025	156861	CHK	08685	MINNESOTA PUMP WORKS	Repair of 125HP Motor	\$3,767.95
6/5/2025	156862	CHK	08913	NORTH AMERICAN SAFETY INC	Ear Plugs, Leather Gloves	\$236.69
6/5/2025	156863	CHK	03178	NORTHSTAR CALIBRATION INC	Pressure Gage Calibration	\$210.00
6/5/2025	156864	CHK	01095	OWATONNA SHOE COMPANY	Safety Shoes Dan C & Bob A & insoles	\$665.00
6/5/2025	156865	CHK	09425	PINPOINT NATURAL GAS SERVICES LLC	2025 LEAK SURVEY	\$36,270.00
6/5/2025	156866	CHK	01170	POSTMASTER	POSTAGE NEWSLETTER JUNE 2025	\$3,024.75
6/5/2025	156867	CHK	09270	PRIME GARAGE DOOR & MORE LLC	Labor/Diagnostic & Convenience fee	\$455.00
6/5/2025	156868	CHK	00009	RESCO-RURAL ELECTRIC SUPPLY COOPERATIVE	36-SPLICE SECONDARY, Wire 15KV	\$22,859.24
6/5/2025	156869	CHK	08687	SHRED RIGHT	Mobile Shred, Security Console	\$42.53
6/5/2025	156870	CHK	01122	SPECIALTY PERSONNEL SERVICES INC	JADEN WILSON & ISAAC GOERGEN WE 06/01/25	\$2,854.88
6/5/2025	156871	CHK	01128	STEELE-WASECA COOPERATIVE ELECTRIC	ISP SERVICE TERRITORY MAY CONTRCT8,10,13	\$8,330.40
6/5/2025	156872	CHK	01128	STEELE-WASECA COOPERATIVE ELECTRIC	Monthly Energy Use	\$221.05
6/5/2025	156873	CHK	09412	STEVE JAMES EXCAVATING INC	DIRT 3 1/2 YARDS, Rpr & Hauling Services, Water Serv Rpr	\$9,675.04
6/5/2025	156874	CHK	03190	STUART C IRBY CO	Ground sets with duckbill clamps, Wire 15KV, Connector	\$134,343.68
6/5/2025	156875	CHK	01067	SWAGelok MINNESOTA	VALVE LOCKOUT ACCESSORY	\$354.33
6/5/2025	156876	CHK	00896	UC LABORATORY	Total Coliform 4.2025 & 5.2025	\$864.60
6/5/2025	156877	CHK	00249	VAN METER INC	#3 SMALL ACSR CABLE CUTTER, 97,500 String Pull	\$2,032.44
6/5/2025	156878	CHK	09313	VERIZON	Monthly Recurring Charges	\$788.25
6/5/2025	156879	CHK	04243	VERIZON WIRELESS	Monthly Charges, Surcharges, Taxes	\$2,435.94
6/5/2025	156880	CHK	00613	VISION COMPANIES LLC	Monthly retainer for May 2025	\$5,000.00
6/5/2025	156881	CHK	01188	WESCO DISTRIBUTION INC	ACCURANGE 10KV ABB CLC-S 600:5 ELE METER	\$3,635.09
6/5/2025	156882	CHK	09104	ZIEGLER INC	TRAILER DECK TILT TOWMASTER T-16DT, Caterpillar Equip, Tools	\$35,530.13
6/5/2025	156883	CHK	9997	MR GARY HRDLICHKA	REBATE CW	\$75.00
6/5/2025	156884	CHK	9997	SUSAN I JOHNSON	REBATE F	\$600.00
6/5/2025	156885	CHK	9997	JOLENE K KUNKEL	REBATE F	\$1,000.00
6/5/2025	156886	CHK	9997	MR LARRY G NASH	REBATE F,CW,SW,TLT,LEDDWN	\$628.00
6/5/2025	156887	CHK	9998	DAVID L OLSON	Credit Balance Refund	\$617.75
6/12/2025	156888	CHK	09278	ACCESS TONNA LOCK SERVICE	Service call, Switch out lock cylinder	\$82.00
6/12/2025	156889	CHK	08806	AMARIL UNIFORM COMPANY #1	Bob Anhorn FR Clothing	\$2,454.86
6/12/2025	156890	CHK	09251	AT&T MOBILITY	HOTSPOTS, NIGHTHAWK	\$393.97
6/12/2025	156891	CHK	09444	AUTO VALUE OWATONNA	BATTERY	\$622.91
6/12/2025	156892	CHK	00964	BLOCK PLUMBING & HEATING	#35 VARIOUS NIPPLES 2-1/2 SHORT,CLOSE	\$184.57
6/12/2025	156893	CHK	00965	BORDER STATES ELECTRIC SUPPLY	FUSE LINK 65A K RMV BH 23IN	\$567.50
6/12/2025	156894	CHK	07150	CARR'S TREE SERVICE INC	Tree service equipment and labor	\$11,367.42
6/12/2025	156895	CHK	05444	CDW GOVERNMENT LLC	Logitech M310 Wireless Scroll Mouse	\$111.47
6/12/2025	156896	CHK	06152	CENTURYLINK	Monthly utility charges	\$114.00

Owatonna Public Utilities

Date	#	Type	VENDOR	VENDOR NAME	REFERENCE	AMOUNT
6/12/2025	156897	CHK	06172	CENTURYLINK BUSINESS SERVICES	MONTHLY SERVICE	\$24.78
6/12/2025	156898	CHK	09072	CINTAS CORPORATION - GK	Various sizes of gray mats and cleaning	\$210.27
6/12/2025	156899	CHK	01084	CITY OF OWATONNA	STREET OPENING PATCH 1038 VAN BUREN AVE	\$2,644.50
6/12/2025	156900	CHK	00093	COLE PAPERS INC	PAPER TOWELS,BATH TISSUE,AIR FRESHNER,UR	\$450.78
6/12/2025	156901	CHK	00116	CROSSTOWN CARTAGE COMPANY OF OWATONNA IN	Scheduled Service, Miscellaneous, Parcel	\$948.00
6/12/2025	156902	CHK	02699	DAKOTA SUPPLY GROUP INC	SWITCH 3PH 25KV VERTICAL	\$12,457.13
6/12/2025	156903	CHK	08464	ENDRES WINDOW CLEANING INC	Window and door cleaning	\$1,716.86
6/12/2025	156904	CHK	09002	FLOWPOINT ENVIRONMENTAL SYSTEMS INC	Web Services for May 2025	\$105.81
6/12/2025	156905	CHK	01204	FREE PRESS	MRKTING/DIGITAL MEDIA RECRUITMENT ADS	\$2,755.02
6/12/2025	156906	CHK	00347	GIRARD'S BUSINESS SOLUTIONS	Canon CR190i Scanner	\$546.00
6/12/2025	156907	CHK	09233	HUBBELL GAS UTILITY SOLUTIONS INC	MANIFOLD 2 METER BAR	\$6,126.34
6/12/2025	156908	CHK	00068	HUBER SUPPLY COMPANY INC	Q08 NITROGEN SIZE 115	\$136.32
6/12/2025	156909	CHK	01945	LOCAL UNION 949 IBEW	Local Union Dues	\$2,078.08
6/12/2025	156910	CHK	01190	LOCATORS & SUPPLIES INC	LUBE CABLE PULLING & BLOWING	\$1,792.14
6/12/2025	156911	CHK	08450	MARCO TECHNOLOGIES LLC	VAAS services and various taxes	\$1,422.52
6/12/2025	156912	CHK	01948	NCPERS MINNESOTA	Group life insurance coverage July 2025	\$448.00
6/12/2025	156913	CHK	01207	OCCUPATIONAL MEDICINE CONSULTANTS LTD	PREEMPLOYMENT ANNE KRAFT	\$12.00
6/12/2025	156914	CHK	07868	ONLINE INFORMATION SERVICES INC	UTILITY EXCHANGE REPORT, Web Access Fee	\$210.90
6/12/2025	156915	CHK	00009	RESCO-RURAL ELECTRIC SUPPLY COOPERATIVE	WIRE 15KV 1/0SOL.220AL FN 16#14 DBLSEAL	\$23,485.11
6/12/2025	156916	CHK	01111	ROCON INC	CONCRETE 441 W BRIDGE ST & STONERIDGE	\$3,239.00
6/12/2025	156917	CHK	09262	SKARSHAUG TESTING LABORATORY INC	Linemen's Gloves, Hose, Sleeves, Misc. I	\$238.87
6/12/2025	156918	CHK	03610	STARGAZER DESIGNS	PLANT OUTDOOR CONTAINERS SPRING SEASON	\$775.38
6/12/2025	156919	CHK	09412	STEVE JAMES EXCAVATING INC	Yards of Dresser Grey 3/4	\$324.91
6/12/2025	156920	CHK	05408	STEWART SANITATION	Cardboard & front load services	\$656.09
6/12/2025	156921	CHK	03190	STUART C IRBY CO	HPS 4012 HOIST; TWO TON, Kerk Flange, Fittings	\$2,711.16
6/12/2025	156922	CHK	01188	WESCO DISTRIBUTION INC	ABB ACCURANGE: CLC-S, Wire Bare, Electrical Clamps	\$5,584.24
6/12/2025	156923	CHK	9997	AUTO ZONE #3090	REBATE LIGHTING	\$425.88
6/12/2025	156924	CHK	9997	CRK PROPERTIES, LLC	REBATE LIGHTING	\$504.00
6/12/2025	156925	CHK	9999	D & D YARD SERVICE LLC	REPAIR SPRINKLER-449 16TH ST SW DAN KLEE	\$65.00
6/12/2025	156926	CHK	9997	MAYO CLINIC HEALTH SYSTEM	REBATE LIGHTING	\$336.90
6/18/2025	156927	CHK	08806	AMARIL UNIFORM COMPANY #1	Womens Ariat FR Duralight Vest, Paden FR Clothing	\$668.25
6/18/2025	156928	CHK	00335	AMERIGAS - 2318	3 33.5LB CYLINDER PROPANE FOR FORKLIFT	\$189.83
6/18/2025	156929	CHK	09093	BALLSTADT ENTERPRISES LLC	Lawn mowing, trimming, blowing	\$726.75
6/18/2025	156930	CHK	00964	BLOCK PLUMBING & HEATING	CURB BOX RISER 2" 125 W BROADWAY	\$134.00
6/18/2025	156931	CHK	00965	BORDER STATES ELECTRIC SUPPLY	Green & Red Coding Tape, Wire 600 KV	\$1,571.74
6/18/2025	156932	CHK	08487	BUSSLER PUBLISHING INC	Ads for storm, public safety, employment	\$1,894.00
6/18/2025	156933	CHK	07150	CARR'S TREE SERVICE INC	Tree service equipment and labor	\$35,655.34
6/18/2025	156934	CHK	05444	CDW GOVERNMENT LLC	CANON COLOR SCANNER	\$2,947.40
6/18/2025	156935	CHK	00978	CEDAR VALLEY SERVICES INC	Envelope Checking	\$436.82
6/18/2025	156936	CHK	07155	CEMSTONE PRODUCTS CO INC	SAND MIX WATER MAIN BREAK-MCKINLEY&IRONW	\$1,298.53
6/18/2025	156937	CHK	09047	CORE & MAIN LP	C4012 CHAMBER COVER O-RING	\$112.22
6/18/2025	156938	CHK	09399	DUFOR CLEANERS	FR CLOTHING CLEANING MAY 2025	\$3,312.45
6/18/2025	156939	CHK	00040	FERGUSON ENTERPRISES INC	GSKT WND SPRL JET TURBINE	\$44.01
6/18/2025	156940	CHK	00160	FIRST SUPPLY LLC-OWATONNA	TUBE COP SOFT & CLOTH MESH MILL ROSE	\$1,731.27
6/18/2025	156941	CHK	03490	FS3 INC	PROTECTOR SIZE 10 14" PRIMARY LEATHER	\$100.31
6/18/2025	156942	CHK	00999	GA ERNST & ASSOCIATES INC	9 STD AUDITS, WEATHERIZATION MATERIAL	\$3,159.50
6/18/2025	156943	CHK	01169	HAWKINS INC	Chemicals and freight charges	\$9,133.65
6/18/2025	156944	CHK	01023	HEATH CONSULTANTS INC	CHARGE SERVICE CALL MISSED ON CK#155577	\$32.00
6/18/2025	156945	CHK	09394	HOUCK TRANSIT ADVERTISING	Transit Media Space - Tail Wrap, Super K	\$1,200.00
6/18/2025	156946	CHK	00068	HUBER SUPPLY COMPANY INC	PP36T PLUS 25 FT 45D	\$2,566.75
6/18/2025	156947	CHK	00193	ITRON INC	ECG,CELL GAS,2.5 FT REMOTE ENCODER, Cellular 500G Module Elster	\$8,877.13
6/18/2025	156948	CHK	09177	JUEL LEARNING INC	Student Keycode Course Fee	\$1,209.00
6/18/2025	156949	CHK	01042	KEROTEST MANUFACTURING CORP	VALVE WELDBALL 2"	\$7,492.40
6/18/2025	156950	CHK	08850	KORN FERRY HAY GROUP INC	JOB EVALUATIONS MRKT/DIGITAL MEDIA & MET	\$1,824.00
6/18/2025	156951	CHK	00073	KOWZ - KRUE	IRRIGATION CONTROLLER ADS	\$1,110.00
6/18/2025	156952	CHK	01190	LOCATORS & SUPPLIES INC	HiVis Rain Jacket & Bibs, Nomex	\$408.75
6/18/2025	156953	CHK	08450	MARCO TECHNOLOGIES LLC	Contract base & usage charges, fees	\$1,516.47
6/18/2025	156954	CHK	08073	METERING & TECHNOLOGY SOLUTIONS	GASKET RUBBER 2" THICK	\$167.26
6/18/2025	156955	CHK	09285	METRONET	Fiber-Speed Internet, Advanced Services	\$178.44
6/18/2025	156956	CHK	03487	MINNESOTA DEPT OF COMMERCE	1st QTR 2026 Indirect Assesment Gas	\$10,580.59
6/18/2025	156957	CHK	09045	NATIONAL INFORMATION SOLUTIONS COOPERATI	Various print and mail services	\$28,083.53
6/18/2025	156958	CHK	09449	NECA IBEW FAMILY MEDICAL CARE PLAN	UNION MEDICAL PREMIUMS JULY	\$86,344.81
6/18/2025	156959	CHK	00827	OFFICE OF MN.IT SERVICES	WIDE AREA NETWORK SERVICES MAY	\$1,098.68
6/18/2025	156960	CHK	09420	OWATONNA ACE HARDWARE	Q08 WOS BR SQ D QO 2P 30A 1-1/2	\$41.67
6/18/2025	156961	CHK	09199	REAGAN OUTDOOR ADVERTISING OF ROCHESTER	Online Advertising - Display	\$1,032.00
6/18/2025	156962	CHK	00009	RESCO-RURAL ELECTRIC SUPPLY COOPERATIVE	SWITCH 15KV 95KV BIL DF AIR INSUL PAD	\$62,578.69
6/18/2025	156963	CHK	01122	SPECIALTY PERSONNEL SERVICES INC	SAM C, JADEN W & ISAAC G WE 06/08/25	\$5,438.40
6/18/2025	156964	CHK	01123	STAR TRIBUNE	YEARLY SUBSCRIPTION STAR TRIBUNE	\$829.30
6/18/2025	156965	CHK	9384	STEELE COUNTY INFORMATION NETWORK	ADVERTISING ON STEELE COUNTY NETWORK	\$100.00
6/18/2025	156966	CHK	09412	STEVE JAMES EXCAVATING INC	Yards of Screen Dirt	\$192.38
6/18/2025	156967	CHK	08588	STOYKS PLUMBING LLC	WSLPP 420 CINDY LANE	\$321.69

Owatonna Public Utilities

Date	#	Type	VENDOR	VENDOR NAME	REFERENCE	AMOUNT
6/18/2025	156968	CHK	03190	STUART C IRBY CO	PIPE 21N IPS COIL PIPE, PE2708, SDR 11, Connector, Bushing Insert	\$10,018.46
6/18/2025	156969	CHK	04308	UTILITY SAFETY & DESIGN INC	Retainer Fees for Services Contract	\$1,918.00
6/18/2025	156970	CHK	01188	WESCO DISTRIBUTION INC	CONNECTOR VISE BVC-4, Elbow 600 Amp	\$21,758.04
6/18/2025	156971	CHK	9998	DOUGLAS C DEITERT	Credit Balance Refund	\$281.72
6/18/2025	156972	CHK	9997	MICHAEL J O'NEILL	REBATE F	\$1,000.00
6/18/2025	156973	CHK	9997	MR JEFFREY A OST	REBATE F	\$1,000.00
6/26/2025	156974	CHK	00690	AFLAC	JUNE PREMIUMS AFLAC 2025	\$2,004.00
6/26/2025	156975	CHK	08806	AMARIL UNIFORM COMPANY #1	Duffel bag, company logo, Bob Anhorn	\$57.10
6/26/2025	156976	CHK	09444	AUTO VALUE OWATONNA	BATTERY MINI EXCAVATOR	\$554.89
6/26/2025	156977	CHK	00964	BLOCK PLUMBING & HEATING	WSLPP 809 GREENHAVEN LN-THOMAS HYLAND	\$699.72
6/26/2025	156978	CHK	00965	BORDER STATES ELECTRIC SUPPLY	KIT SEALING CABLE SHRINK COLD 8452	\$1,340.40
6/26/2025	156979	CHK	09072	CINTAS CORPORATION - GK	MAT RENTAL	\$210.27
6/26/2025	156980	CHK	01084	CITY OF OWATONNA	MAY 2025 FUEL CONSUMPTION	\$3,638.87
6/26/2025	156981	CHK	00116	CROSSTOWN CARTAGE COMPANY OF OWATONNA IN	Scheduled Service, Miscellaneous, Parcel	\$953.00
6/26/2025	156982	CHK	01854	GARCIA GRAPHICS	Revisions to Create EV TOU Rebate	\$100.00
6/26/2025	156983	CHK	00068	HUBER SUPPLY COMPANY INC	SPOOL, ADAPTER PIN,	\$689.65
6/26/2025	156984	CHK	01032	IFACS	SCREW CAP,WASHER FLAT,NUT FINISH,LOCKWAS	\$537.01
6/26/2025	156985	CHK	09290	JT SERVICES OF MINNESOTA	SWITCHGEAR 15KV	\$46,340.00
6/26/2025	156986	CHK	08585	KECK'S REPAIR INC	#115 INSTALL NEW COOLANT OVERFLOW TANK	\$494.44
6/26/2025	156987	CHK	01042	KEROTEST MANUFACTURING CORP	STRAINER 2"W CL150	\$5,939.36
6/26/2025	156988	CHK	01945	LOCAL UNION 949 IBEW	Local Union Dues	\$2,080.22
6/26/2025	156989	CHK	01190	LOCATORS & SUPPLIES INC	RAIN GEAR - ROBERT ANHORN	\$442.38
6/26/2025	156990	CHK	01233	MADISON NATIONAL LIFE (LTD)	LTD PREMIUMS JULY 2025	\$2,591.51
6/26/2025	156991	CHK	9018	MADISON NATIONAL LIFE (STD)	STD PREMIUMS JULY 2025	\$2,044.84
6/26/2025	156992	CHK	08450	MARCO TECHNOLOGIES LLC	Contract payment, sales tax	\$416.03
6/26/2025	156993	CHK	07307	MAYO CLINIC - OWATONNA	NEW EMPLOYEE AK AND MM	\$173.00
6/26/2025	156994	CHK	01205	MEDTOX LABORATORIES INC	NEW EMPLOYEE DRUG SCREEN	\$50.02
6/26/2025	156995	CHK	01064	MINNESOTA MUNICIPAL UTILITIES ASSOCIATION	AI UTILITY CONF WORKSHOP ROGER WAREHIME	\$660.00
6/26/2025	156996	CHK	08913	NORTH AMERICAN SAFETY INC	SAFETY GLASSES	\$483.19
6/26/2025	156997	CHK	01109	R & K ELECTRIC INC	WIRE PULLED 05/27-30/25 8,173 FT	\$22,990.50
6/26/2025	156998	CHK	00240	RENT N SAVE PORTABLE SERVICES	MAY 2025 RESTROOM FARIBAULT SUB	\$235.12
6/26/2025	156999	CHK	00009	RESCO-RURAL ELECTRIC SUPPLY COOPERATIVE	SPLICE AUTO 4/O ACSR FULL TENSION	\$1,689.15
6/26/2025	157000	CHK	01122	SPECIALTY PERSONNEL SERVICES INC	SAM C, JADEN W & ISAAC G WE 06/15/25	\$5,030.56
6/26/2025	157001	CHK	01244	STEELE COUNTY FREE FAIR	BOOTH LICENSING FEE AUG 12-17	\$722.00
6/26/2025	157002	CHK	01128	STEELE-WASECA COOPERATIVE ELECTRIC	3175 N CTY RD 45 ELE SERV 05/01-06/01/25	\$175.29
6/26/2025	157003	CHK	09412	STEVE JAMES EXCAVATING INC	DIRT 3 YARDS	\$164.32
6/26/2025	157004	CHK	08588	STOYKS PLUMBING LLC	WSLPP 550 HAZELTINE PLACE NE	\$321.69
6/26/2025	157005	CHK	03190	STUART C IRBY CO	SOCKET PENTA LIENMAN'S SHOCKWAVE	\$5,241.09
6/26/2025	157006	CHK	09465	TANKSCO INC	05/19-06/09/25 TOWER #7 PROJECT #1266-24	\$192,090.00
6/26/2025	157007	CHK	01946	UNITED WAY OF STEELE COUNTY	2ND QTR PAYROLL DEDUCTIONS	\$726.38
6/26/2025	157008	CHK	00204	XCEL ENERGY	7702 SW 18TH ST ELE SER05/13/25-06/12/25	\$122.94
6/26/2025	157009	CHK	9997	MR RYAN J BOERNER	REBATE ASHP WIFI TH	\$1,550.00
6/26/2025	157010	CHK	9997	MR NORDEAN HARTLE	REBATE F WIFI TH	\$1,050.00
6/26/2025	157011	CHK	9997	STEVEN M HONDL	REBATE F	\$600.00
6/26/2025	157012	CHK	9997	MR STEPHEN A KASPER	REBATE CW,RF,LEDDOWN	\$176.16
6/26/2025	157013	CHK	9997	MR KENNETH J LANGER	REBATE F	\$1,000.00
6/26/2025	157014	CHK	9997	STEPHANIE K NIMS	REBATE ASHP	\$1,500.00
TOTAL CHECKS						<u>\$1,137,031.82</u>
6/2/2025	1757	WIRE	09170	MINNESOTA DEPT OF REVENUE PAYROLL	MN WITHHOLDING TAX	\$13,775.28
6/2/2025	1758	WIRE	09034	DEFERRED COMPENSATION	DEFERRED COMP CONTRIBUTION	\$6,915.00
6/2/2025	1759	WIRE	09346	WEX HEALTH, INC	EMPLOYER CONTRIBUTION HSA & VEB	\$2,350.90
6/2/2025	1760	WIRE	00081	SOUTHEAST SERVICE COOP (MEDICAL)	MGMT MEDICAL PREMIUMS JUNE	\$25,195.94
6/3/2025	1761	WIRE	09346	WEX HEALTH, INC	FSA REIMB DDC 29.39, JW 9.29	\$38.68
6/3/2025	1762	WIRE	09346	WEX HEALTH, INC	FSA REIMB DDC 20.00	\$20.00
6/4/2025	1763	WIRE	09346	WEX HEALTH, INC	FSA REIMB DDC 20.00	\$20.00
6/5/2025	1764	WIRE	09414	BREMER BANK COMMERCIAL CREDIT CARD 6147	MAY 2025 CREDIT CARD STMT	\$20,660.02
6/6/2025	1765	WIRE	09346	WEX HEALTH, INC	FSA REIMB SP \$230.00	\$230.00
6/10/2025	1766	WIRE	09346	WEX HEALTH, INC	FSA REIMB SP \$20.00	\$20.00
6/12/2025	1767	WIRE	09064	THE ENERGY AUTHORITY INC	MAY 2025 NNG TRANSPORT DEMAND FEE	\$73,630.29
6/13/2025	1768	WIRE	09061	UNITED STATES TREASURY	FEDERAL WITHHOLDING TAXES	\$72,375.48
6/13/2025	1769	WIRE	09168	PERA	PERA EMPLOYER CONTRIBUTIONS	\$39,513.03
6/16/2025	1770	WIRE	09170	MINNESOTA DEPT OF REVENUE PAYROLL	MN WITHHOLDING TAX	\$13,534.41
6/16/2025	1771	WIRE	09034	DEFERRED COMPENSATION	DEFERRED COMP CONTRIBUTION	\$7,015.00
6/16/2025	1772	WIRE	09064	THE ENERGY AUTHORITY INC	GAS PURCHASES FOR MAY 2025	\$292,534.79
6/16/2025	1773	WIRE	09346	WEX HEALTH, INC	EMPLOYER CONTRIBUTION HSA & VEB	\$3,214.53
6/16/2025	1774	WIRE	09346	WEX HEALTH, INC	FSA REIMB DDC 161.26	\$161.26
6/17/2025	1775	WIRE	09346	WEX HEALTH, INC	FSA REIMB RN 20.00	\$20.00
6/23/2025	1776	WIRE	09346	WEX HEALTH, INC	FSA REIMB NB \$2086	\$2,086.00
6/25/2025	1777	WIRE	09346	WEX HEALTH, INC	MAY WEX SERVICES	\$151.25
6/25/2025	1778	WIRE	01121	SOUTHERN MN MUNICIPAL POWER AGENCY	MAY POWER SALES CONTRACT	\$2,604,109.07

Owatonna Public Utilities

Date	#	Type	VENDOR	VENDOR NAME	REFERENCE	AMOUNT
6/26/2025	1779	WIRE	09346	WEX HEALTH, INC	LT(192.15)NB150.00 RN199.0 SP235.JW12.74	\$404.59
6/27/2025	1780	WIRE	09061	UNITED STATES TREASURY	FEDERAL WITHHOLDING TAXES	\$72,140.53
6/27/2025	1781	WIRE	09168	PERA	PERA EMPLOYER CONTRIBUTIONS	\$39,414.38
6/27/2025	1782	WIRE	01121	SOUTHERN MN MUNICIPAL POWER AGENCY	WIND REC PURCHASE DAIKIN, SPUTTER, RESID	\$15,291.00
6/30/2025	1783	WIRE	09346	WEX HEALTH, INC	EMPLOYER CONTRIBUTION HSA & VEBA	\$3,214.53
6/30/2025	1784	WIRE	09170	MINNESOTA DEPT OF REVENUE PAYROLL	MN WITHHOLDING TAX	\$13,483.17
6/5/2025	18635	ACH	09466	TRC ENGINEERS INC	APRIL 2025 SERVICES OSI-CLOUD SAAS	1,901.00 VOID
6/18/2025	18766	ACH	09466	TRC ENGINEERS INC	APRIL 2025 SERVICES OSI-CLOUD SAAS	1,901.00
6/18/2025	18765	ACH	04920	BLACK FOREST LTD	BOOKLETS	15.4
6/12/2025	18762	ACH	08463	COOPERATIVE RESPONSE CENTER INC	MAY 2025 DISPATCH,CRCLINK,SCADA MONITORI	4,118.01
6/12/2025	18763	ACH	01012	GOPHER STATE ONE-CALL INC	MAY 2025 LOCATING SERVICE	596.7
6/26/2025	18894	ACH	09466	TRC ENGINEERS INC	MAY 2025 SERVICES OSI-CLOUD SAAS	1,901.00
6/18/2025	18767	ACH	01183	UNITED PARCEL SERVICE INC	RMA Bierer & Assoc AT-060425-14 Jeff B	71.07
6/12/2025	18764	ACH	01183	UNITED PARCEL SERVICE INC	SKARSHAUG TESTING	154.52
6/18/2025	93380	ACH	1238	MN DEPT OF REVENUE	SALES TAXES	\$204,062.00
6/30/2025	93855	ACH	1084	CITY OF OWATONNA	SEWER PAYMENT - June 2025	\$585,000.00
TOTAL ELECTRONIC PAYMENTS						<u>\$3,330,276.83</u>
6/13/2025	Various	DD	Various	59 Employees @ 23.08 each	Cell Phone Stipends	\$1,361.72
6/27/2025	Various	DD	Various	59 Employees @ 23.08 each	Cell Phone Stipends	\$1,361.72
TOTAL EMPLOYEE REIMBURSEMENTS						<u>\$2,723.44</u>
TOTAL CHECKS						\$1,137,031.82
TOTAL EMPLOYEE REIMBURSEMENTS						\$2,723.44
TOTAL WIRE PAYMENTS						\$3,321,519.13
TOTAL EFT PAYMENTS						\$10,658.70
Check Register Subtotal						<u>\$4,471,933.09</u>
TOTAL ACH PAYMENTS						\$789,062.00
Payments Subtotal						<u>\$5,260,995.09</u>
REBATES APPLIED TO CUSTOMER ACCOUNTS						\$2,775.00
PAYROLL ACH - 6/13/2025						\$175,332.79
PAYROLL ACH - 6/27/2025						\$175,189.84
TOTAL PAYMENTS						<u>\$5,614,292.72</u>
Checks/Wires Voided this month - 1						\$1,901.00

Electric Monthly Financial Scorecard

June 2025

	Actual	Plan	Vs. Plan	
Commodity Sold (MWh)	32,526	35,743	(3,217)	-9.0%
Commodity Revenue (000)	\$3,977	\$4,139	-\$161	-3.9%
Commodity Expense (000)	\$2,953	\$3,102	-\$149	-4.8%
Gross Margin (000)	\$1,024	\$1,036	(\$13)	-1.2%
Other Revenue (000)	\$178	\$131	\$48	36.6%
Other Expense (000)	\$872	\$953	-\$82	-8.6%
Net Income (000)	\$330	\$214	\$117	54.7%

Key Drivers

Commodity Revenue:

\$1K - Residential sales below plan
 \$9K - Commercial sales above plan
 \$246K - Industrial sales below plan
 \$16K - City sales above plan
 \$64K - EAA adjustment above plan

Note: Unbilled revenue

Accrual (U) (\$152K) - below plan
 Reversal (U) (\$5K) - below plan
Total (U) (\$157K) - below plan

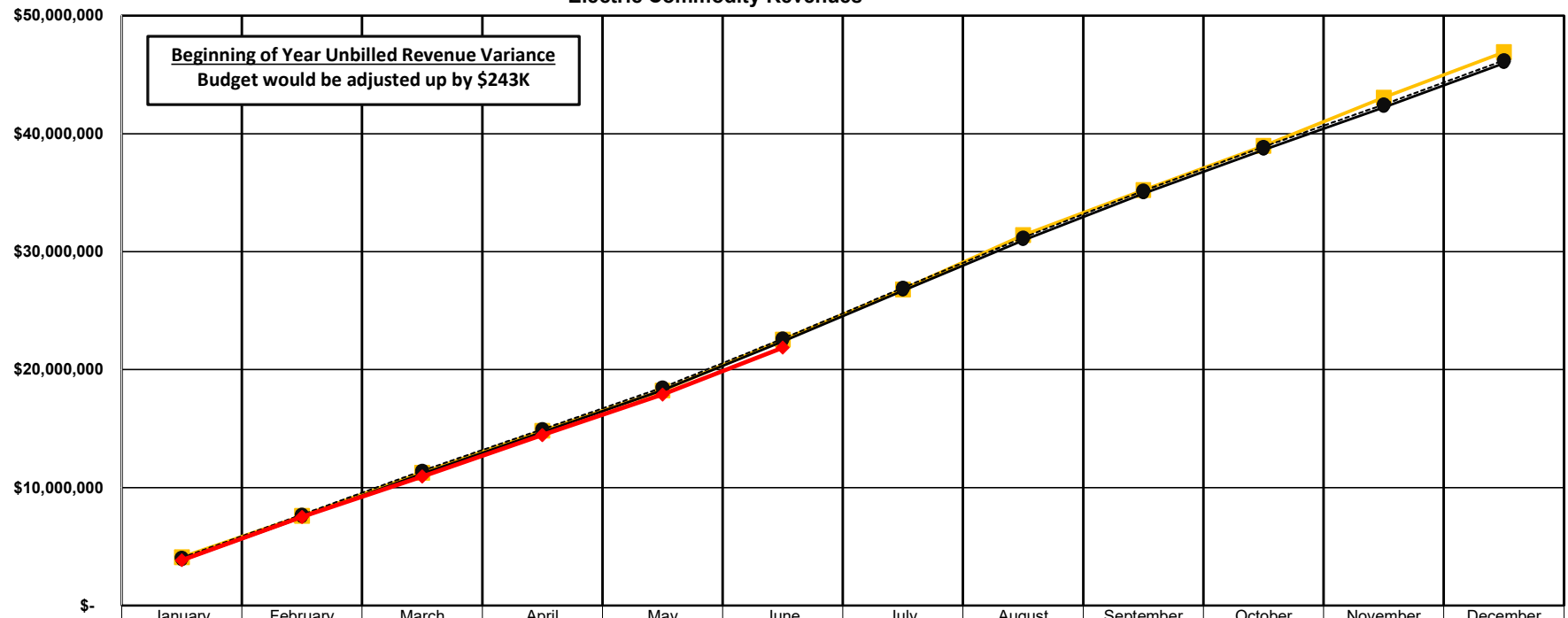
Other Revenue:

\$61K - RESCO Patronage above plan; \$9K is timing w/ July
 \$29K - SMMPA Rebate reimbursement below plan
 \$10K - Interest income above plan
 \$5K - Forfeited Discounts above plan

Other Expense:

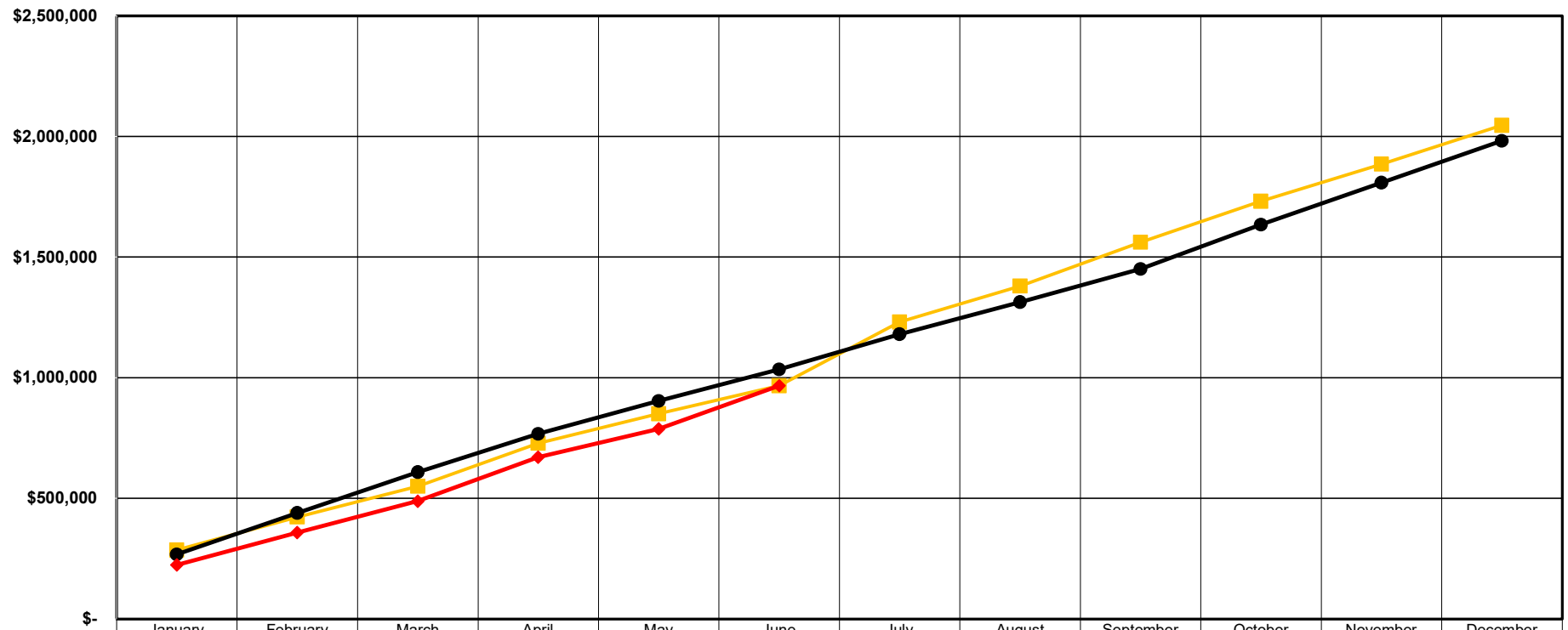
\$37K - Electric Cost of Service, Timing
 \$25K - Distribution expenses below plan
 \$18K - Labor/Benefits above plan
 \$15K - Depreciation expense below plan

Electric Commodity Revenues



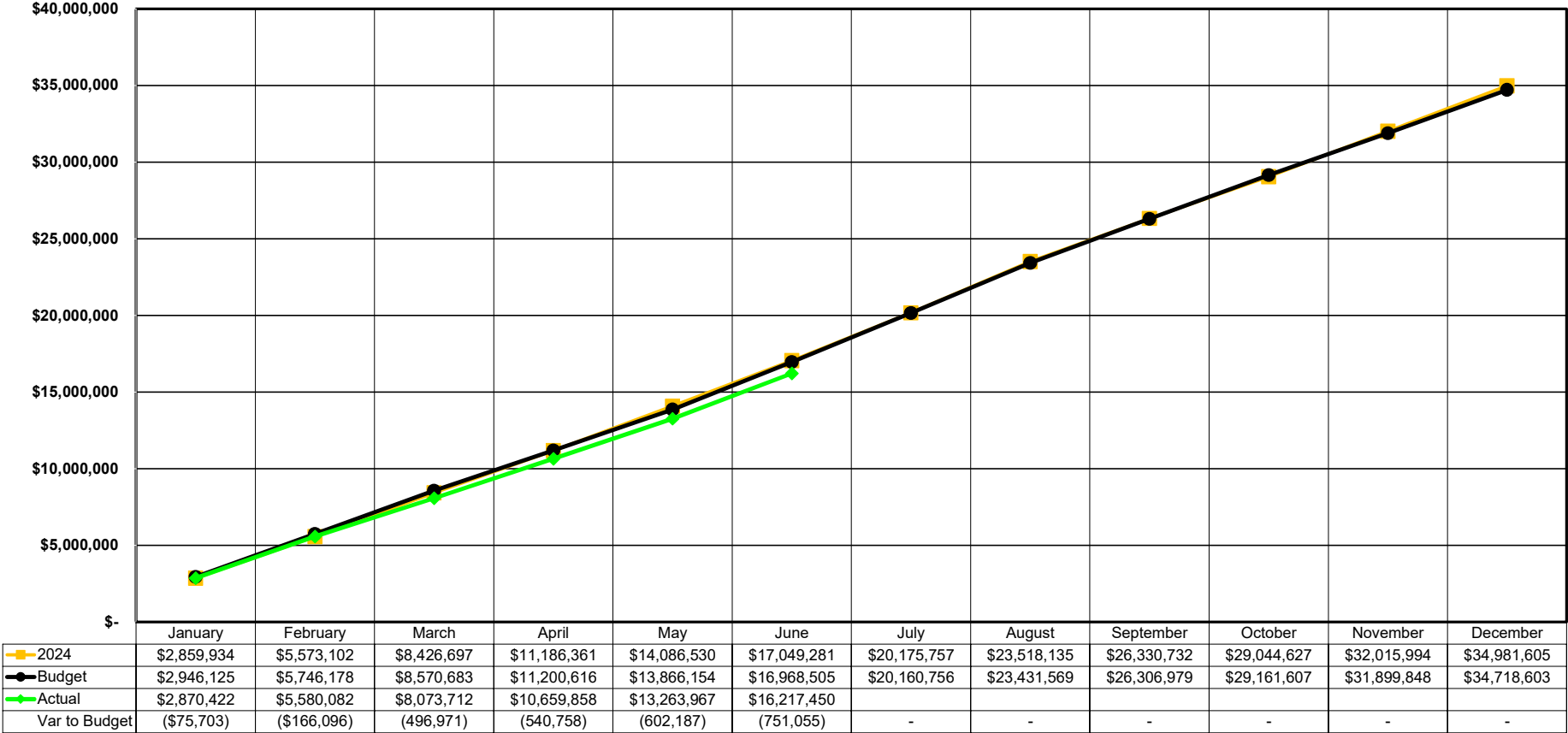
	January	February	March	April	May	June	July	August	September	October	November	December
2024	\$4,105,013	\$7,608,668	\$11,269,005	\$14,823,881	\$18,236,772	\$22,539,185	\$26,789,848	\$31,383,576	\$35,216,253	\$38,956,548	\$43,048,639	\$46,895,049
Budget	\$3,819,070	\$7,465,239	\$11,182,294	\$14,701,954	\$18,247,158	\$22,385,682	\$26,685,212	\$30,944,630	\$34,914,391	\$38,628,344	\$42,221,320	\$45,959,546
Budget (Adjusted)	\$4,062,442	\$7,708,611	\$11,425,666	\$14,945,326	\$18,490,530	\$22,629,054	\$26,928,584	\$31,188,002	\$35,157,763	\$38,871,716	\$42,464,692	\$46,202,918
Actual	\$3,848,234	\$7,521,188	\$10,936,020	\$14,452,045	\$17,887,675	\$21,864,755						
Var to Budget	\$29,164	\$55,949	(246,274)	(249,909)	(359,483)	(520,927)	-	-	-	-	-	-
Var to Budget (Adj.)	(\$214,208)	(\$187,424)	(489,646)	(493,281)	(602,855)	(764,299)	-	-	-	-	-	-

Electric Other Revenues

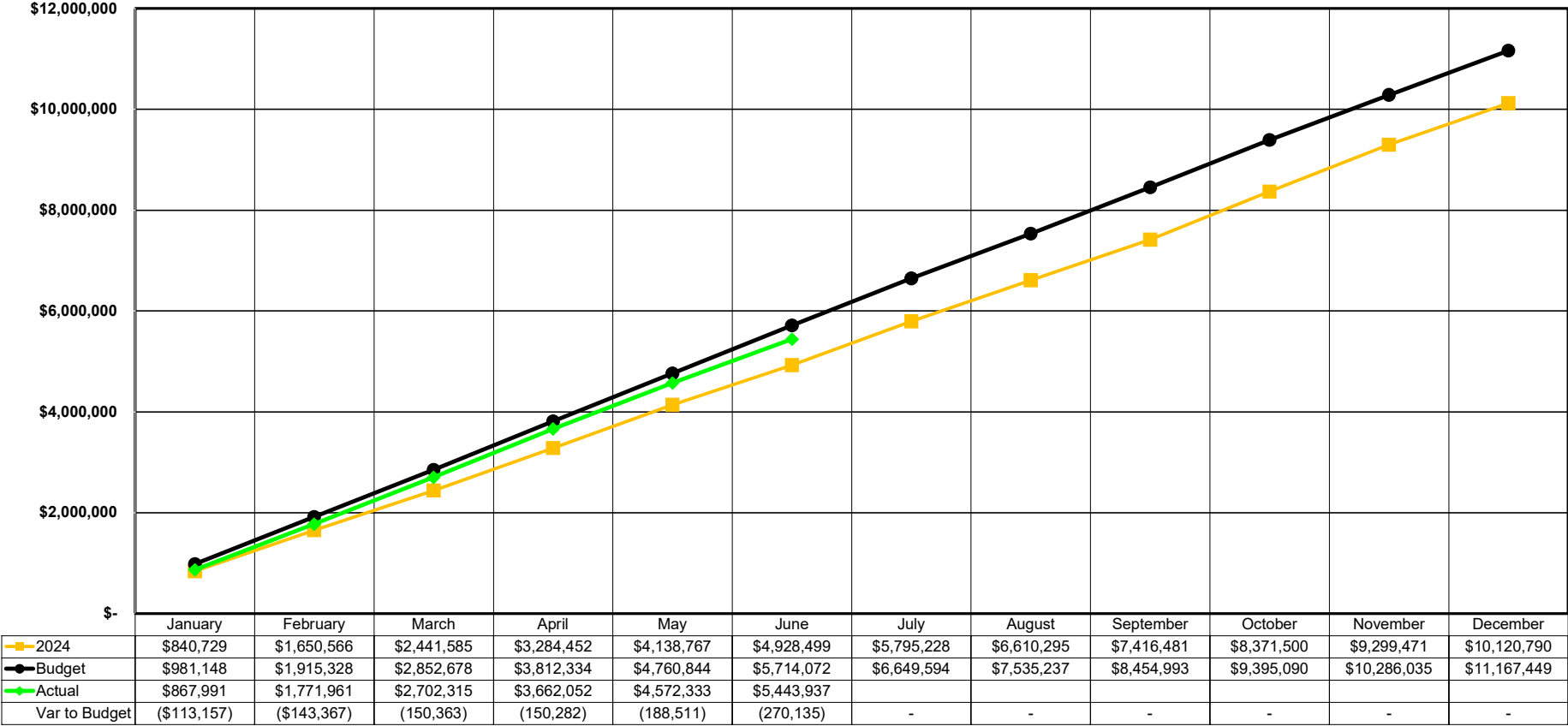


2024	January	February	March	April	May	June	July	August	September	October	November	December
Budget	\$285,810	\$422,812	\$550,364	\$728,106	\$850,789	\$966,987	\$1,231,076	\$1,380,099	\$1,561,588	\$1,732,032	\$1,885,651	\$2,046,707
Actual	\$267,960	\$439,495	\$608,855	\$767,628	\$904,111	\$1,034,700	\$1,180,729	\$1,313,621	\$1,450,761	\$1,634,316	\$1,808,805	\$1,982,347
Var to Budget	\$224,287	\$358,753	\$488,473	\$670,309	\$788,130	\$966,541						
	(\$43,673)	(\$80,742)	(120,382)	(97,319)	(115,981)	(68,159)	-	-	-	-	-	-

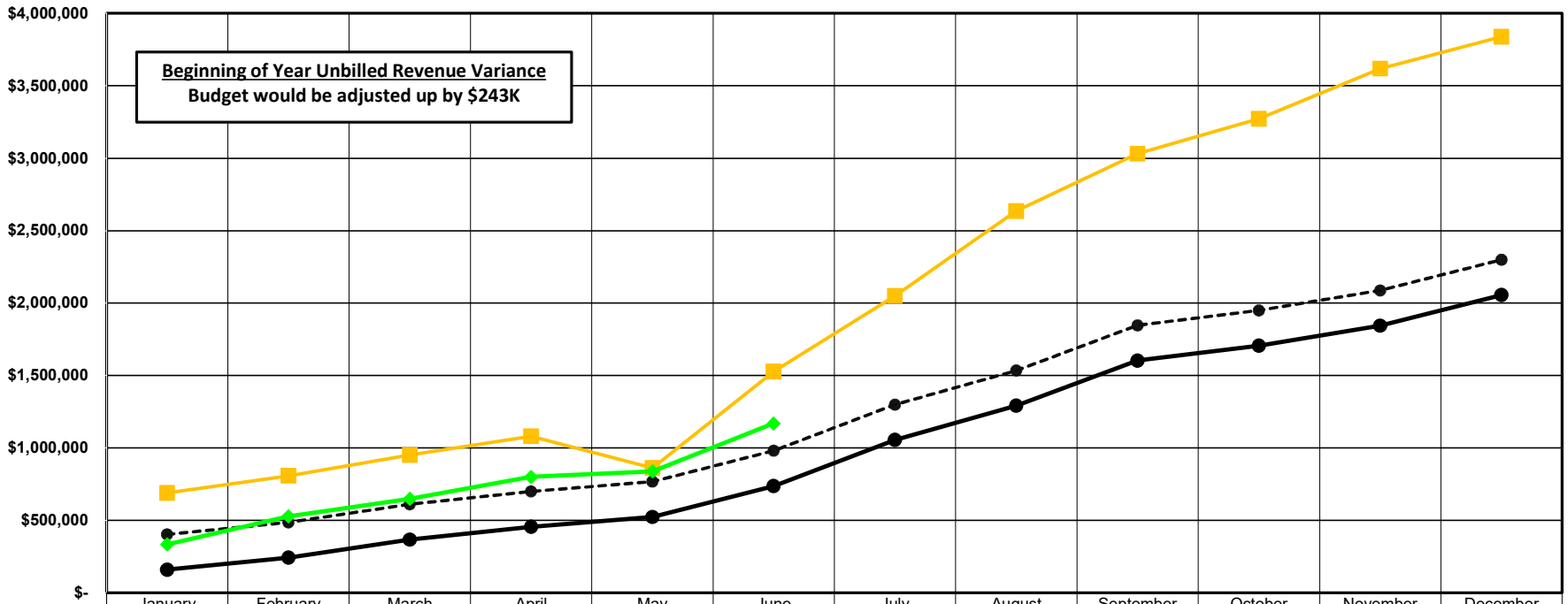
Electric Variable Costs (Purchased Power)



Electric Fixed Costs



Electric Net Income



	January	February	March	April	May	June	July	August	September	October	November	December
2024	\$690,160	\$807,812	\$951,087	\$1,081,174	\$862,264	\$1,528,392	\$2,049,939	\$2,635,245	\$3,030,628	\$3,272,453	\$3,618,825	\$3,839,360
Budget	\$159,757	\$243,228	\$367,788	\$456,632	\$524,271	\$737,805	\$1,055,591	\$1,291,445	\$1,603,180	\$1,705,963	\$1,844,242	\$2,055,841
Budget (Adjusted)	\$403,129	\$486,600	\$611,160	\$700,004	\$767,643	\$981,177	\$1,298,963	\$1,534,817	\$1,846,552	\$1,949,335	\$2,087,614	\$2,299,213
Actual	\$334,108	\$527,898	\$648,467	\$800,444	\$839,506	\$1,169,910						
Var to Budget	\$174,351	\$284,670	280,679	343,812	315,235	432,105	-	-	-	-	-	-
Var. to Bud. (Adj.)	(\$69,021)	\$41,298	37,307	100,440	71,863	188,733	-	-	-	-	-	-

Water Monthly Financial Scorecard

June 2025

	Actual	Plan	Vs. Plan	
Commodity Sold (CCF)	125,279	162,620	(37,341)	-23.0%
Commodity Revenue (000)	\$446	\$480	-\$34	-7.2%
Commodity Expense (000)	\$0	\$0	\$0	0.0%
Gross Margin (000)	\$446	\$480	(\$34)	-7.2%
Other Revenue (000)	\$53	\$47	\$6	12.5%
Other Expense (000)	\$322	\$391	-\$69	-17.6%
Net Income (000)	\$176	\$136	\$40	29.4%

Key Drivers

Commodity Revenue:

\$16K - Residential sales below plan
 \$4K - Commercial sales below plan
 \$5K - Industrial sales below plan
 \$9K - City sales below plan

Note: Unbilled revenue

Accrual (U) (\$25K) below plan
 Reversal (U) (\$5K) below plan
Total (U) (\$30K) below plan

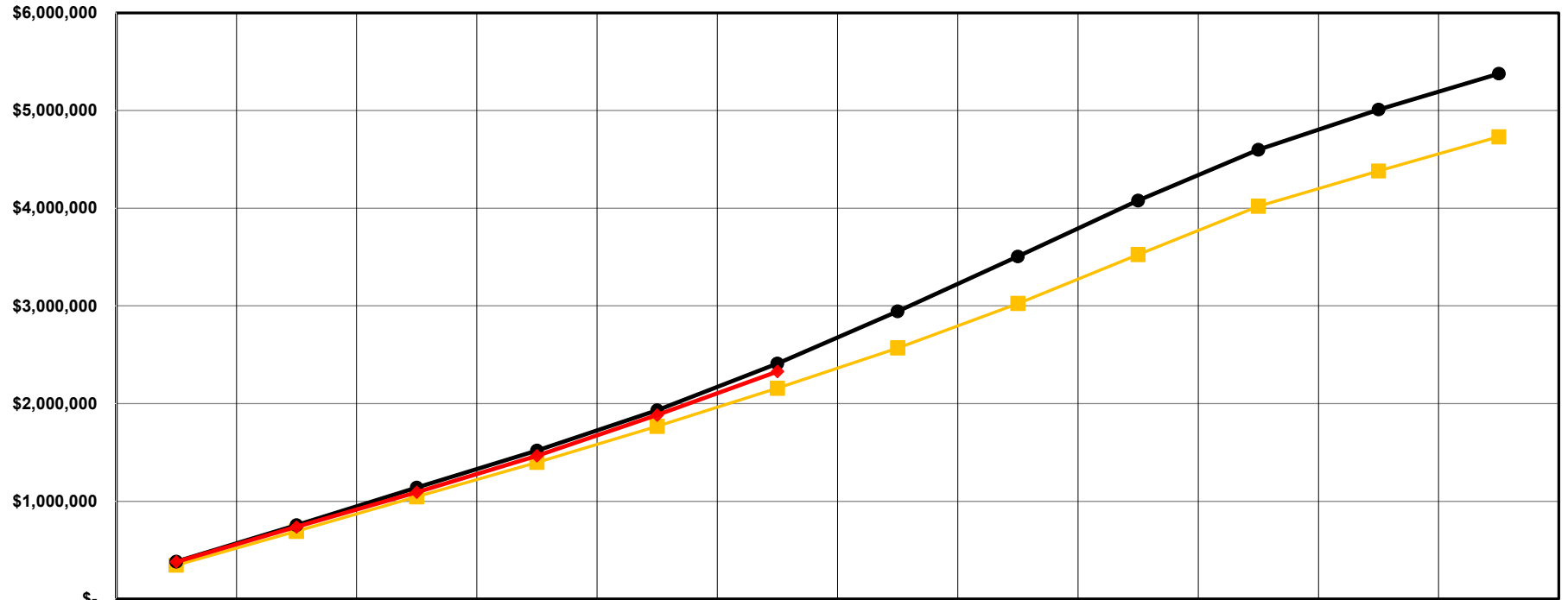
Other Revenue:

\$4K - Interest income above plan

Other Expense:

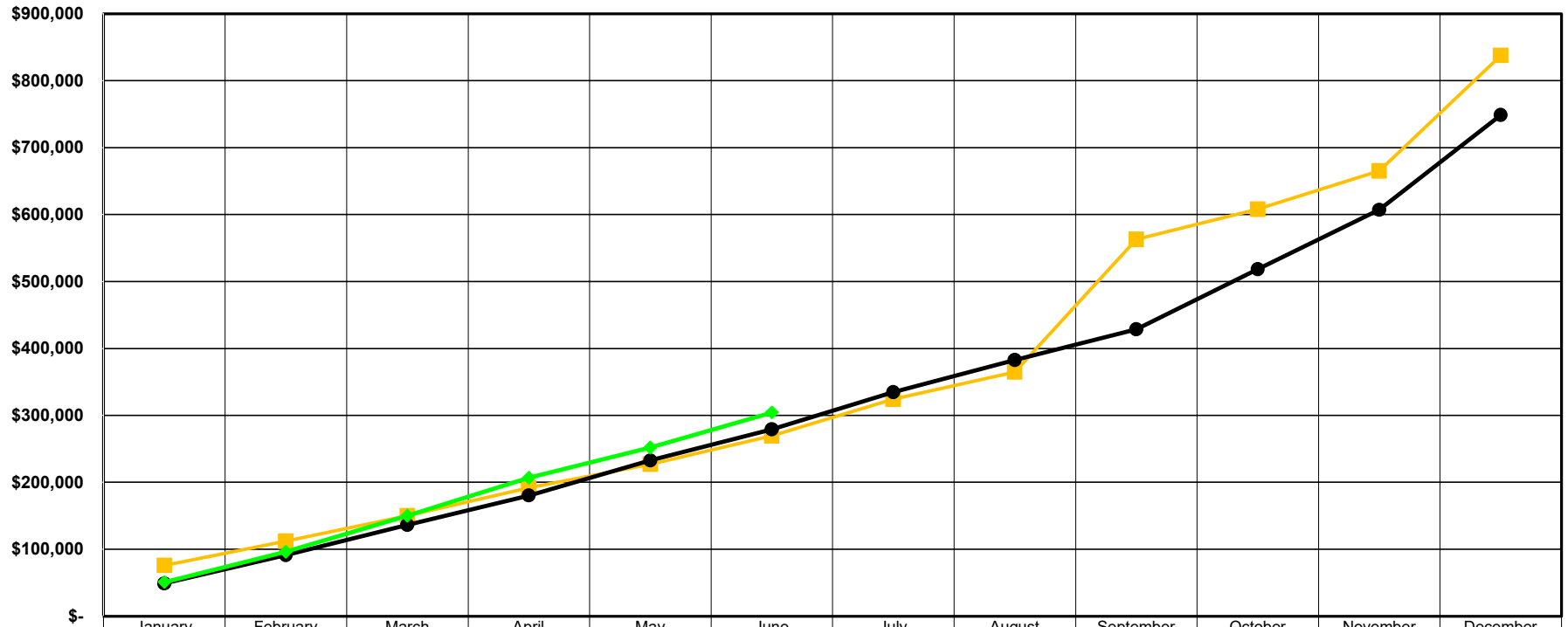
\$21K - Distribution expenses below plan
 \$12K - Labor/Benefits below plan
 \$12K - Admin & General expense below plan
 \$7K - Contributed Services below plan
 \$3K - Depreciation expense below plan

Water Commodity Revenues



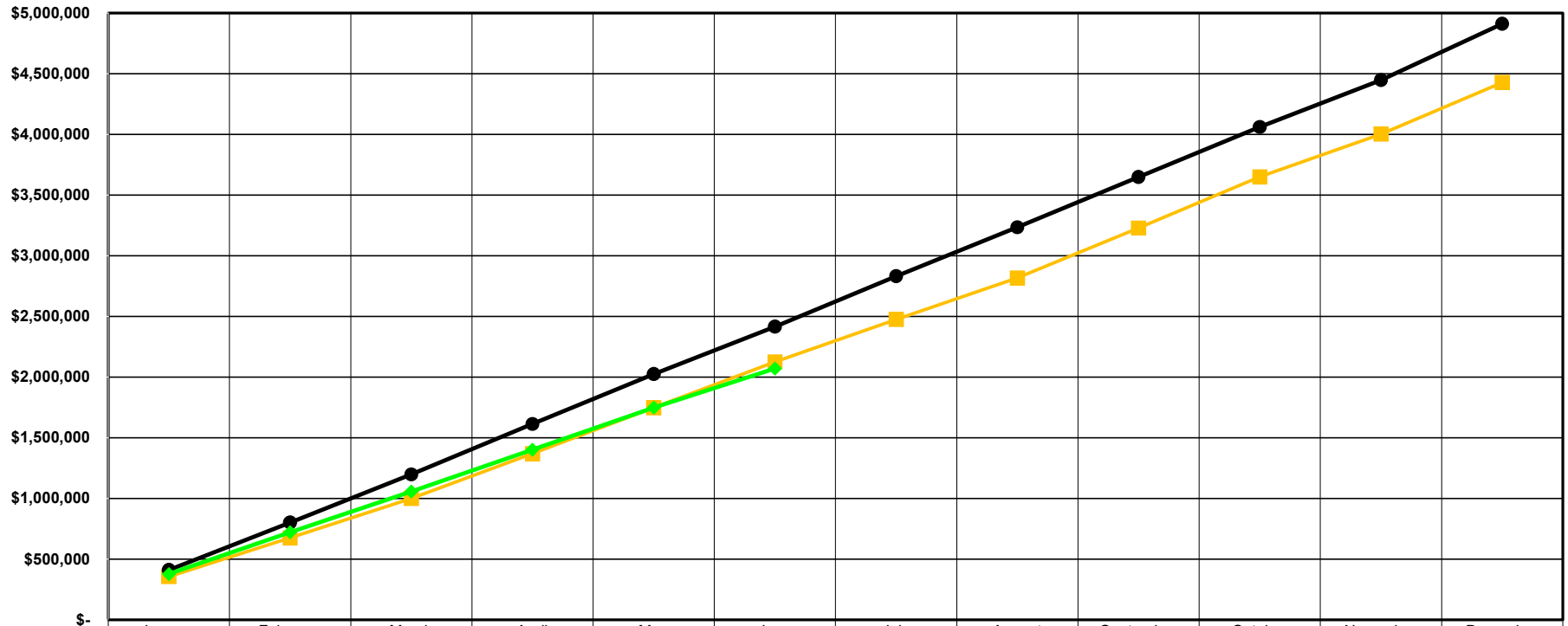
	January	February	March	April	May	June	July	August	September	October	November	December
2024	\$345,805	\$692,663	\$1,046,592	\$1,397,273	\$1,766,465	\$2,157,800	\$2,568,623	\$3,024,418	\$3,524,590	\$4,019,551	\$4,380,973	\$4,731,226
Budget	\$381,688	\$754,862	\$1,140,136	\$1,520,566	\$1,930,455	\$2,410,863	\$2,944,540	\$3,505,706	\$4,078,399	\$4,597,895	\$5,010,049	\$5,377,497
Actual	\$380,301	\$737,643	\$1,092,736	\$1,465,068	\$1,882,819	\$2,328,815						
Var to Budget	(\$1,387)	(\$17,219)	\$(47,400)	\$(55,498)	\$(47,636)	\$(82,048)	\$-	\$-	\$-	\$-	\$-	\$-

Water Other Revenues



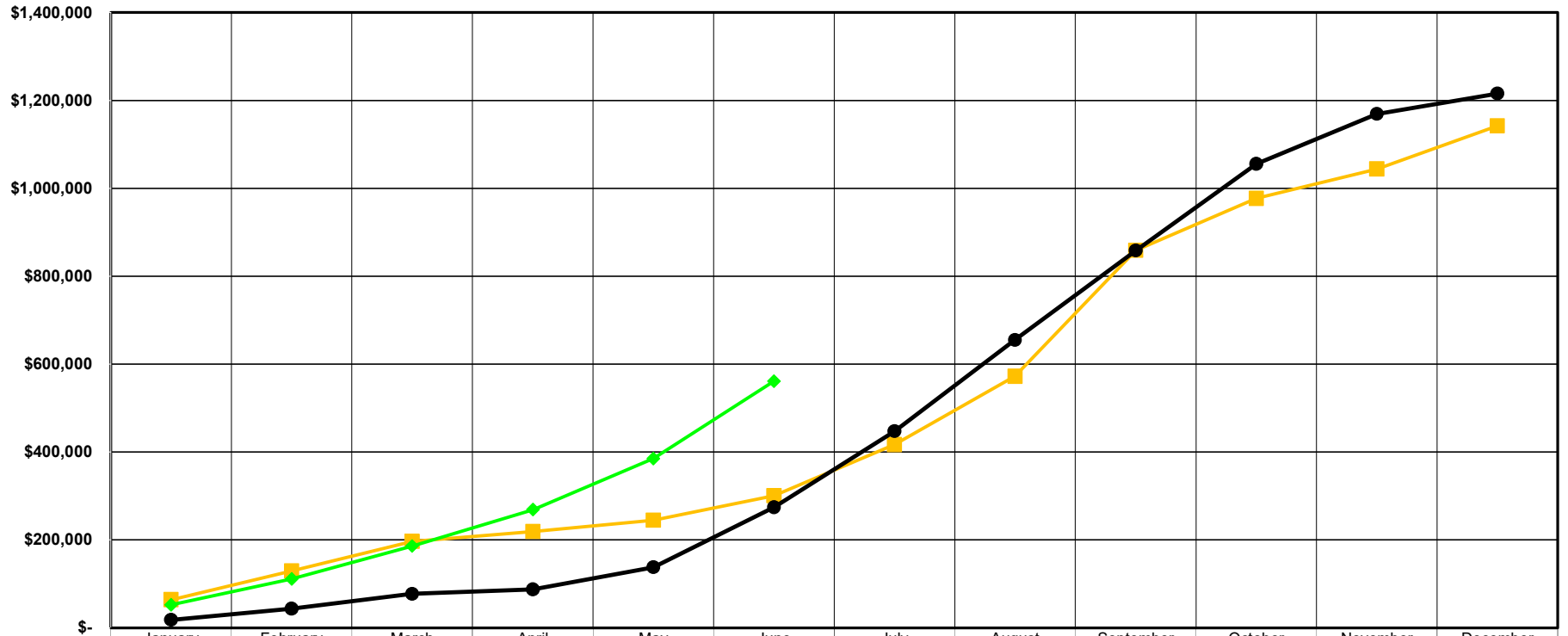
2024	January	February	March	April	May	June	July	August	September	October	November	December
Budget	\$75,778	\$112,169	\$150,085	\$191,755	\$227,027	\$269,458	\$324,046	\$364,801	\$562,891	\$607,981	\$665,306	\$837,876
Actual	\$48,964	\$91,362	\$136,279	\$180,262	\$232,671	\$279,368	\$334,563	\$382,889	\$428,652	\$518,564	\$607,196	\$748,960
Var to Budget	\$50,952	\$96,258	\$150,089	\$206,852	\$251,759	\$304,306						
	\$1,988	\$4,896	\$13,810	\$26,590	\$19,088	\$24,938	\$-	\$-	\$-	\$-	\$-	\$-

Water Fixed Costs



2024	January	February	March	April	May	June	July	August	September	October	November	December
	\$357,710	\$675,663	\$1,000,423	\$1,369,902	\$1,748,767	\$2,126,524	\$2,476,031	\$2,817,284	\$3,228,643	\$3,650,584	\$4,002,657	\$4,427,018
Budget	\$412,632	\$802,900	\$1,199,165	\$1,613,614	\$2,025,405	\$2,416,201	\$2,831,879	\$3,233,683	\$3,648,519	\$4,061,186	\$4,448,002	\$4,911,079
Actual	\$379,136	\$722,883	\$1,057,042	\$1,403,359	\$1,749,916	\$2,072,037						
Var to Budget	(\$33,496)	(\$80,017)	\$(142,123)	\$(210,255)	\$(275,489)	\$(344,164)	\$-	\$-	\$-	\$-	\$-	\$-

Water Net Income



2024	January	February	March	April	May	June	July	August	September	October	November	December
	\$63,873	\$129,170	\$196,254	\$219,126	\$244,724	\$300,734	\$416,638	\$571,935	\$858,838	\$976,948	\$1,043,622	\$1,142,084
Budget	January	February	March	April	May	June	July	August	September	October	November	December
	\$18,020	\$43,324	\$77,250	\$87,214	\$137,721	\$274,030	\$447,224	\$654,912	\$858,532	\$1,055,273	\$1,169,243	\$1,215,378
Actual	January	February	March	April	May	June	July	August	September	October	November	December
	\$52,117	\$111,018	\$185,783	\$268,561	\$384,662	\$561,084						
Var to Budget	January	February	March	April	May	June	July	August	September	October	November	December
	\$34,097	\$67,694	\$108,533	\$181,347	\$246,941	\$287,054	\$-	\$-	\$-	\$-	\$-	\$-

Gas Monthly Financial Scorecard

June 2025

	Actual	Plan	Vs. Plan	
Commodity Sold (CCF)	521,512	581,484	(59,972)	-10.3%
Commodity Revenue (000)	\$580	\$593	-\$13	-2.3%
Commodity Expense (000)	\$289	\$302	-\$13	-4.3%
Gross Margin (000)	\$291	\$291	(\$0)	-0.1%
Other Revenue (000)	\$60	\$60	\$0	-0.7%
Other Expense (000)	\$442	\$480	-\$38	-7.9%
Net Income (000)	-\$92	-\$129	\$37	28.8%

Key Drivers

Commodity Revenue:

\$19K - Residential sales above plan
 \$1K - Commercial sales above plan
 \$46K - Industrial sales below plan
 \$10K - PGA/Gas true-up revenue above plan

Note: Unbilled revenue

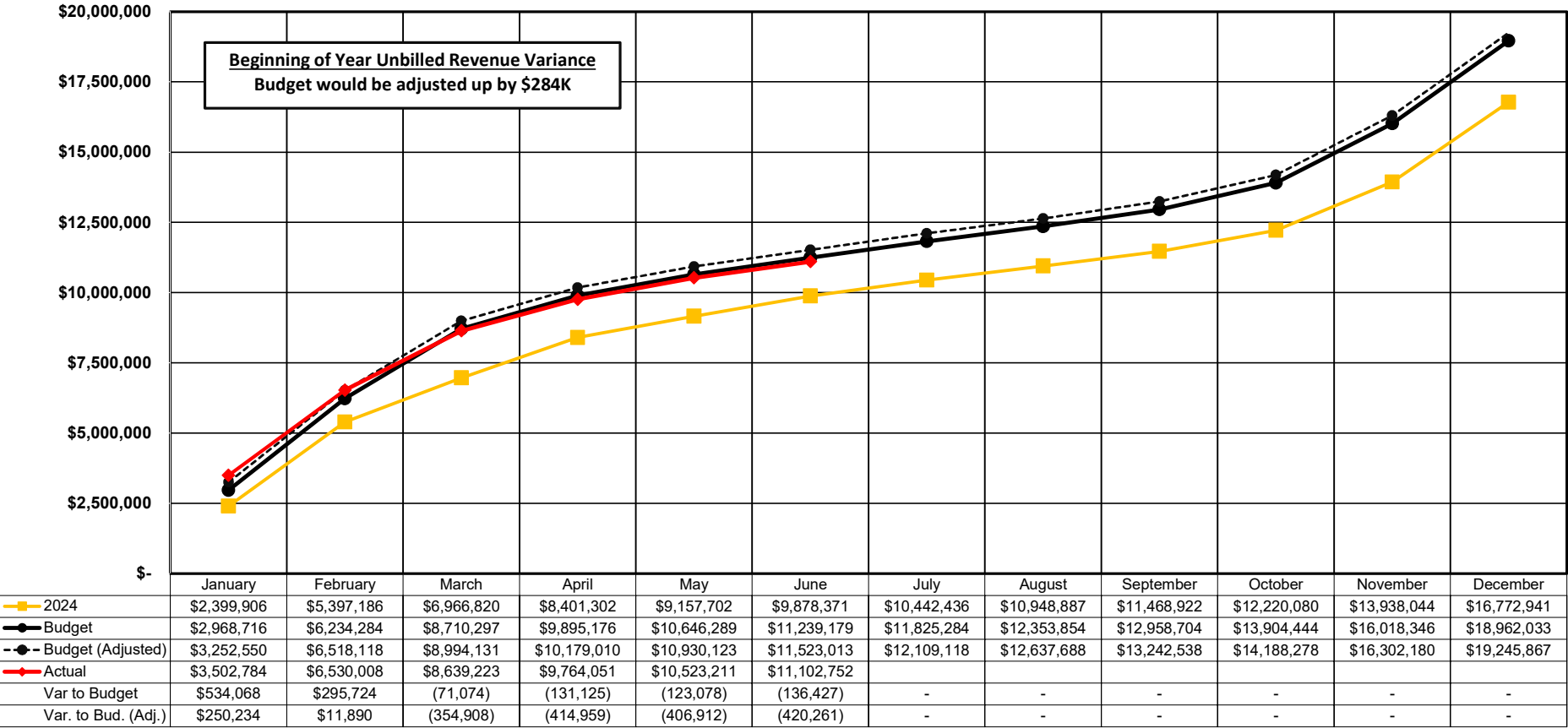
Accrual (U) (\$44K) below plan
 Reversal (U) \$24K above plan
Total (U) (\$19K) below plan

Other Revenue:

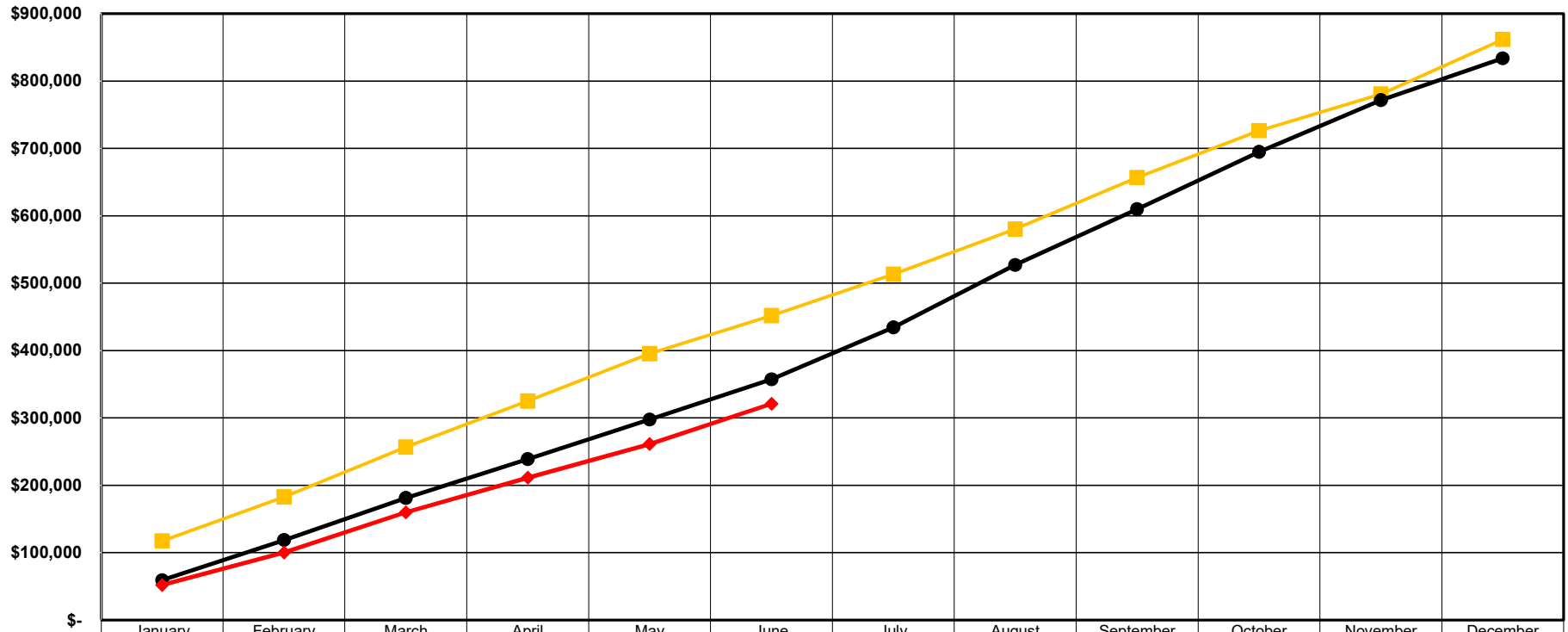
Other Expense:

\$16K - Distribution expenses below plan
 \$17K - Admin & General expenses below plan
 \$9K - Labor/Benefits above plan
 \$7K - Depreciation expense below plan

Gas Commodity Revenues

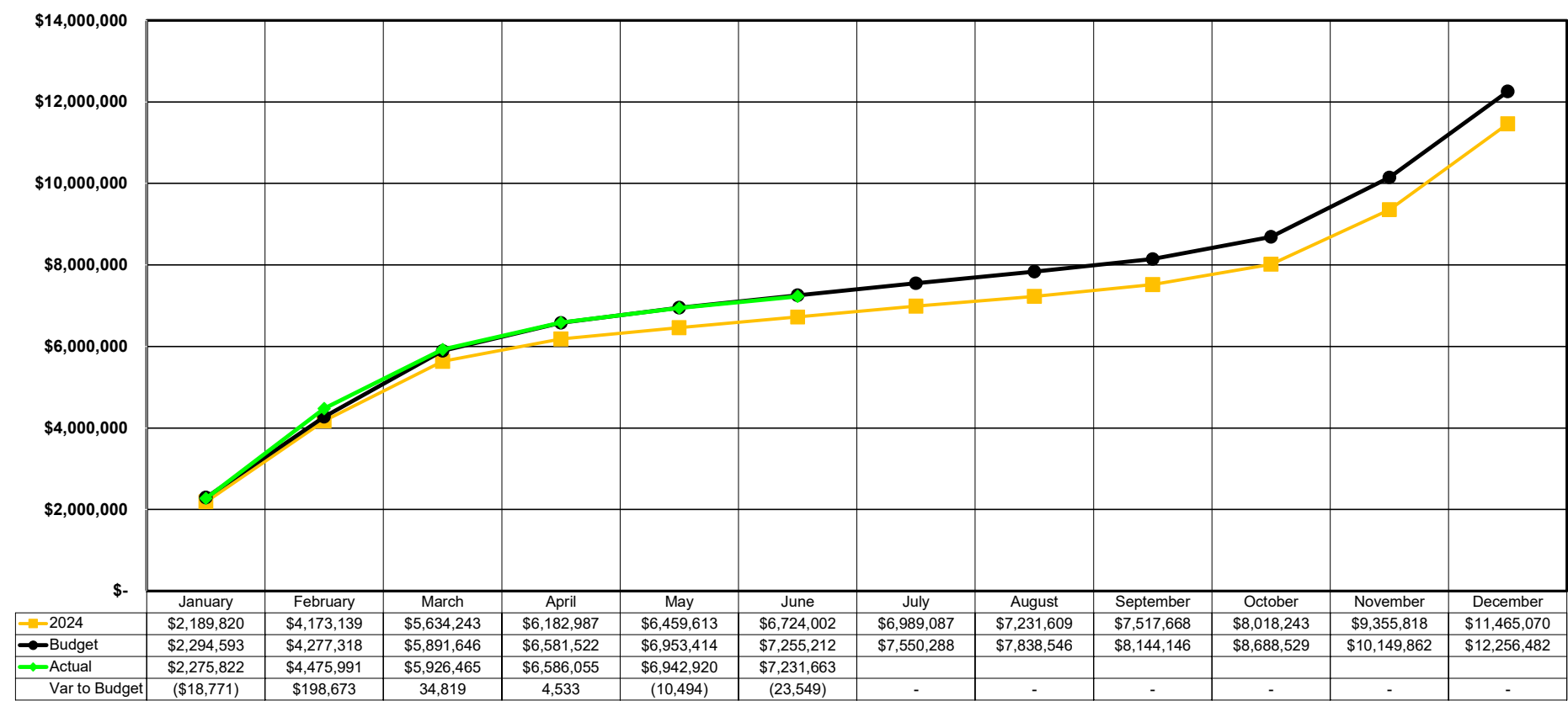


Gas Other Revenues

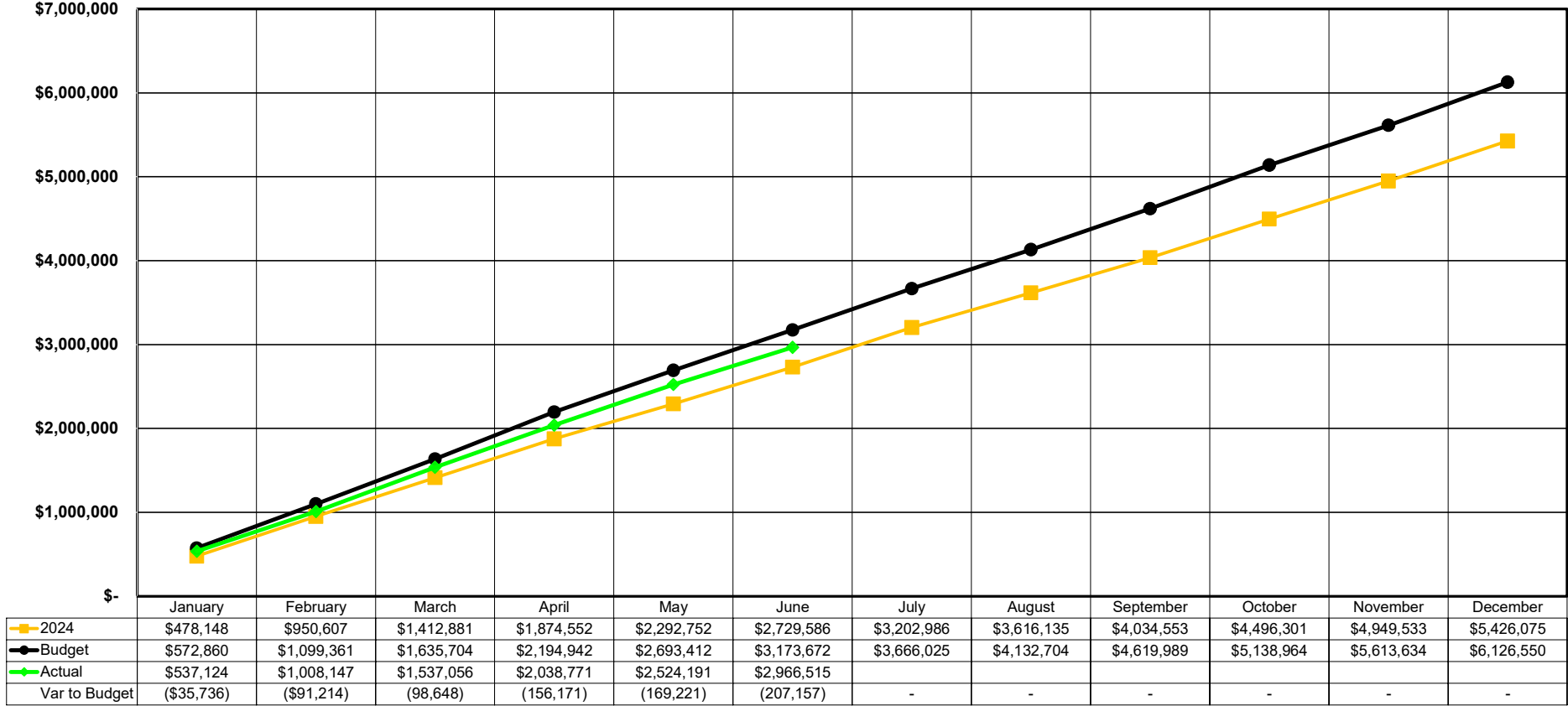


2024	January	February	March	April	May	June	July	August	September	October	November	December
Budget	\$117,442	\$182,802	\$256,651	\$325,048	\$395,388	\$451,663	\$512,953	\$580,180	\$656,705	\$726,133	\$780,503	\$861,577
Actual	\$59,319	\$118,746	\$181,279	\$238,876	\$297,444	\$357,404	\$434,472	\$526,974	\$609,955	\$694,749	\$771,536	\$833,830
Var to Budget	\$52,060	\$100,349	\$160,016	\$211,385	\$261,420	\$320,988						
	(\$7,259)	(\$18,397)	(21,263)	(27,491)	(36,024)	(36,416)	-	-	-	-	-	-

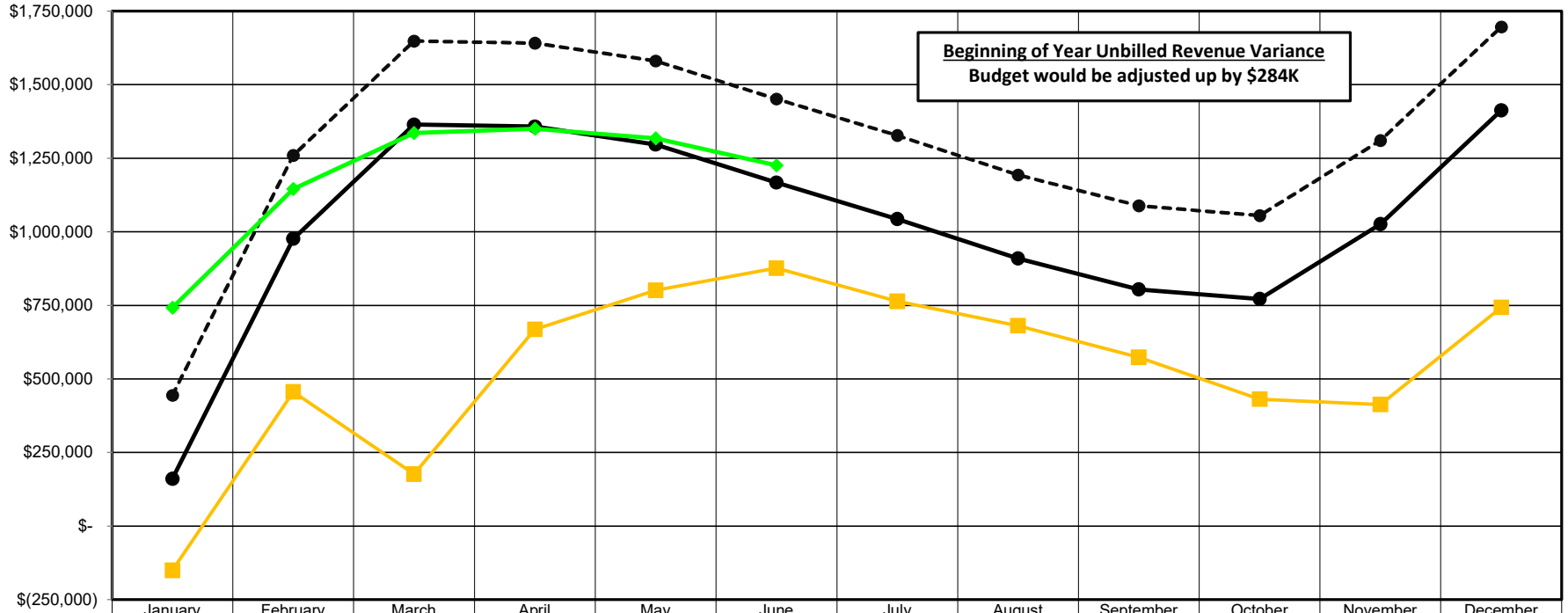
Gas Variable Costs (Purchased Gas)



Gas Fixed Costs



Gas Net Income



	January	February	March	April	May	June	July	August	September	October	November	December
2024	\$(150,620)	\$456,242	\$176,347	\$668,811	\$800,725	\$876,446	\$763,316	\$681,323	\$573,406	\$431,669	\$413,196	\$743,373
Budget	\$160,582	\$976,351	\$1,364,226	\$1,357,588	\$1,296,907	\$1,167,699	\$1,043,443	\$909,578	\$804,524	\$771,700	\$1,026,386	\$1,412,831
Budget (Adjusted)	\$444,416	\$1,260,185	\$1,648,060	\$1,641,422	\$1,580,741	\$1,451,533	\$1,327,277	\$1,193,412	\$1,088,358	\$1,055,534	\$1,310,220	\$1,696,665
Actual	\$741,898	\$1,146,219	\$1,335,718	\$1,350,610	\$1,317,520	\$1,225,562						
Var to Budget	\$581,316	\$169,868	(28,508)	(6,978)	20,613	57,863	-	-	-	-	-	-
Var. to Bud. (Adj.)	\$297,482	(\$113,966)	(312,342)	(290,812)	(263,221)	(225,971)	-	-	-	-	-	-



Balance Sheet

Consolidated

June 2025

Assets	Current Year	Prior Year	Prior Month	Change From Prior Month
Current Assets				
Cash on Hand	2,400.00	2,400.00	2,400.00	-
Cash in Bank	(630,015.35)	(653,061.00)	(455,103.73)	(174,911.62)
Bremer Money Market	14,178,955.95	12,175,501.91	13,935,032.98	243,922.97
Raymond James Money Market	57,958.63	9,654.25	54,109.50	3,849.13
UBS Money Market	7,747.46	0.31	7,747.16	0.30
Other Accounts	-	2,094.79	-	-
Total Cash	13,617,046.69	11,536,590.26	13,544,185.91	72,860.78
Investments				
Investments	15,924,798.72	17,140,065.72	15,932,548.72	(7,750.00)
PDO Reserve Fund	1,686,000.00	1,535,000.00	1,682,000.00	4,000.00
Expansion Reserve Fund	570,201.28	414,934.28	566,451.28	3,750.00
Land Held for Investment	660,266.23	660,266.23	660,266.23	-
Total Investments	18,841,266.23	19,750,266.23	18,841,266.23	-
Accounts Receivable				
Customers	4,907,132.20	4,393,248.64	4,884,105.02	23,027.18
City of Owatonna	604,156.81	570,227.26	594,927.76	9,229.05
Other Receivables	170,332.93	247,180.99	154,213.84	16,119.09
Miscellaneous Invoices	78,020.71	85,148.67	53,846.50	24,174.21
Lease Receivable	2,923,876.00	2,479,106.00	2,923,876.00	-
Interest Receivable	1,022,291.39	570,572.03	966,901.75	55,389.64
Allowance for Doubtful Accounts	(131,508.01)	(92,839.57)	(130,001.75)	(1,506.26)
Net Receivables	9,574,302.03	8,252,644.02	9,447,869.12	126,432.91
Other Assets				
Inventory				
Major Material	2,354,185.47	1,921,603.83	2,219,772.00	134,413.47
Minor Material	64,800.75	53,640.60	64,800.75	-
Revenue Earned Not Billed	1,370,792.69	1,394,072.00	1,279,499.04	91,293.65
Unbilled Commodity Cost Adjustment	-	-	-	-
Prepaid Expenses	844,363.27	597,530.59	929,715.03	(85,351.76)
Deferred Charges	195,075.92	42,488.85	152,486.92	42,589.00
Deferred Outflows - Pension/OPEB	614,652.00	1,233,003.00	614,652.00	-
Total Other Assets	5,443,870.10	5,242,338.87	5,260,925.74	182,944.36
Total Current Assets	47,476,485.05	44,781,839.38	47,094,247.00	382,238.05
Fixed Assets				
Construction Work in Progress	3,288,182.33	5,114,659.86	3,615,070.82	(326,888.49)
Utility Plant in Service	150,266,941.40	142,677,495.79	149,454,350.92	812,590.48
Accumulated Depreciation	(61,940,694.63)	(59,501,638.09)	(61,719,539.63)	(221,155.00)
Net Fixed Assets	91,614,429.10	88,290,517.56	91,349,882.11	264,546.99
Total Assets	139,090,914.15	133,072,356.94	138,444,129.11	646,785.04



Balance Sheet

Consolidated

June 2025

Liabilities and Equity	Current Year	Prior Year	Prior Month	Change From Prior Month
Current Liabilities				
Current Payables				
Accounts Payable	4,077,598.60	4,126,341.10	3,920,874.02	156,724.58
Payable to City of Owatonna	643,232.97	614,279.06	633,943.64	9,289.33
Customer Deposit Interest	2,539.58	2,912.65	2,287.96	251.62
Taxes Payable	204,485.39	198,576.24	204,062.28	423.11
Customer Deposits	145,370.00	148,010.00	147,730.00	(2,360.00)
Total Current Payables	5,073,226.54	5,090,119.05	4,908,897.90	164,328.64
Other Current Liabilities				
Accrued Payroll Expenses	196,672.06	160,893.56	163,778.12	32,893.94
Deferred Credits	266,361.05	269,333.06	241,085.52	25,275.53
Deferred Inflows - Pension/OPEB	2,024,515.00	1,545,341.00	2,024,515.00	-
Deferred Inflows - Leases	2,827,312.00	2,407,256.00	2,827,312.00	-
Insurance Reserve	2,166.02	2,022.89	1,134.65	1,031.37
Paid Days Off Bank	1,684,832.60	1,533,184.47	1,680,728.72	4,103.88
Comp Time Bank	14,966.86	2,976.88	10,683.03	4,283.83
Total Other Current Liabilities	7,016,825.59	5,921,007.86	6,949,237.04	67,588.55
Total Current Liabilities	12,090,052.13	11,011,126.91	11,858,134.94	231,917.19
Long Term Liabilities				
OPEB Payable	152,110.00	152,962.00	152,110.00	-
Net Pension Liability	2,843,363.00	4,356,081.00	2,843,363.00	-
Total Long Term Liabilities	2,995,473.00	4,509,043.00	2,995,473.00	-
Equity				
Net Income	2,956,556.08	2,705,571.72	2,541,688.23	414,867.85
Retained Earnings	121,048,832.94	114,846,615.31	121,048,832.94	-
Total Equity	124,005,389.02	117,552,187.03	123,590,521.17	414,867.85
Total Liabilities and Equity	139,090,914.15	133,072,356.94	138,444,129.11	646,785.04



Income Statement

Electric Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Commodity Revenue							
Residential	1,232,662	1,123,836	6,229,016	5,923,309	6,084,777	144,239	2.37%
Commercial	627,300	615,778	3,550,582	3,469,586	3,443,070	107,512	3.12%
Industrial & Large Commercial	1,782,361	2,043,196	10,870,065	11,715,132	12,111,819	(1,241,754)	-10.25%
City - Street and Park Lighting	31,762	31,762	190,571	190,571	190,572	(1)	0.00%
City - Public Buildings	86,989	75,311	491,526	409,596	389,510	102,016	26.19%
OPU - Interutility	28,920	26,800	170,168	164,575	171,562	(1,394)	-0.81%
Energy Acquisition Adjustment	187,086	385,731	362,826	666,416	(5,628)	368,454	-6546.79%
Electric True-up Charge	-	-	-	-	-	-	0.00%
Total Commodity Revenue	3,977,080	4,302,413	21,864,755	22,539,185	22,385,682	(520,927)	-2.33%
Other Operating Revenue							
Forfeited Discounts	13,120	5,718	68,193	64,430	62,700	5,493	8.76%
Reading and Connect Charges	7,685	6,255	34,910	35,465	34,065	845	2.48%
Property Rentals	429	355	68,738	66,762	66,518	2,220	3.34%
EV Charger Revenue	43	219	477	713	762	(285)	-37.46%
SMPMA Sub and Gen O&M Revenue	25,981	19,702	134,428	118,628	173,427	(38,999)	-22.49%
Total Other Operating Revenue	47,259	32,250	306,745	285,997	337,472	(30,727)	-9.10%
Non-Operating Revenue							
Interest Income	43,571	40,619	254,874	230,007	203,355	51,519	25.33%
Fair Market Value Gain on Investments	-	-	27,862	70,728	22,700	5,162	22.74%
Miscellaneous Sales & Credits	61,855	827	73,166	61,961	10,450	62,716	600.16%
Grant Revenue	-	-	-	-	-	-	0.00%
Supplier Credits and Distributions	16,344	17,466	169,020	225,580	230,911	(61,891)	-26.80%
Supplier Credits - Rebates	4,505	20,471	105,612	64,815	199,500	(93,888)	-47.06%
Sewer & Stormwater Admin Fees	4,936	4,624	29,616	27,744	29,616	-	0.00%
Energy Conservation Revenue	-	-	-	-	-	-	0.00%
Merchandising Revenue	(59)	(59)	(355)	155	696	(1,051)	-150.97%
Renewable Energy Credit Revenue	-	-	-	-	-	-	0.00%
Total Non-Operating Revenue	131,152	83,948	659,796	680,989	697,228	(37,432)	-5.37%
Total Revenue	4,155,491	4,418,611	22,831,297	23,506,172	23,420,382	(589,085)	-2.52%



Income Statement

Electric Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Commodity Expenses							
Purchased Power	2,953,483	2,962,751	16,217,450	17,049,281	16,968,505	(751,055)	-4.43%
Subtotal Commodity Expenses	2,953,483	2,962,751	16,217,450	17,049,281	16,968,505	(751,055)	-4.43%
Operating Expenses							
Production	28,078	25,069	163,797	195,725	243,069	(79,272)	-32.61%
Transmission	7,266	3,170	43,865	21,082	91,209	(47,344)	-51.91%
Distribution	267,933	207,154	1,782,974	1,496,835	1,740,058	42,916	2.47%
Customer Acct & Collections	68,314	64,320	461,745	426,037	476,623	(14,878)	-3.12%
Administrative and General	169,724	175,277	1,004,358	940,436	1,135,134	(130,776)	-11.52%
Stockroom	4,992	4,638	30,302	28,067	34,878	(4,576)	-13.12%
Other Operating Expenses	2,997	3,866	20,936	20,600	28,387	(7,451)	-26.25%
Subtotal Operating Expenses	549,304	483,495	3,507,977	3,128,782	3,749,358	(241,381)	-6.44%
Capitalized Expenses	-	-	-	-	-	-	0.00%
Total Operating Expenses	3,502,787	3,446,245	19,725,427	20,178,063	20,717,863	(992,436)	-4.79%
Income (Loss) Before Other Expense	652,704	972,366	3,105,870	3,328,109	2,702,519	403,351	14.92%
Other Expense							
Contributions in Aid to Construction	(10,354)	(10,354)	(62,124)	(62,124)	(62,124)	-	0.00%
Depreciation	219,262	211,046	1,312,145	1,260,106	1,404,096	(91,951)	-6.55%
Gain (Loss) on Asset	(9,405)	(10,605)	(11,227)	(13,021)	-	(11,227)	0.00%
Contributed Services	122,797	116,151	697,166	614,756	622,742	74,424	11.95%
Total Other Expense	322,300	306,238	1,935,960	1,799,717	1,964,714	(28,754)	-1.46%
Total Expenses	3,825,087	3,752,483	21,661,387	21,977,780	22,682,577	(1,021,190)	-4.50%
Net Income (Loss)	330,404	666,128	1,169,910	1,528,392	737,805	432,105	58.57%



Income Statement

Water Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Commodity Revenue							
Residential	286,538	246,411	1,570,910	1,391,087	1,556,007	14,903	0.96%
Commercial	68,243	56,963	357,429	319,089	351,539	5,890	1.68%
Industrial & Large Commercial	75,524	67,772	328,685	349,364	390,722	(62,037)	-15.88%
City - Public Buildings	13,857	18,696	64,113	92,946	105,813	(41,700)	-39.41%
OPU - Interutility	1,833	1,493	7,678	5,313	6,782	896	13.21%
Total Commodity Revenue	445,996	391,335	2,328,815	2,157,800	2,410,863	(82,048)	-3.40%
Other Operating Revenue							
Forfeited Discounts	2,096	1,746	11,763	11,341	10,400	1,363	13.11%
Reading and Connect Charges	110	55	305	335	447	(142)	-31.77%
Water Access Charges	3,750	-	18,375	938	18,424	(49)	-0.27%
Property Rentals	22,411	17,846	116,513	106,082	116,560	(47)	-0.04%
Total Other Operating Revenue	28,368	19,647	146,956	118,695	145,831	1,125	0.77%
Non-Operating Revenue							
Interest Income	21,320	20,119	129,347	93,801	108,309	21,038	19.42%
Fair Market Value Gain on Investments	-	-	7,302	32,802	6,500	802	12.33%
Miscellaneous Sales & Credits	447	404	6,223	2,094	4,250	1,973	46.43%
Grant Revenue	-	-	-	8,500	-	-	0.00%
Sewer & Stormwater Admin Fees	2,413	2,261	14,478	13,566	14,478	-	0.00%
Water Service Line Protection Revenue	-	-	-	-	-	-	0.00%
Total Non-Operating Revenue	24,180	22,785	157,350	150,763	133,537	23,813	17.83%
Total Revenue	498,543	433,767	2,633,121	2,427,258	2,690,231	(57,110)	-2.12%



Income Statement

Water Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Operating Expenses							
Production	63,303	74,402	400,460	375,251	443,167	(42,707)	-9.64%
Distribution	70,262	99,997	534,528	543,490	638,114	(103,586)	-16.23%
Customer Acct & Collections	29,976	29,040	178,025	186,798	211,625	(33,600)	-15.88%
Administrative and General	83,412	92,995	513,576	555,094	598,635	(85,059)	-14.21%
Stockroom	2,430	3,079	15,315	13,713	17,055	(1,740)	-10.20%
Water Service Line Protection Expenses	-	-	-	-	-	-	0.00%
Other Operating Expenses	4,254	4,319	27,303	30,329	45,871	(18,568)	-40.48%
Subtotal Operating Expenses	253,636	303,832	1,669,208	1,704,675	1,954,467	(285,259)	-14.60%
Capitalized Expenses	-	-	-	-	-	-	0.00%
Total Operating Expenses	253,636	303,832	1,669,208	1,704,675	1,954,467	(285,259)	-14.60%
Income (Loss) Before Other Expense	244,907	129,934	963,913	722,583	735,764	228,149	31.01%
Other Expense							
Contributions in Aid to Construction	(6,025)	(6,025)	(36,150)	(36,150)	(36,150)	-	0.00%
Depreciation	62,475	60,620	369,100	362,035	392,322	(23,222)	-5.92%
Gain (Loss) on Asset	(2,294)	-	3,284	-	-	3,284	0.00%
Contributed Services	14,329	19,330	66,595	95,964	105,562	(38,967)	-36.91%
Total Other Expense	68,485	73,925	402,829	421,849	461,734	(58,905)	-12.76%
Total Expenses	322,121	377,757	2,072,037	2,126,524	2,416,201	(344,164)	-14.24%
Net Income (Loss)	176,422	56,009	561,084	300,734	274,030	287,054	104.75%



Income Statement

Gas Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Commodity Revenue							
Residential	291,450	289,115	5,232,438	4,840,716	5,117,243	115,195	2.25%
Commercial	98,851	105,361	2,202,455	2,041,628	2,342,755	(140,300)	-5.99%
Industrial & Large Commercial	226,479	277,733	3,305,433	3,273,853	3,603,955	(298,522)	-8.28%
City - Public Buildings	12,042	11,301	223,000	200,263	204,672	18,328	8.95%
OPU - Interutility	508	474	29,198	26,414	31,758	(2,560)	-8.06%
Purchased Gas Adjustment (PGA)	(68,083)	(146,302)	33,128	(1,694,410)	(61,204)	94,332	-154.13%
Gas True-up Charge (GTC)	18,293	182,985	77,101	1,189,907	-	77,101	0.00%
Total Commodity Revenue	579,541	720,669	11,102,752	9,878,371	11,239,179	(136,427)	-1.21%
Other Operating Revenue							
Forfeited Discounts	5,062	3,044	54,456	47,633	55,200	(744)	-1.35%
Reading and Connect Charges	125	75	490	430	324	166	51.23%
Property Rentals	-	-	-	-	-	-	0.00%
Gas Transportation Tariff	18,223	8,879	45,458	69,070	83,585	(38,127)	-45.61%
Total Other Operating Revenue	23,410	11,998	100,404	117,133	139,109	(38,705)	-27.82%
Non-Operating Revenue							
Interest Income	31,868	36,132	191,443	250,549	192,584	(1,141)	-0.59%
Fair Market Value Gain on Investments	-	-	(1,619)	56,390	(1,000)	(619)	61.93%
Miscellaneous Sales & Credits	670	4,753	9,040	6,979	4,805	4,235	88.14%
Grant Revenue	-	-	-	-	-	-	0.00%
Sewer & Stormwater Admin Fees	3,620	3,391	21,720	20,346	21,720	-	0.00%
Energy Conservation Revenue	-	-	-	-	-	-	0.00%
Merchandising Revenue	-	-	-	266	186	(186)	-100.00%
Total Non-Operating Revenue	36,158	44,277	220,584	334,530	218,295	2,289	1.05%
Total Revenue	639,109	776,943	11,423,740	10,330,034	11,596,583	(172,843)	-1.49%



Income Statement

Gas Utility
June 2025

	This Month	Prior Year	Current YTD	Prior YTD	Budget YTD	YTD Budget Difference \$	YTD Budget Difference %
Commodity Expenses							
Purchased Gas	288,743	264,389	7,231,663	6,724,002	7,255,212	(23,549)	-0.32%
Subtotal Commodity Expenses	288,743	264,389	7,231,663	6,724,002	7,255,212	(23,549)	-0.32%
Operating Expenses							
Production	5,275	5,904	40,087	30,893	40,289	(202)	-0.50%
Distribution	150,923	141,296	974,564	831,520	993,191	(18,627)	-1.88%
Customer Acct & Collections	47,336	46,305	288,578	298,710	333,982	(45,404)	-13.59%
Administrative and General	151,337	158,325	1,011,047	935,819	1,067,485	(56,438)	-5.29%
Stockroom	3,643	4,636	22,981	20,587	25,577	(2,596)	-10.15%
Other Operating Expenses	5,842	4,314	34,590	36,000	55,118	(20,528)	-37.24%
Subtotal Operating Expenses	364,356	360,780	2,371,848	2,153,530	2,515,642	(143,794)	-5.72%
Capitalized Expenses	-	-	-	-	-	-	0.00%
Total Operating Expenses	653,099	625,169	9,603,511	8,877,532	9,770,854	(167,343)	-1.71%
Income (Loss) Before Other Expense	(13,990)	151,774	1,820,229	1,452,502	1,825,729	(5,500)	-0.30%
Other Expense							
Contributions in Aid to Construction	(3,911)	(3,911)	(23,466)	(23,466)	(23,466)	-	0.00%
Depreciation	73,741	68,119	433,643	406,236	482,412	(48,769)	-10.11%
Gain (Loss) on Asset	(3,440)	-	(45,860)	-	-	(45,860)	0.00%
Contributed Services	11,578	11,846	230,349	193,285	199,084	31,265	15.70%
Total Other Expense	77,968	76,054	594,667	576,056	658,030	(63,363)	-9.63%
Total Expenses	731,067	701,223	10,198,178	9,453,588	10,428,884	(230,706)	-2.21%
Net Income (Loss)	(91,958)	75,721	1,225,562	876,446	1,167,699	57,863	4.96%

**Owatonna Public Utilities
Uncollectible Accounts Activity
June 2025**

Write-offs:

Bankruptcies
Uncollectibles
Small balances
Total Write-offs

2025			
June		Year-to-date	
# of accts	\$	# of accts	\$
		1	1692.2
22	\$ 5,612.68	105	43400.25
1	\$ (1.23)	12	21.74
23	\$ 5,611.45	118	\$ 45,114.19
5	\$ 698.46	90	\$ 29,308.68
5	\$ 698.46	90	\$ 29,308.68

Collections:

Collections
Total Collections

2024			
June		Year-to-date	
# of accts	\$	# of accts	\$
1	\$ 238.99	1	\$ 238.99
27	\$ 14,770.07	120	\$ 79,706.81
3	\$ 5.21	6	\$ 11.71
31	\$ 15,014.27	127	\$ 79,957.51
7	\$ 3,457.98	91	\$ 31,542.48
7	\$ 3,457.98	91	\$ 31,542.48

**Owatonna Public Utilities
Investment Report, Electric
6/30/2025**

	Financial Institution	Month Invested	Maturity Month	Term (Mos)	Current Interest Rate	Balance June 2024	Balance May 2025	Balance June 2025	
Operating Funds:									
Acct# 110378948	Bremer Bank				0.00%	(361,160.01)	(1,635,520.93)	(258,766.58)	
Cash on Hand	None				0.00%	960.00	960.00	960.00	
Total Operating Funds						(360,200.01)	(1,634,560.93)	(257,806.58)	
Money Market & Savings:									
Acct# 26032391	Raymond James				0.15%	520.46	1,549.48	1,549.67	
Acct# 672631288	Bremer Bank				3.02%	5,321,811.13	6,709,168.57	5,215,701.45	
Acct# RP-57586-CE	UBS Financial Services				0.00%	0.31	7,747.16	7,747.46	
Total MM & Savings						5,322,331.90	6,718,465.21	5,224,998.58	Change PM
Subtotal Cash, Electric						4,962,131.89	5,083,904.28	4,967,192.00	(116,712.28)
Certificates of Deposit:									
CD #1603877	Community Bank Owatonna	Dec-22	Dec-25	36	4.25%		1,000,000.00	1,000,000.00	
CD #2000051130	Home Federal Savings	Mar-23	Mar-26	36	4.06%		1,000,000.00	1,000,000.00	
CD #14042TFD4	Capital One Bank USA	Apr-22	Apr-26	48	2.60%		245,000.00	245,000.00	
CD #1603876	Community Bank Owatonna	Dec-22	Dec-26	48	4.25%		1,500,000.00	1,500,000.00	
CD #68676797	Bremer Bank	Feb-24	Feb-27	36	4.00%		600,000.00	600,000.00	
CD #07371CG37	Beal Bank NV	Feb-22	Feb-27	60	1.85%		245,000.00	245,000.00	
CD #07371AYL1	Beal Bank Plano TX	Feb-22	Feb-27	60	1.85%		245,000.00	245,000.00	
CD #1604001	Community Bank Owatonna	Mar-23	Mar-28	60	4.25%		900,000.00	900,000.00	
CD #1604635	Community Bank Owatonna	Nov-24	Nov-28	48	3.80%		750,000.00	750,000.00	
CD #2000058550	Home Federal Savings	Feb-24	Feb-29	60	3.95%		900,000.00	900,000.00	
CD #3012915	Profinium	Nov-24	Nov-29	60	4.00%		500,000.00	500,000.00	
Total Certificates of Deposit						7,131,000.00	7,885,000.00	7,885,000.00	Change PM
Total Funds, Electric						12,093,131.89	12,968,904.28	12,852,192.00	(116,712.28)
Restricted Funds:									
Unspent Capital from Work Orders Approved in Prior Years							1,137,799.53	922,657.22	
PDO Reserve						784,000.00	841,000.00	843,000.00	
Consumer Deposits						53,050.00	52,630.00	51,890.00	
PIES revolving loan fund						250,000.00	250,000.00	250,000.00	
Total Restricted Funds						1,087,050.00	2,281,429.53	2,067,547.22	Change PM
Net Unrestricted Funds, Electric						11,006,081.89	10,687,474.75	10,784,644.78	97,170.03
Required Reserves:									
Operating Reserve Minimum Requirement						4,114,060.00	4,729,439.00	4,729,439.00	
Capital Reserve Minimum Requirement						4,742,166.00	5,390,077.00	5,390,077.00	
Total Reserve Minimum Requirement						8,856,226.00	10,119,516.00	10,119,516.00	
Excess Unrestricted Reserves, Electric						2,149,855.89	567,958.75	665,128.78	% of Target 106.6%

Plans For Future Capital Reserves or Excess Reserves

Security Systems for Facilities - approx. \$0.5 million (2023-2029)
New Service Territory - approx. \$0.8 million (2022-2027)
East Owatonna Substation Expansion approx. \$3.1 million (2025-2029)

**Owatonna Public Utilities
Investment Report, Water
6/30/2025**

	Financial Institution	Month Invested	Maturity Month	Term (Mos)	Current Interest Rate	Balance June 2024	Balance May 2025	Balance June 2025	
Operating Funds:									
Acct# 110378948	Bremer Bank				0.00%	(148,140.35)	564,332.06	(196,205.49)	
Cash on Hand	None				0.00%	480.00	480.00	480.00	
Total Operating Funds						(147,660.35)	564,812.06	(195,725.49)	
Money Market & Savings:									
Acct# 26032391	Raymond James				0.15%	1,749.03	12,791.58	12,793.14	
Acct# 672631288	Bremer				3.02%	2,687,082.81	3,553,692.67	4,257,521.81	
Total MM & Savings						2,688,831.84	3,566,484.25	4,270,314.95	Change PM
Subtotal Cash, Water						2,541,171.49	4,131,296.31	4,074,589.46	(56,706.85)
Certificates of Deposit:									
CD #02589AE40	American Express	Oct-22	Oct-25	36	4.35%		244,000.00	244,000.00	
CD #2000037641	Home Federal Svg Bank	Dec-22	Dec-25	36	3.29%		225,000.00	225,000.00	
CD #3002610	Profinium	Mar-23	Mar-26	36	4.00%		400,000.00	400,000.00	
CD #160203194	Bremer Bank	Nov-24	Nov-26	24	4.15%		500,000.00	500,000.00	
CD #1603878	Community Bank Owatonna	Dec-22	Dec-26	48	4.25%		500,000.00	500,000.00	
CD #838734581	Bremer Bank	Feb-24	Feb-27	36	4.00%		750,000.00	750,000.00	
CD #61773TDG5	Morgan Stanley Bank NA	Apr-22	Apr-27	60	2.75%		246,000.00	246,000.00	
CD #1604002	Community Bank Owatonna	Mar-23	Mar-28	60	4.25%		500,000.00	500,000.00	
CD #2000058557	Home Federal Savings	Feb-24	Feb-29	60	3.95%		250,000.00	250,000.00	
Total Certificates of Deposit						4,109,000.00	3,615,000.00	3,615,000.00	Change PM
Total Funds, Water						6,650,171.49	7,746,296.31	7,689,589.46	(56,706.85)
Restricted Funds:									
Unspent Capital from Work Orders Approved in Prior Years							1,052,225.41	1,051,877.43	
PDO Reserve						337,000.00	379,000.00	380,000.00	
Consumer Deposits						7,160.00	7,000.00	6,880.00	
Water Service Line Protection Program Balance						212,090.98	240,945.70	243,441.56	
Water Expansion (excess/shortage compared to reserve requirement total)						414,934.28	566,451.28	570,201.28	
Total Restricted Funds						971,185.26	2,245,622.39	2,252,400.27	Change PM
Net Unrestricted Funds, Water						5,678,986.23	5,500,673.92	5,437,189.19	(63,484.73)
Required Reserves:									
Operating Reserve Minimum Requirement						878,022.00	850,793.00	850,793.00	
Capital Reserve Minimum Requirement						2,871,669.00	3,052,551.00	3,052,551.00	
Water Expansion Reserve						-	-	-	
Total Reserve Minimum Requirement						3,749,691.00	3,903,344.00	3,903,344.00	
Excess Unrestricted Reserves, Water						1,929,295.23	1,597,329.92	1,533,845.19	139.3%

Plans For Future Capital Reserves or Excess Reserves

Water Tower Reconditioning - approx. \$4.2 million (2025-2029)
New Well - approx. \$3.9 million (2026-2027)

**Owatonna Public Utilities
Investment Report, Gas
6/30/2025**

Financial Institution	Month Invested	Maturity Month	Term (Mos)	Current Interest Rate	Balance June 2024	Balance May 2025	Balance June 2025	
Operating Funds:								
Acct# 110378948	Bremer Bank			0.00%	(189,002.64)	577,069.26	(214,119.44)	
Cash on Hand	None			0.00%	960.00	960.00	960.00	
Total Operating Funds					(188,042.64)	578,029.26	(213,159.44)	
Money Market & Savings:								
Acct# 1AB21566	Wells Fargo			0.00%	2,084.79	-	-	
Acct# 26032391	Raymond James			0.15%	7,384.76	39,768.44	43,615.82	
Acct# 97174	HomeTown Credit Union			0.00%	10.00	-	-	
Acct# 672631288	Bremer Bank			3.02%	4,166,607.97	3,672,171.74	4,705,732.69	
Total MM & Savings					4,176,087.52	3,711,940.18	4,749,348.51	Change PM
Subtotal Cash, Gas					3,988,044.88	4,289,969.44	4,536,189.07	246,219.63
Certificates of Deposit:								
CD #412022DA0	Hardin County Savings	Feb-22	Aug-25	42	1.30%	245,000.00	245,000.00	
CD #91823MBD6	VCC Bank	Oct-22	Oct-25	36	4.10%	248,000.00	248,000.00	
CD #949764JD7	Wells Fargo	Nov-23	Nov-25	24	5.35%	248,000.00	248,000.00	
CD #15118RTF4	Celtic Bank Corp	Dec-19	Dec-25	72	1.90%	249,000.00	249,000.00	
CD #3002620	Profinium	Mar-23	Mar-26	36	4.00%	600,000.00	600,000.00	
CD #254673V45	Discover Bank	Oct-22	Oct-26	48	4.45%	243,000.00	243,000.00	
CD #01882MAJ1	Alliant Credit Union	Nov-23	Nov-26	36	5.60%	248,000.00	248,000.00	
CD #1603879	Community Bank Owatonna	Dec-22	Dec-26	48	4.25%	1,250,000.00	1,250,000.00	
CD #167527928	Bremer Bank	Feb-24	Feb-27	36	4.00%	650,000.00	650,000.00	
CD #3012930	Profinium	Nov-24	Nov-27	36	4.30%	500,000.00	500,000.00	
CD #1604003	Community Bank Owatonna	Mar-23	Mar-28	60	4.25%	600,000.00	600,000.00	
CD #930260981	Bremer Bank	Nov-24	Jan-28	48	3.80%	750,000.00	750,000.00	
CD #2000058564	Home Federal Savings	Feb-24	Feb-29	60	3.95%	850,000.00	850,000.00	
Total Certificates of Deposit					7,850,000.00	6,681,000.00	6,681,000.00	
Other:								
Land Holdings					660,266.23	660,266.23	660,266.23	
Total Other					660,266.23	660,266.23	660,266.23	Change PM
Total Funds, Gas					12,498,311.11	11,631,235.67	11,877,455.30	246,219.63
Restricted Funds:								
Unspent Capital from Work Orders Approved in Prior Years						570,399.86	568,449.86	
PDO Reserve					414,000.00	462,000.00	463,000.00	
Consumer Deposits					87,800.00	88,100.00	86,600.00	
Land Holdings					660,266.23	660,266.23	660,266.23	
Total Restricted / Non-Liquid Funds					1,162,066.23	1,780,766.09	1,778,316.09	Change PM
Net Unrestricted Funds, Gas					11,336,244.88	9,850,469.58	10,099,139.21	248,669.63
Required Reserves:								
Operating Reserve Minimum Requirement					2,493,311.00	3,194,424.00	3,194,424.00	
Capital Reserve Minimum Requirement					2,219,523.00	2,299,715.00	2,299,715.00	
Total Reserve Minimum Requirement					4,712,834.00	5,494,139.00	5,494,139.00	% of Target
Excess Unrestricted Reserves, Gas					6,623,410.88	4,356,330.58	4,605,000.21	183.8%

Plans For Future Capital Reserves or Excess Reserves

Gas Connection Between Border Stations - approx. \$2.0 million (2026)

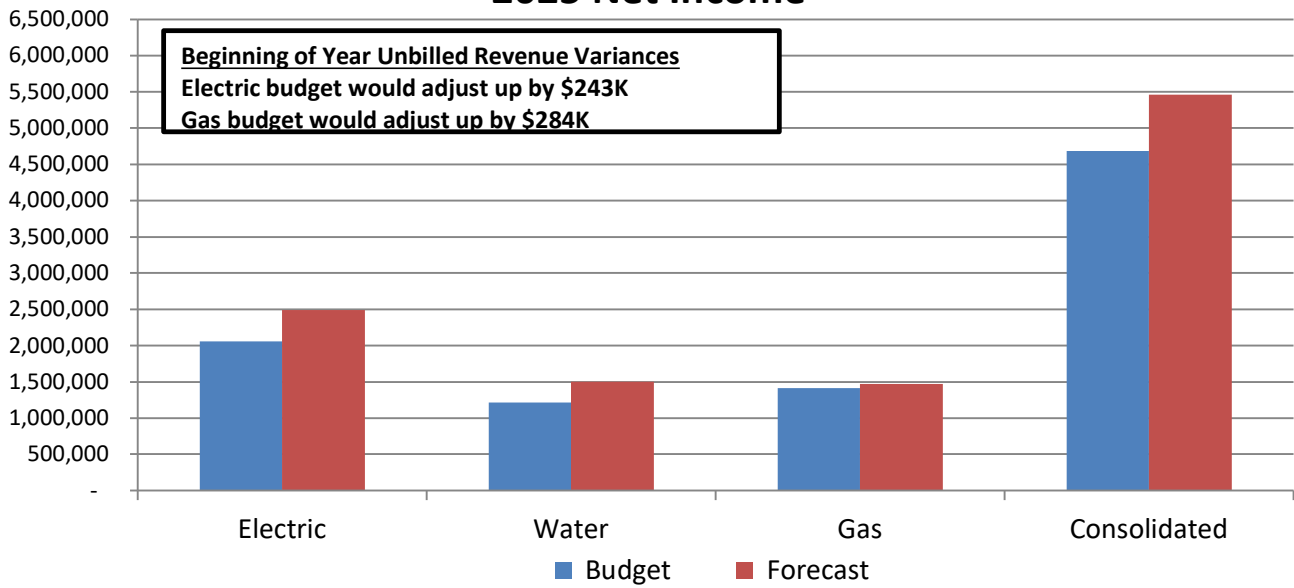
Owatonna Public Utilities
Investment Report, Consolidated
6/30/2025

Financial Institution		Month Invested	Maturity Month	Term (Mos)	Current Interest Rate	Balance June 2024	Balance May 2025	Balance June 2025	
Operating Funds:									
Acct# 110378948	Bremer Bank				0.00%	(698,303.00)	(494,119.61)	(669,091.51)	
Cash on Hand	None				0.00%	2,400.00	2,400.00	2,400.00	
Total Operating Funds						(695,903.00)	(491,719.61)	(666,691.51)	
Money Market & Savings:									
Acct# 1AB21566	Wells Fargo				0.00%	2,084.79	-	-	
Acct# 26032391	Raymond James				0.15%	9,654.25	54,109.50	57,958.63	
Acct# 97174	HomeTown Credit Union				0.00%	10.00	-	-	
Acct# 672631288	Bremer Bank				3.02%	12,175,501.91	13,935,032.98	14,178,955.95	
Acct# RP-57586-CE	UBS Financial Services				0.00%	0.31	7,747.16	7,747.46	
Total MM & Savings						12,187,251.26	13,996,889.64	14,244,662.04	Change PM
Subtotal Cash, Consolidated						11,491,348.26	13,505,170.03	13,577,970.53	72,800.50
Certificates of Deposit:									
Electric CDs						7,131,000.00	7,885,000.00	7,885,000.00	
Water CDs						4,109,000.00	3,615,000.00	3,615,000.00	
Gas CDs						7,850,000.00	6,681,000.00	6,681,000.00	
Total Certificates of Deposit						19,090,000.00	18,181,000.00	18,181,000.00	
Other:									
Land Holdings						660,266.23	660,266.23	660,266.23	
Total Other						660,266.23	660,266.23	660,266.23	
Total Funds, Consolidated						31,241,614.49	32,346,436.26	32,419,236.76	Change PM 72,800.50
Restricted Funds:									
Unspent Capital from Work Orders Approved in Prior Years						-	2,760,424.80	2,542,984.51	
PDO Reserve						1,535,000.00	1,682,000.00	1,686,000.00	
Consumer Deposits						148,010.00	147,730.00	145,370.00	
PIES revolving loan fund						250,000.00	250,000.00	250,000.00	
Water Expansion (excess/shortage compared to reserve requirement total)						414,934.28	566,451.28	570,201.28	
Water Service Line Protection Program surplus						212,090.98	240,945.70	243,441.56	
Land Holdings						660,266.23	660,266.23	660,266.23	
Total Restricted / Non-Liquid Funds						3,220,301.49	6,307,818.01	6,098,263.58	
Net Unrestricted Funds, Consolidated						28,021,313.00	26,038,618.25	26,320,973.18	Change PM 282,354.93
Required Reserves:									
Operating Reserve Minimum Requirement						7,485,393.00	8,774,656.00	8,774,656.00	
Capital Reserve Minimum Requirement						9,833,358.00	10,742,343.00	10,742,343.00	
Water Expansion Reserve Requirement						-	-	-	
Total Reserve Minimum Requirement						17,318,751.00	19,516,999.00	19,516,999.00	
Excess Unrestricted Reserves, Consolidated						10,702,562.00	6,521,619.25	6,803,974.18	% of Target 134.9%

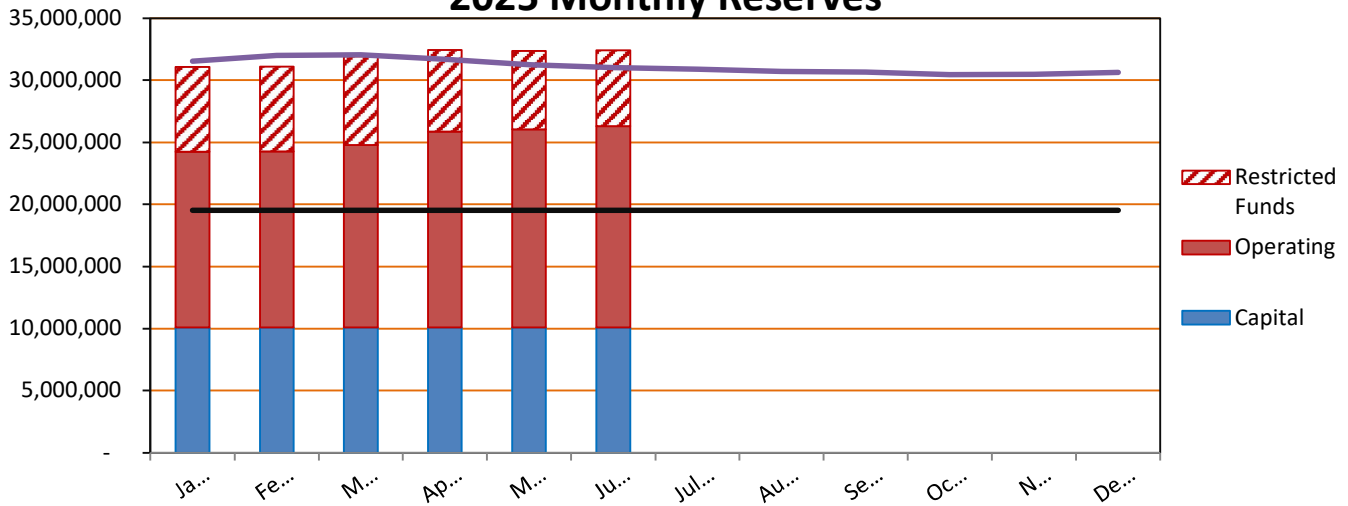
Plans For Future Capital Reserves or Excess Reserves

Security Systems for Facilities - approx. \$0.5 million (2023-2029)
New Service Territory - approx. \$0.8 million (2022-2027)
Water Tower Reconditioning - approx. \$4.2 million (2025-2029)
New Well - approx. \$3.9 million (2026-2027)
Gas Connection Between Border Stations - approx. \$2.0 million (2026)
East Owatonna Substation Expansion approx. \$3.1 million (2025-2029)

2025 Net Income



2025 Monthly Reserves



June Financials

JUNE 2025 HIGHLIGHTS

The financial results for June were above the 2025 plan by \$194,233 overall. Electric had a net income of \$330,404 vs. budgeted net income of \$213,534; Water had net income of \$176,422 vs. budgeted net income of \$136,309; Gas had a net loss of \$91,958 vs. a planned net loss of \$129,208. Total combined net Income for the month was \$414,868 vs. planned net income of \$220,635.

ELECTRIC – CURRENT MONTH

- Cash & investment balances in the electric utility decreased by \$116,712.
- Commodity sold was 9.0% below plan. Commodity revenue was 3.9%, or \$161,444 below plan.
- Other revenue was 36.6% or \$47,822 above plan. Resco. Patronage was \$60,841 above plan, \$9K of this is timing with July 2025; Interest income was \$9,650 above plan; SMMPA rebate reimbursement was \$28,745 below plan; Forfeited discounts were \$5,220 above plan.
- Purchased power expense was \$148,868 below plan, or 4.8%.
- Fixed costs were \$81,624 below plan or 8.6%. Electric Cost of Service expenses were \$37,200 below plan (Timing w/July/Aug.); Rebate expenses were \$3,856 below plan; Contributed Services were \$6,646 above plan; Depreciation was \$14,754 below plan; Labor & Benefits were \$17,646 above plan; Distribution expenses were \$24,975 below plan; Production expenses were \$9,917 below plan.
- Net income for the electric utility was \$330,404 compared to budgeted net income of \$213,534 therefore above plan by \$116,870 or 54.7%.

WATER – CURRENT MONTH

- Cash & investments balances in the water utility decreased by \$56,707.
- Water Commodity sold was 23.0% below plan during the month. Commodity Revenues were below plan by \$34,412 or 7.2%.
- Other revenue was \$5,850 above plan or 12.5%. Interest income was \$3,629 above plan; Property rentals were \$2,828 above plan.
- Fixed costs were below plan by \$68,675 or 17.6%. Labor/Benefits were \$12,373 below plan; Admin. & General expenses were \$12,006 below plan; Distribution expenses were \$13,455

June Financials

below plan; Water main repair was \$7,803 below plan; Contributed Services were \$6,934 below plan.

- Net Income of \$176,422 was above the budgeted net income of \$136,309, by \$40,113, or 29.4%.

GAS – CURRENT MONTH

- Cash & investment balances in the gas utility increased by \$246,220.
- Commodity sold was 10.3% below plan for the month.
- Commodity gas revenue was below budget by \$13,349, or 2.3%.
- Other Revenue was \$392 below plan, or .7%.
- Commodity purchased gas cost was \$13,055 below plan, or 4.3%.
- Fixed costs were \$37,936 below plan, or 7.9%. Depreciation was \$6,661 below plan; Contributed services were \$623 below plan; Labor & Benefits were \$9,005 above plan; Distribution expense was \$15,947 below plan; Admin & General expenses were \$16,875 below plan.
- Gas had a net loss of \$91,958, compared to a budgeted net loss of \$129,208, therefore above plan by \$37,250 or 28.8%

ELECTRIC – YTD

- Commodity sold is 7.2% below plan.
- Commodity revenue is 2.3%, or \$520,927 below plan. Residential sales are \$144,239 above plan; Commercial sales are \$107,512 above plan; Industrial sales are \$1,241,754 below plan; City sales are \$102,015 above plan; EAA revenue is \$368,454 above plan.
- Non-Commodity revenue is 6.6% or \$68,159 below plan. Interest income is \$51,519 above plan; SMMPA Rebate reimbursement is \$93,888 below plan; SMMPA Dist. & Economic credits are \$61,891 below plan; SMMPA Substation revenue is \$43,799 below plan; Misc. Sales/Credits are \$62,716 above plan.
- Purchased power expense is \$751,055 below plan, or 4.4%.
- Fixed costs are \$270,135 below plan or 4.7%. Distribution expenses are \$10,249 above plan; Rebate expense is \$64,930 below plan; Depreciation is \$91,951 below plan; Admin & Gen. expenses are \$65,427 below plan; Contributed services are \$81,412 above plan; Labor/Benefits are \$87,189 below plan.

June Financials

- Net income for the electric utility is \$1,169,909 compared to budgeted net income of \$737,805, therefore above plan by \$432,104 or 58.6%.

WATER – YTD

- Water Commodity sold is 13.9% below plan.
- Commodity Revenues are below the plan by \$82,048 or 3.4%. Residential Sales are \$14,903 above plan; Commercial Sales are \$5,890 above plan; Industrial sales are \$62,037 below plan; City sales are \$41,700 below plan.
- Non-Commodity revenue is \$24,938 above plan or 8.9%. Interest income is \$21,038 above plan.
- Fixed costs are below plan by \$344,164 or 14.2%. Production expenses are \$37,612 below plan; Distribution expenses are \$77,393 below plan; Water main repair is \$10,277 above plan. Admin. & General expenses are \$85,371 below plan; Depreciation expense is \$23,222 below plan; Labor & benefits are \$91,093 below plan; Contributed services are \$38,967 below plan.
- Net Income of \$561,084 is above the budgeted net income of \$274,030, by \$287,054 or 104.8%.

GAS – YTD

- Commodity sold is 2.7% below plan YTD.
- Commodity gas revenue is below budget by \$136,427, or 1.2%. Residential Sales are \$115,195 above plan; Commercial sales are \$140,300 below plan; Industrial sales are \$298,522 below plan; City sales are \$18,328 above plan; PGA/GTC is \$171,433 above plan.
- Non-Commodity Revenue is \$36,416 below plan, or 10.2%. Trans. Tariff Rev. is \$38,127 below plan.
- Commodity purchased gas cost is \$23,549 below plan, or 0.3%.
- Fixed costs are \$207,157 below plan, or 6.5%. Admin & Gen expenses were \$98,979 below the plan; Rebate expense is \$24,360 above plan; Distribution expenses are \$42,937 below the plan; Depreciation is \$48,769 below the plan; Contributed services are \$31,265 above the plan; The selling of Skid Steer #102 and Vehicle #71 resulted in a gain on sale of assets totaling \$41,066. Labor & Benefits are \$26,836 below plan.

June Financials

- Gas has a net income of \$1,225,562, compared to budgeted net income of \$1,167,699, therefore above plan by \$57,863 or 5.0%.

INVESTMENTS

<u>Electric</u>

- | |
|---|
| <ul style="list-style-type: none">• No Activity |
|---|

<u>Water</u>

- | |
|---|
| <ul style="list-style-type: none">• No Activity |
|---|

<u>Gas</u>

- | |
|---|
| <ul style="list-style-type: none">• No Activity |
|---|

POLICYElectric True Up Charge ~~ENERGY ACQUISITION ADJUSTMENT~~POLICY STATEMENT

The Electric True Up Charge (ETC) ~~Energy Acquisition Adjustment (EAA)~~ is used to adjust the retail price of electricity to cover wholesale electricity cost fluctuations. This adjustment takes into account changes in power transmission, demand, and other commodity cost components of purchased electricity above or below the base costs built into rates. The EAA is applied for each billing period and calculated on a per kWh basis using the difference between the actual purchase price of electricity and the price that was built into the base rates. The adjustment can be positive (charge) or negative (credit), and appears as a separate line item on customers' billing statements. The ETC adjustment is applied to customer billing statements two months after the usage was originally billed.

Annual Power Cost Included in Rates calculation

The Power Cost Included in Rates (per kWh) is calculated annually based on the commodity revenue required within the approved budget. Commodity Revenue Requirements are calculated as follows:

$$\begin{aligned}
 & \text{Budgeted Total Expense} \\
 & - \text{Budgeted Non-Commodity Revenue} \\
 & + \text{Budgeted Margin} \\
 & = \text{Commodity Revenue Required}
 \end{aligned}$$

Then, Budgeted ~~EAA~~ ETC is then calculated as follows:

$$\text{Budgeted ETC } \del{EAA} = \text{Budgeted Commodity Revenue} - \text{Commodity Revenue Required}$$

Next, Adjusted Cost of Power is then calculated as follows:

$$\text{Adjusted Cost of Power} = \text{Budgeted Cost of Power} - \del{\text{Budgeted ETC}} + \text{Budgeted } \del{EAA}$$

Finally, Power Cost Included in Rates is calculated as follows:

$$\text{Power Cost Included in Rates} = \text{Adjusted Cost of Power} / \text{Forecasted kWh Purchases}$$

Monthly ~~ETC~~ EAA calculation

The formula used to calculate the monthly ~~ETC~~ EAA is shown on the following page. Due to timing differences between the purchased power invoice and monthly billing cycles, there is a two-month lag between the original billing for customers' electric usage and the ETC adjustment on their bills. For example, the April ETC would be applied as a separate line item on June customer billing statements and would be calculated based on the customers' usage in April. EAA calculation and when it flows through

~~to customers (e.g. April EAA will be applied to June customer billing statements).~~ Management reserves the right to defer this charge or credit to future billing ~~periods.~~

DRAFT

Monthly ETC Formula EAA Formula

~~The monthly EAA is calculated as follows:~~

$$(((A/B) - R) \times B) + C / D = E$$

~~A = Purchased power cost (\$\$) for the prior month~~

~~B = Purchased power consumption (kWh) for the prior month~~

~~C = Unrecovered (positive) or excess (negative) EAA adjustments from prior months~~

~~D = Estimated retail sales consumption (kWh) for the coming month~~

~~E = EAA (\$/kWh) for the coming month~~

~~R = Power cost included in rates (\$/kWh) for the current year~~

The monthly ETC is calculated as follows:

$$(C_{-2} - (R * P_{-2}) + U) / S_{-2} = \text{ETC in } (\$/\text{kWh}) \text{ for the two-month-prior month}$$

C₋₂ = Purchased power cost (\$\$) for the two-month-prior month

R = Power cost included in rates (\$/kWh) for the current year

P₋₂ = Actual electricity purchases (kWh) for the two-month-prior month

U = Unrecovered (positive) or excess (negative) ETC adjustments from prior months

S₋₂ = Actual electricity sales (kWh) for the two-month-prior month

APPLICABLE RATES

The ETC will apply to all kWh sold to customers on all electric rates.

EFFECTIVE DATE December 1st, 2025 January 1, 2022

~~This policy applies to all billings made after the effective date.~~

Adopted this 22nd day of July, 2025~~28th day of December, 2021~~ by the Owatonna Public Utilities Commission,

_____, President:
Randall J. Doyal

Jay S. Johnson
Vice President

Roger E. Warehime
General Manager

Matt Kottke
Commissioner

Revised:

March 1, 1984	January 1, 2002
February 1, 1987	January 1, 2003
January 1, 1992	January 1, 2004
April 1, 1993	January 1, 2005
March 1, 1994	January 1, 2006
March 1, 1995	January 1, 2007
February 1, 1996	January 1, 2008
February 1, 1997	January 1, 2009
May 1, 1997	March 1, 2010
February 1, 1998	March 1, 2011
February 1, 1999	January 1, 2016
January 1, 2000	January 1, 2022
January 1, 2001	

DRAFT

POLICY

ELECTRIC TRUE-UP CHARGE

POLICY STATEMENT

The Electric True-up Charge (ETC) is used to adjust the retail price of electricity to cover wholesale electricity cost fluctuations. This adjustment takes into account the changes in power transmission, demand and other commodity cost components of purchased electricity above or below the base costs built into rates. The adjustment can be positive (charge) or negative (credit) and appears as a separate line item on customers' billing statements. The ETC adjustment is applied to customer billing statements two months after the usage was originally billed.

ANNUAL POWER COST INCLUDED IN RATES CALCULATION

The Power Cost Included in Rates (per kWh) is calculated annually based on the commodity revenue required within the approved budget. Commodity Revenue Requirements are calculated as follows:

$$\begin{aligned} & \text{Budgeted Total Expense} \\ - & \text{Budgeted Non-Commodity Revenue} \\ + & \text{Budgeted Margin} \\ = & \text{Commodity Revenue Required} \end{aligned}$$

Then, Budgeted ETC is then calculated as follows:

$$\text{Budgeted ETC} = \text{Commodity Revenue Required} - \text{Budgeted Commodity Revenue}$$

Next, Adjusted Cost of Power is then calculated as follows:

$$\text{Adjusted Cost of Power} = \text{Budgeted Cost of Power} - \text{Budgeted ETC}$$

Finally, Power Cost Included in Rates is calculated as follows:

$$\text{Power Cost Included in Rates} = \text{Adjusted Cost of Power} / \text{Forecasted kWh Purchases}$$

MONTHLY ETC CALCULATION

The formula used to calculate the monthly ETC per kWh is shown below. Due to the timing of wholesale purchased power invoices and OPU's monthly billing cycles, there is a two-month lag between the original billing for customers' electric usage and the ETC adjustment on their bills. For example, the April ETC would be applied as a separate line item on June customer billing statements and would be calculated based on the customers' usage in April. Management reserves the right to defer this charge or credit to future billing periods.

MONTHLY ETC FORMULA

The monthly ETC is calculated as follows:

$$(C_{-2} - (R * P_{-2}) + U) / S_{-2} = \text{ETC in (\$/kWh) for the two-month-prior month}$$

C_{-2} = Purchased power cost (\$\$) for the two-month-prior month

R = Power cost included in rates (\$/kWh) for the current year

P_{-2} = Actual electricity purchases (kWh) for the two-month-prior month

U = Unrecovered (positive) or excess (negative) ETC adjustments from prior months

S_{-2} = Actual electricity sales (kWh) for the two-month-prior month

APPLICABLE RATES

The ETC will apply to all kWh sold to customers on all electric rates.

EFFECTIVE DATE December 1, 2025

This policy applies to all billings made after the effective date.

Adopted this 22th day of July, 2025 by the Owatonna Public Utilities Commission,

_____, President.
Kent D. Rossi

Gregory J. Vetter
Vice President

Roger E. Warehime
General Manager

Jay S. Johnson
Commissioner

Created: 12-01-2025 (replaces the EAA policy)

Douglas A. Zirngible
Commissioner

Sharon E. McLane
Commissioner



MEMORANDUM

DATE: 7/9/25
TO: Owatonna Public Utilities Commissioners
FROM: Dave Olson
RE: Human Resources Policy Updates

Purpose:

Several OPU Human Resources Policies have not been updated in more than 10 years, so we have begun the process of reviewing each of them. We are comparing them to standard policies available from the Society of Human Resource Management (SHRM) to determine whether updates are needed. We plan to bring proposed updates to the OPU Commission one or two at a time over the coming months with the goal of ensuring that all HR policies have been reviewed, updated, and approved by the Commission within the last 3 to 5 years.

This month we are proposing updates to both the Workplace Violence Policy and Outside Employment Policy. Below are high level summaries of proposed changes followed by both clean and redline versions of the policies.

Proposed Updates to the Workplace Violence Policy #370.00:

- Removed detailed information that belongs in a procedure rather than a policy
- Moved a couple sentences from the Policy Statement to a new Enforcement section
- Added a definition of The Workplace to the definitions section
- Used wording from SHRM to create a bullet on employee responsibility to the Identifying and Responding to Risks of Workplace Violence section

Proposed Updates to the Outside Employment Policy #310.00:

- Separated the Policy Statement and Restrictions into separate sections
- Added wording from SHRM to the Policy Statement including the intent not to interfere with provisions of the National Labor Relations Act
- Moved old item #3 into to the Policy Statement
- Reordered the remaining numbers putting the most important first
- Nested the HR Manager assessment criteria under new item #4
- Added that OPU can make special accommodations to enable employees to serve the public interest through employment such as military service, volunteer fire fighting, or emergency response



POLICY

Workplace Violence

POLICY STATEMENT

The Owatonna Public Utilities (OPU) seeks to provide a safe and secure workplace environment for employees, vendors, clients, and customers. This policy addresses OPU's commitment to preventing the potential for violence in and around the workplace and to fostering a work environment of respect and healthy conflict resolution.

ENFORCEMENT

Violence, or the threat of violence committed by or against employees will not be tolerated in any Owatonna Public Utilities' facilities. This is a zero-tolerance policy, meaning that OPU disciplines and/or terminates every employee found to have violated this policy. Any non-employee engaged in violent or threatening acts on OPU premises will be reported to the proper authorities and fully prosecuted.

~~This policy addresses Owatonna Public Utilities' commitment to preventing the potential for violence in and around the workplace and to fostering a work environment of respect and healthy conflict resolution.~~

DEFINITIONS

The workplace is defined as anywhere Owatonna Public Utilities employees work or meet in the course of their employment at OPU including but not limited to: at OPU offices and facilities, in OPU vehicles, on OPU job sites, at offsite meeting locations, in virtual meetings and in other forms of work related communication.

~~For purposes of this policy, w~~Workplace violence is defined as a single behavior or series of behaviors which constitute actual or potential assault, battery, harassment, intimidation, threats or similar actions. It also includes attempted destruction or threats to the Owatonna Public Utilities and/or their property, and attempted destruction or threats to employee(s) and/or their personal property while at the workplace, ~~at a company work location,~~ or while an employee ~~is~~ engaged in company business.

PROHIBITED WORKPLACE CONDUCT

Prohibited conduct includes, but is not limited to:

- Injuring another person physically ~~at the workplace or on any Owatonna Public Utilities property;~~

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- Engaging in behavior that creates a reasonable fear of injury in another person;
- Engaging in behavior that subjects another individual to extreme emotional distress;
- Possessing, brandishing, or using a weapon while on -OPU premises or engaged in OPU business;
- Damaging property intentionally;
- Threatening to injure an individual or damage property;
- Committing injurious acts motivated by, or related to, domestic violence, sexual harassment, harassment, or bullying behavior.

IDENTIFYING AND RESPONDING TO RISKS OF WORKPLACE VIOLENCE

Owatonna Public Utilities will take every reasonable action to protect the life, safety, and health of employees and will provide as rapid and coordinated response as possible to violence or threats of violence at any work site. Outlined below are the roles and responsibilities related to risk assessment, planning, mitigation, and reporting:

- * **Threat assessment** -- The Human Resource Manager appoints a threat assessment team to assess OPU vulnerability to violence and determine the appropriate preventative measures. The team annually reviews, ~~when needed~~, the workplace to identify existing or potential violence hazards. ~~The review should include, but not be limited to, inspecting security measures, analyzing records of violent incidents and monitoring trends, and conducting surveys to learn about employees security concerns. The Human Resource Department maintains records of all threats and incidents of violence committed against employees. Access to such records is on a need to know basis, only.~~
- * **Security planning for at-risk employees** -- Some employees are known to be at risk for violence because of the nature of their jobs. Other employees can be at risk because they are subject to violence, threats, or harassment from a current or former spouse or partner or ~~other~~another non-employee. Human Resource personnel work with at-risk employees and their supervisors to develop safety plans that address the specific risks the employees face while at work.
- * **Pre-hire screening** -- The Human Resource Department must take reasonable steps to review job candidates' backgrounds to determine if they have a history of ~~committing~~ violent ~~acts~~ behavior or making threats. ~~Pre-hire screening generally consists of reference checks with prior employers, but the screening can include background investigations for safety sensitive positions and positions involving extensive, unsupervised contact with the public.~~
- * **Employee responsibility to "See Something Say Something"** -- Although Owatonna Public Utilities does not expect all employees to be skilled at identifying potentially ~~dangerous persons~~, employees are expected to exercise good judgement and inform the HR Manager immediately if any employee or another person in the workplace exhibits behavior that could be a sign of a potentially dangerous situation. Such behavior includes:
 - Discussing weapons or bringing them to the workplace
 - Displaying overt signs of extreme stress, resentment, hostility or anger
 - Making threats or remarks
 - Showing sudden or significant deterioration in performance
 - Displaying irrational or inappropriate behavior

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GUIDELINES FOR HANDLING VIOLENT SITUATIONS

The Human Resource Department maintains and distributes to all employees detailed guidelines and procedures for handling workplace violence and threats. These detailed guidelines and procedures are reviewed annually, as well as employee training will be conducted annually.

DRAFT

EFFECTIVE DATE ~~November~~ August 1, 2012~~2025~~

Adopted this 25th day of October, 2012 by the Owatonna Public Utilities Commission,

_____, President.
David Ihrke

Dale E. Simon
Vice President

Mark J. Fritsch
General Manager

Scott L. Schreiner
Commissioner

Effective: May 1, 1998
Revised: November 1, 2012

Steve Stansberry
Commissioner

Kim J. Cosens
Commissioner

POLICY

Workplace Violence

POLICY STATEMENT

The Owatonna Public Utilities (OPU) seeks to provide a safe and secure workplace environment for employees, vendors, clients, and customers. This policy addresses OPU's commitment to preventing the potential for violence in and around the workplace and to fostering a work environment of respect and healthy conflict resolution.

ENFORCEMENT

Violence, or the threat of violence committed by or against employees will not be tolerated in any Owatonna Public Utilities' facilities. This is a zero-tolerance policy, meaning that OPU disciplines and/or terminates every employee found to have violated this policy. Any non-employee engaged in violent or threatening acts on OPU premises will be reported to the proper authorities and fully prosecuted.

DEFINITIONS

The workplace is defined as anywhere Owatonna Public Utilities employees work or meet in the course of their employment at OPU including but not limited to: at OPU offices and facilities, in OPU vehicles, on OPU job sites, at offsite meeting locations, in virtual meetings and in other forms of work-related communication.

Workplace violence is defined as a single behavior or series of behaviors which constitute actual or potential assault, battery, harassment, intimidation, threats or similar actions. It also includes attempted destruction or threats to the Owatonna Public Utilities and/or their property, and attempted destruction or threats to employee(s) and/or their personal property while at the workplace or while an employee is engaged in company business.

PROHIBITED WORKPLACE CONDUCT

Prohibited conduct includes, but is not limited to:

- Injuring another person physically;
- Engaging in behavior that creates a reasonable fear of injury in another person;
- Engaging in behavior that subjects another individual to extreme emotional distress;
- Possessing, brandishing, or using a weapon while on OPU premises or engaged in OPU business;
- Damaging property intentionally;
- Threatening to injure an individual or damage property;
- Committing injurious acts motivated by, or related to, domestic violence, sexual harassment, harassment, or bullying behavior.

IDENTIFYING AND RESPONDING TO RISKS OF WORKPLACE VIOLENCE

Owatonna Public Utilities will take every reasonable action to protect the life, safety, and health of employees and will provide as rapid and coordinated response as possible to violence or threats of violence at any work site. Outlined below are the roles and responsibilities related to risk assessment, planning, mitigation, and reporting:

- ★ **Threat assessment** - The Human Resource Manager appoints a threat assessment team to assess OPU vulnerability to violence and determine the appropriate preventative measures. The team annually reviews the workplace to identify existing or potential violence hazards.
- ★ **Security planning for at-risk employees** - Some employees are known to be at risk for violence because of the nature of their jobs. Other employees can be at risk because they are subject to violence, threats, or harassment from a current or former spouse or partner or another non-employee. Human Resource personnel work with at-risk employees and their supervisors to develop safety plans that address the specific risks the employees face while at work.
- ★ **Pre-hire screening** - The Human Resource Department must take reasonable steps to review job candidates' backgrounds to determine if they have a history of violent behavior or making threats.
- ★ **Employee responsibility to “See Something Say Something”** – Although Owatonna Public Utilities does not expect all employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgement and inform the HR Manager immediately if any employee or another person in the workplace exhibits behavior that could be a sign of a potentially dangerous situation. Such behavior includes:
 - Discussing weapons or bringing them to the workplace
 - Displaying overt signs of extreme stress, resentment, hostility or anger
 - Making threats or remarks
 - Showing sudden or significant deterioration in performance
 - Displaying irrational or inappropriate behavior

GUIDELINES FOR HANDLING VIOLENT SITUATIONS

The Human Resource Department maintains and distributes to all employees detailed guidelines and procedures for handling workplace violence and threats. These detailed guidelines and procedures are reviewed annually, as well as employee training will be conducted annually.

EFFECTIVE DATE August 1, 2025

Adopted this 22th day of July, 2025 by the Owatonna Public Utilities Commission,

_____, President.
Kent D. Rossi

Gregory J. Vetter
Vice President

Roger E. Warehime
General Manager

Jay S. Johnson
Commissioner

Effective: May 1, 1998
Revised: November 1, 2012
August 1, 2025

Douglas A. Zirngible
Commissioner

Sharon E. McLane
Commissioner

POLICY

OUTSIDE EMPLOYMENT

POLICY STATEMENT

Owatonna Public Utilities (OPU) recognizes that some employees may need or want to hold additional jobs outside their employment with OPU. Nothing in this policy is intended to, nor should be construed to limit or interfere with employee rights as set forth under all applicable provisions of the National Labor Relations Act. Employees are not encouraged or discouraged to engage in outside employment or other work activity. It is the policy of ~~Owatonna Public Utilities (OPU)~~ to allow its employees to hold ~~second other~~ jobs, subject to certain restrictions as outlined below.

RESTRICTIONS TO OUTSIDE EMPLOYMENT

OPU reserves the right to waive the restrictions below to make special accommodations enabling employees to serve the public interest through certain forms outside employment such as military service, volunteer fire fighting, or emergency response.

1. OPU requires that employees' work related activities and conduct away from ~~the job~~ OPU must not ~~compete with, conflict with or~~ compromise OPU's interests or adversely affect their job performance and ability to fulfill all responsibilities to OPU.
2. ~~All~~ employees are prohibited from engaging in any activity that competes with OPU, compromises its interests or that is detrimental to the mission or functions of OPU. (See Conflicts of Interest Policy #310.10). This prohibition includes performing any services for customers on non-working time that are normally performed by OPU personnel, the use of any OPU tools or equipment, and the unauthorized use or application of any nonpublic data or confidential trade information or techniques. In addition, employees are not to conduct any outside business during paid working time.
- 2.3. Employees are cautioned to consider carefully the demands that additional work activity will create before seeking or accepting outside employment. Outside employment will not be considered an excuse for poor job performance, absenteeism, tardiness, leaving work early, refusal to travel, refusal to work overtime or refusal to work different hours. If outside work activity does cause or contribute to job-related problems, the employee will be asked to discontinue the outside such employment must be discontinued; and, if necessary, normal disciplinary procedures will be followed to deal with the specific problems.
4. In the event an OPU employee is contemplating outside employment and believes it could conflict with any of the provisions stated above, the employee must submit his or her intention in writing to the employee's Supervisor and Department Director. The request

should state the name and address of the outside employer, the nature of the job, and the hours of the employment. The Department Director will forward the request to the Human Resources Manager recommending either approval or disapproval. Failure to submit this information will subject the employee to discipline, up to, and including termination.

~~Full time employees are not encouraged or discouraged to engage in outside employment or other work activity.~~

Page 2

Outside Employment - #310.00

3. Department Directors and the Human Resources Manager will be particularly concerned about outside work requests that:

- a. Will use his or her employment with OPU as a means of obtaining, or promoting any outside business interest or outside employment.
- b. Could create confusion in the minds of OPU customers as to whether the individual providing the service is an OPU employee or independent entity or agent.
- c. Involve working for an organization ~~which is a competitor of OPU or~~ which does a significant amount of business with OPU, such as major contractors, suppliers, and customers; or
- d. May involve the employee in an actual or potential conflict of interest situation.

~~4.1. In the event an OPU employee is contemplating outside employment and believes it could conflict with any of the provisions stated above, the employee must submit his or her intention in writing to the employee's Supervisor and Department Director. The request~~

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Outside Employment – #310.00

~~should state the name and address of the outside employer, the nature of the job, and the hours of the employment. The Department Director will forward the request to the Human Resources Manager recommending either approval or disapproval. Failure to submit this information will subject the employee to discipline, up to, and including termination.~~

~~5.1. All employees are prohibited from engaging in any activity that competes with OPU, compromises its interests or that is detrimental to the mission or functions of OPU. (See Conflicts of Interest Policy #310.10). This prohibition includes performing any services for customers on non-working time that are normally performed by OPU personnel, the use of any OPU tools or equipment, and the unauthorized use or application of any nonpublic data or confidential trade information or techniques. In addition, employees are not to conduct any outside business during paid working time.~~

EFFECTIVE DATE: ~~April-August 1, 2014~~2025

Adopted this 1st day of April, 2014 by the Owatonna Public Utilities Commission,

_____, President.
Dale E. Simon

Scott L. Schreiner
Vice President

Mark J. Fritsch
General Manager

Steve Stansberry
Commissioner

Adopted: August 1, 1991
Revised: April 1, 2014

Kim J. Cosens
Commissioner

Matt Kottke
Commissioner

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POLICY

OUTSIDE EMPLOYMENT

POLICY STATEMENT

Owatonna Public Utilities (OPU) recognizes that some employees may need or want to hold additional jobs outside their employment with OPU. Nothing in this policy is intended to, nor should be construed to limit or interfere with employee rights as set forth under all applicable provisions of the National Labor Relations Act. Employees are not encouraged or discouraged to engage in outside employment or other work activity. It is the policy of OPU to allow its employees to hold other jobs, subject to certain restrictions as outlined below.

RESTRICTIONS TO OUTSIDE EMPLOYMENT

OPU reserves the right to waive the restrictions below to make special accommodations enabling employees to serve the public interest through certain forms of outside employment such as military service, volunteer fire fighting, or emergency response.

1. OPU requires that employees' work-related activities and conduct away from OPU must not compete with, conflict with or compromise OPU's interests or adversely affect their job performance and ability to fulfill all responsibilities to OPU.
2. Employees are prohibited from engaging in any activity that competes with OPU, compromises its interests or that is detrimental to the mission or functions of OPU. (See Conflicts of Interest Policy #310.10). This prohibition includes performing any services for customers on non-working time that are normally performed by OPU personnel, the use of any OPU tools or equipment, and the unauthorized use or application of any nonpublic data or confidential trade information or techniques. In addition, employees are not to conduct any outside business during paid working time.
3. Employees are cautioned to consider carefully the demands that additional work activity will create before seeking or accepting outside employment. Outside employment will not be considered an excuse for poor job performance, absenteeism, tardiness, leaving work early, refusal to travel, refusal to work overtime or refusal to work different hours. If outside work activity does cause or contribute to job-related problems, the employee will be asked to discontinue the outside employment; and, if necessary, normal disciplinary procedures will be followed to deal with the specific problems.
4. In the event an OPU employee is contemplating outside employment and believes it could conflict with any of the provisions stated above, the employee must submit his or her intention in writing to the employee's Supervisor and Department Director. The request should state the name and address of the outside employer, the nature of the job, and the hours of the employment. The Department Director will forward the request to the Human Resources Manager recommending either approval or disapproval. Failure to submit this information will subject the employee to discipline, up to, and including termination.

Outside Employment - #310.00

- Department Directors and the Human Resources Manager will be particularly concerned about outside work requests that:
 - a. Will use his or her employment with OPU as a means of obtaining or promoting any outside business interest or outside employment.
 - b. Could create confusion in the minds of OPU customers as to whether the individual providing the service is an OPU employee or independent entity or agent.
 - c. Involve working for an organization which does a significant amount of business with OPU, such as major contractors, suppliers, and customers; or
 - d. May involve the employee in an actual or potential conflict of interest situation.

EFFECTIVE DATE: August 1, 2025

Adopted this 22th day of July, 2025 by the Owatonna Public Utilities Commission,

_____, President.
Kent D. Rossi

Gregory J. Vetter
Vice President

Roger E. Warehime
General Manager

Jay S. Johnson
Commissioner

Adopted: August 1, 1991
Revised: April 1, 2014
August 1, 2025

Douglas A. Zirngible
Commissioner

Sharon E. McLane
Commissioner



MEMORANDUM

DATE: 7/17/25
TO: Owatonna Public Utilities Commissioners
FROM: Roger Warehime
RE: Minor Update to the Water Conservation and Emergency Restrictions Program Policy

In April, the Commission approved a revised Water Conservation and Emergency Restrictions Policy. As we've begun working with the new policy, it became clear that one element—the definition of "Designated Irrigation Day"—was creating confusion rather than clarity.

The original intent was to define irrigation windows (e.g., "from 6 PM on a designated day until 9 AM the following morning"), but the inclusion of this definition, rather than simplifying things, made the policy harder to remember and explain. Commissioner Vetter observed this and suggested we streamline the language. We agree, and are recommending a small modification: removing the formal definition of "Designated Irrigation Day" and simply stating that customers may irrigate on their assigned days.

In short: Tuesday means Tuesday.

This change does not alter the structure of the program—just clarifies it. We are not planning a presentation at the upcoming meeting and do not anticipate the need for extensive discussion, but we will need a formal vote to approve the revised language.

Please don't hesitate to reach out with any questions ahead of the meeting.

Best regards,

Roger



WATER CONSERVATION AND EMERGENCY RESTRICTIONS PROGRAM

POLICY STATEMENT

Water is a vital resource, essential for the health, safety, and well-being of our community. The Owatonna Public Utilities (OPU) Water Conservation and Irrigations Restrictions Program aims to:

- Conserve water as a natural resource for the public interest.
- Ensure the water system can meet user demands while maintaining adequate pressure and supply for firefighting.
- Comply with DNR well permits and reduce water production costs.

This program emphasizes shared responsibility, encouraging all community members to act as stewards of our natural resources. Together, we can ensure the sustainability of our water system for future generations.

DEFINITIONS

- Water Conservation Restriction: Activated during potential water shortages to encourage reduced usage.
- Water Emergency Ban: Declared during extraordinary circumstances that limit water production or distribution.
- Newly Seeded or Sodded Lawns: Defined as lawns within 60 days of initial planting.
- ~~Designated Irrigation Day: A designated day permits watering from 6 PM on that day until 9 AM the following morning.~~
- Irrigation: The application of water to lawns, gardens, or landscapes using an automated or manual sprinkler system, drip irrigation, or any system designed to distribute water over an area.
- Hand-Watering: The direct application of water to plants using a handheld hose or watering can. Hand-watering is not considered irrigation and is not subject to irrigation restrictions.

POLICY

Irrigation Restriction Levels

Residents receiving water service from OPU are subject to normal irrigation restrictions year-round.

- Avoid irrigation between 9 AM and 6 PM.
- Minimize excess watering and ensure irrigation is directed to vegetation areas.
- Exceptions: Newly seeded or sodded lawns and newly planted landscaping.
- Irrigation restrictions require an Address-Based Watering Schedule: Addresses ending in odd numbers may water on Tuesdays, Thursdays, and Saturdays. Addresses ending in even numbers may water on Wednesdays, Fridays, and Sundays. No irrigation is allowed on Mondays.

Water Conservation and Emergency Restrictions Program – Policy #602.30

- Commercial Customers are permitted to irrigate lawns on Tuesdays, Thursdays, and Saturdays, irrespective of their address.
- Homeowner associations and apartment complexes with common irrigation systems are permitted to irrigate lawns on Wednesdays, Fridays, and Sundays, irrespective of their address.

During a Level 1 Mandatory Water Conservation Restriction, as declared by the OPU General Manager:

- Irrigation between 9 AM and 6 PM is prohibited.
- Newly seeded or sodded lawns and newly planted landscaping remain exempt.
- The Address-Based Water Schedule and designated days for Commercial Customers and Homeowner Associations remain in effect.

A Level 2 Mandatory Water Conservation Restriction is identical to a Level 1 restriction except that public communications will be more frequent and convey a higher sense of urgency.

During a Mandatory Water Emergency Ban, as declared by the OPU General Manager:

- No outdoor watering beyond hand-watering is allowed, with exemptions for newly seeded or sodded lawns and newly planted landscaping.
- Additional restrictions may apply to major industrial and commercial users.

State Triggers for Restriction Levels

A restriction level or emergency ban may be called due to local issues with the distribution system or in response to the Minnesota DNR Drought Phase Triggers:

Minnesota DNR Drought Phase/Trigger	OPU Response Level
No active drought warning	Normal Irrigation Restrictions
Drought Warning Phase – Goal of reducing water use to 50% above January Levels	Level 1 Mandatory Water Conservation Restriction
Restrictive Phase – Goal of reducing water use to 25% above January levels	Level 2 Mandatory Water Conservation Restriction
Emergency Phase – Goal of reducing water use to January levels	Mandatory Water Emergency Ban

Encouragement and Incentives

- Customers are encouraged to:
 - Install water-efficient systems, such as EPA WaterSense-certified sprinklers.
 - Install and maintain technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture in compliance with MN Statute 103G.298.
 - Adopt water-saving practices, like rainwater collection and early-morning irrigation.
- OPU may offer rebates for water-efficient equipment or practices.
- Compliant customers may be recognized through community programs or other incentives.

Education and Community Engagement

- OPU will provide regular updates and resources to promote water conservation.
- Educational materials on water-efficient practices will be distributed through community channels.

COVERAGE AND EXCEPTIONS

This policy applies to all OPU customers. Sports fields, golf courses, and agricultural operations are exempt but are encouraged to adopt water-efficient practices. Exceptions may be granted at OPU's discretion.

| EFFECTIVE DATE - ~~April~~~~August~~ 1, 2025

| Adopted this ~~25th~~~~22nd~~ day of ~~March~~~~July~~, 2025 by the Owatonna Public Utilities Commission,

_____, President.
Douglas A. Zirngible

Kent D. Rossi
Vice President

Roger E. Warehime
General Manager

Jay S. Johnson
Commissioner

Gregory J. Vetter
Commissioner

Sharon E. McLane
Commissioner

WATER CONSERVATION AND EMERGENCY RESTRICTIONS PROGRAM

POLICY STATEMENT

Water is a vital resource, essential for the health, safety, and well-being of our community. The Owatonna Public Utilities (OPU) Water Conservation and Irrigations Restrictions Program aims to:

- Conserve water as a natural resource for the public interest.
- Ensure the water system can meet user demands while maintaining adequate pressure and supply for firefighting.
- Comply with DNR well permits and reduce water production costs.

This program emphasizes shared responsibility, encouraging all community members to act as stewards of our natural resources. Together, we can ensure the sustainability of our water system for future generations.

DEFINITIONS

- Water Conservation Restriction: Activated during potential water shortages to encourage reduced usage.
- Water Emergency Ban: Declared during extraordinary circumstances that limit water production or distribution.
- Newly Seeded or Sodded Lawns: Defined as lawns within 60 days of initial planting.
- Irrigation: The application of water to lawns, gardens, or landscapes using an automated or manual sprinkler system, drip irrigation, or any system designed to distribute water over an area.
- Hand-Watering: The direct application of water to plants using a handheld hose or watering can. Hand-watering is not considered irrigation and is not subject to irrigation restrictions.

POLICY

Irrigation Restriction Levels

Residents receiving water service from OPU are subject to normal irrigation restrictions year-round.

- Avoid irrigation between 9 AM and 6 PM.
- Minimize excess watering and ensure irrigation is directed to vegetation areas.
- Exceptions: Newly seeded or sodded lawns and newly planted landscaping.
- Irrigation restrictions require an Address-Based Watering Schedule: Addresses ending in odd numbers may water on Tuesdays, Thursdays, and Saturdays. Addresses ending in even numbers may water on Wednesdays, Fridays, and Sundays. No irrigation is allowed on Mondays.

Water Conservation and Emergency Restrictions Program – Policy #602.30

- Commercial Customers are permitted to irrigate lawns on Tuesdays, Thursdays, and Saturdays, irrespective of their address.
- Homeowner associations and apartment complexes with common irrigation systems are permitted to irrigate lawns on Wednesdays, Fridays, and Sundays, irrespective of their address.

During a Level 1 Mandatory Water Conservation Restriction, as declared by the OPU General Manager:

- Irrigation between 9 AM and 6 PM is prohibited.
- Newly seeded or sodded lawns and newly planted landscaping remain exempt.
- The Address-Based Water Schedule and designated days for Commercial Customers and Homeowner Associations remain in effect.

A Level 2 Mandatory Water Conservation Restriction is identical to a Level 1 restriction except that public communications will be more frequent and convey a higher sense of urgency.

During a Mandatory Water Emergency Ban, as declared by the OPU General Manager:

- No outdoor watering beyond hand-watering is allowed, with exemptions for newly seeded or sodded lawns and newly planted landscaping.
- Additional restrictions may apply to major industrial and commercial users.

State Triggers for Restriction Levels

A restriction level or emergency ban may be called due to local issues with the distribution system or in response to the Minnesota DNR Drought Phase Triggers:

Minnesota DNR Drought Phase/Trigger	OPU Response Level
No active drought warning	Normal Irrigation Restrictions
Drought Warning Phase – Goal of reducing water use to 50% above January Levels	Level 1 Mandatory Water Conservation Restriction
Restrictive Phase – Goal of reducing water use to 25% above January levels	Level 2 Mandatory Water Conservation Restriction
Emergency Phase – Goal of reducing water use to January levels	Mandatory Water Emergency Ban

Encouragement and Incentives

- Customers are encouraged to:
 - Install water-efficient systems, such as EPA WaterSense-certified sprinklers.
 - Install and maintain technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture in compliance with MN Statute 103G.298.
 - Adopt water-saving practices, like rainwater collection and early-morning irrigation.
- OPU may offer rebates for water-efficient equipment or practices.
- Compliant customers may be recognized through community programs or other incentives.

Education and Community Engagement

- OPU will provide regular updates and resources to promote water conservation.
- Educational materials on water-efficient practices will be distributed through community channels.

COVERAGE AND EXCEPTIONS

This policy applies to all OPU customers. Sports fields, golf courses, and agricultural operations are exempt but are encouraged to adopt water-efficient practices. Exceptions may be granted at OPU's discretion.

EFFECTIVE DATE - August 1, 2025

Adopted this 22th day of July, 2025 by the Owatonna Public Utilities Commission,

_____, President.

Kent D. Rossi

Gregory J. Vetter
Vice President

Roger E. Warehime
General Manager

Jay S. Johnson
Commissioner

Created: April 1, 2025
Revised: August 1, 2025

Douglas A. Zirngible
Commissioner

Sharon E. McLane
Commissioner

OPU Scorecard

2025 Meter Services Scorecard

Item		Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Average	High	Low	Goal	Champion
AMI	Overall read rates for month	99.93%	99.92%	99.93%	99.93%	99.89%	99.92%							99.92%	99.93%	99.89%	99.80%	Johnson
	Engineering/Operations Analysis	10	10	9	8	16	7							10.00	16.00	7.00	N/A	Fenstermacher
	Transformer/Conductor Issues Identified	0	1	0	0	0	0							0.17	1.00	0.00	N/A	Johnson
	Low/No Voltage issues identified	2	0	1	3	1	1							1.33	3.00	0.00	N/A	Johnson
	Water leaks detected	5	3	2	3	2	7							3.67	7.00	2.00	>=3	Johnson
	Hot Sockets identified	0	0	0	0	0	0							0.00	0.00	0.00	N/A	Johnson
	Backfeed detected	1	0	0	0	0	0							0.17	1.00	0.00	N/A	Johnson
	Labor hours spent on comms issues	39	40.75	5	25	74.5	32							36.04	74.50	5.00	N/A	Johnson
	Meter Malfunctions Caught	1	1	2	1	1	1							1.17	2.00	1.00	N/A	Johnson

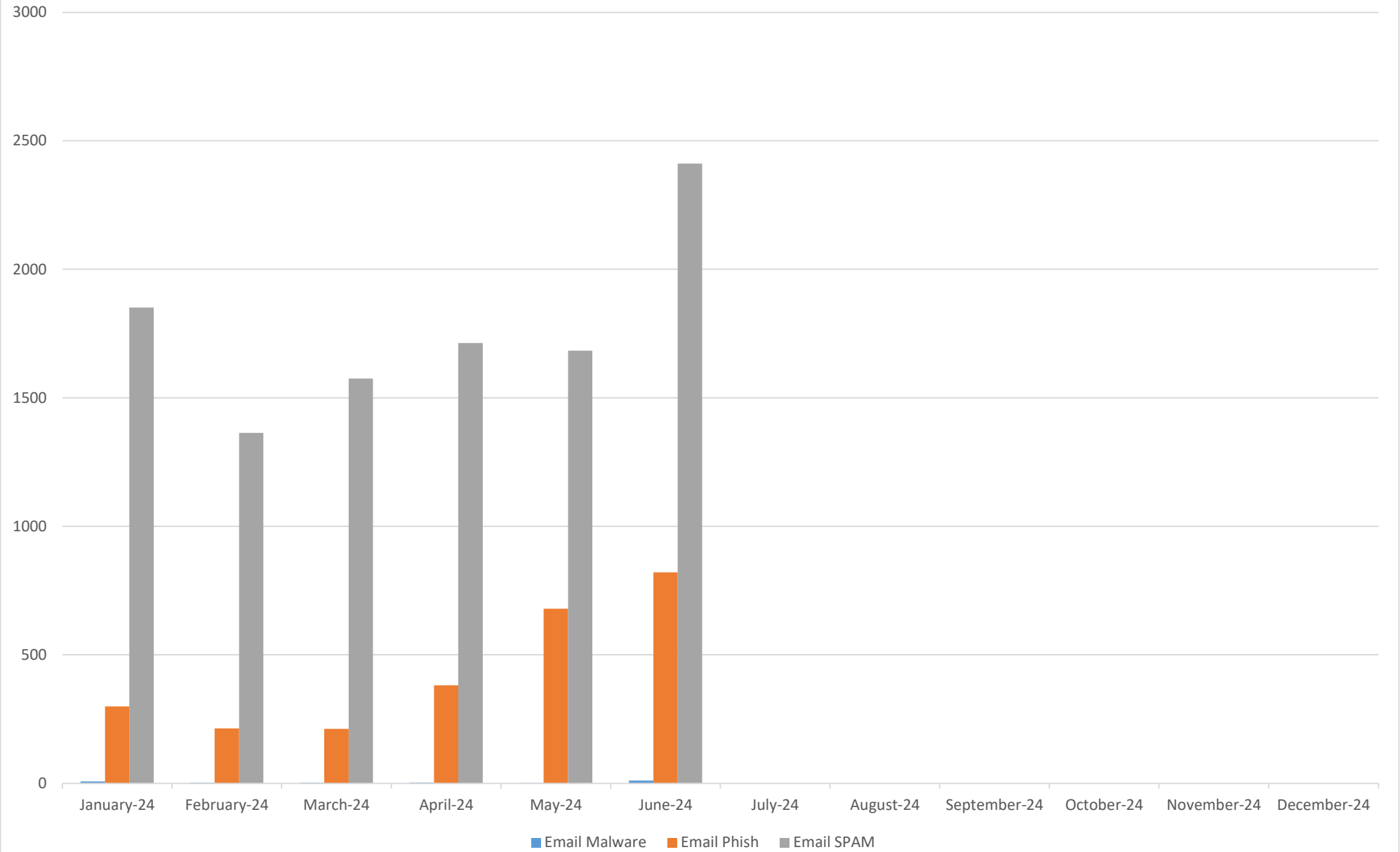
Vision: We are recognized for excellence in our community, our state and nationwide.

Mission: We enhance the quality of life in our community by safely and reliably delivering customer-focused utility services.

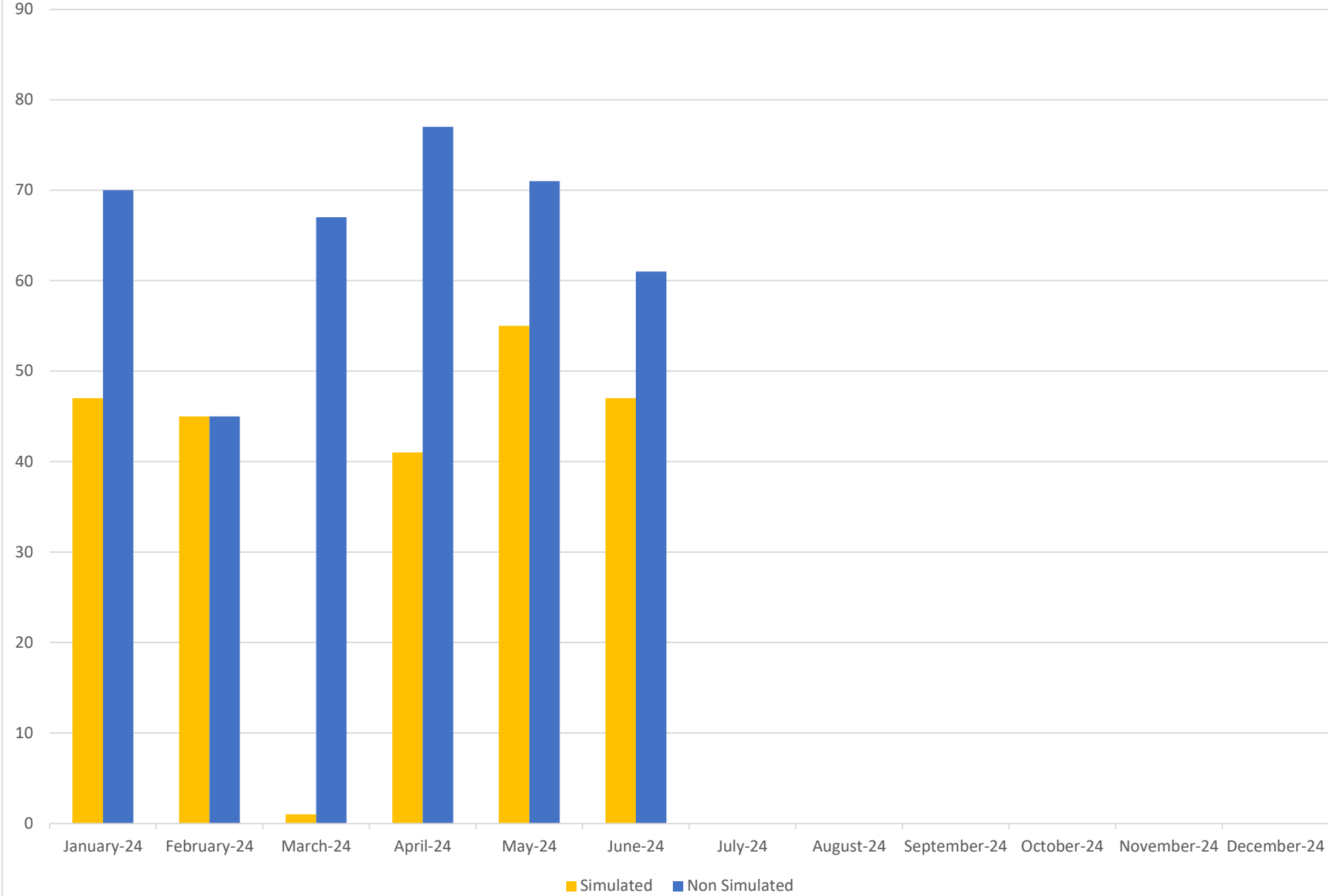
Core Values: Customer Focus, Safety, Accountability and Pursuit of Excellence.

IT Security Metrics

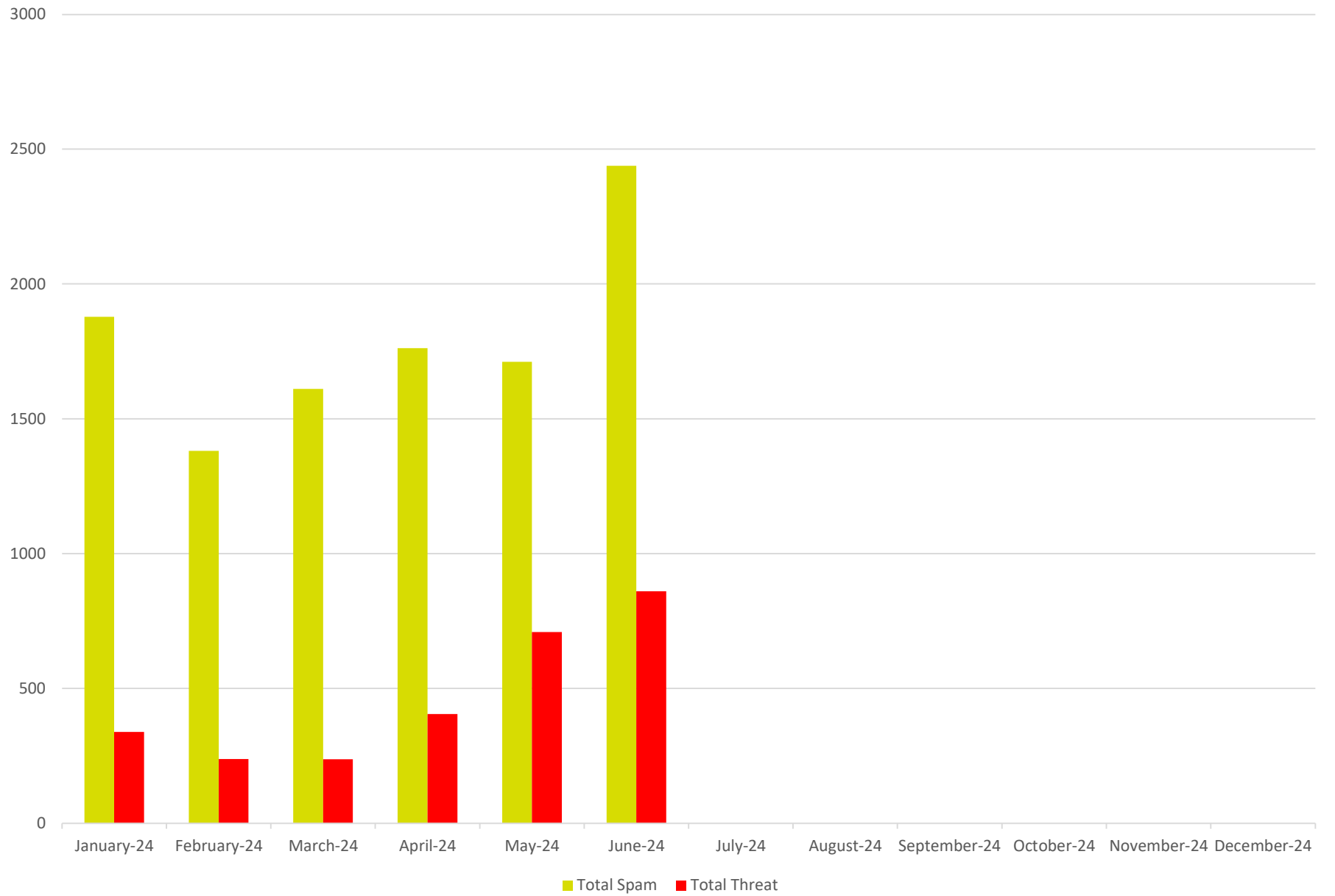
Email Security Metrics - Prevented



Email Security Metrics - Reported



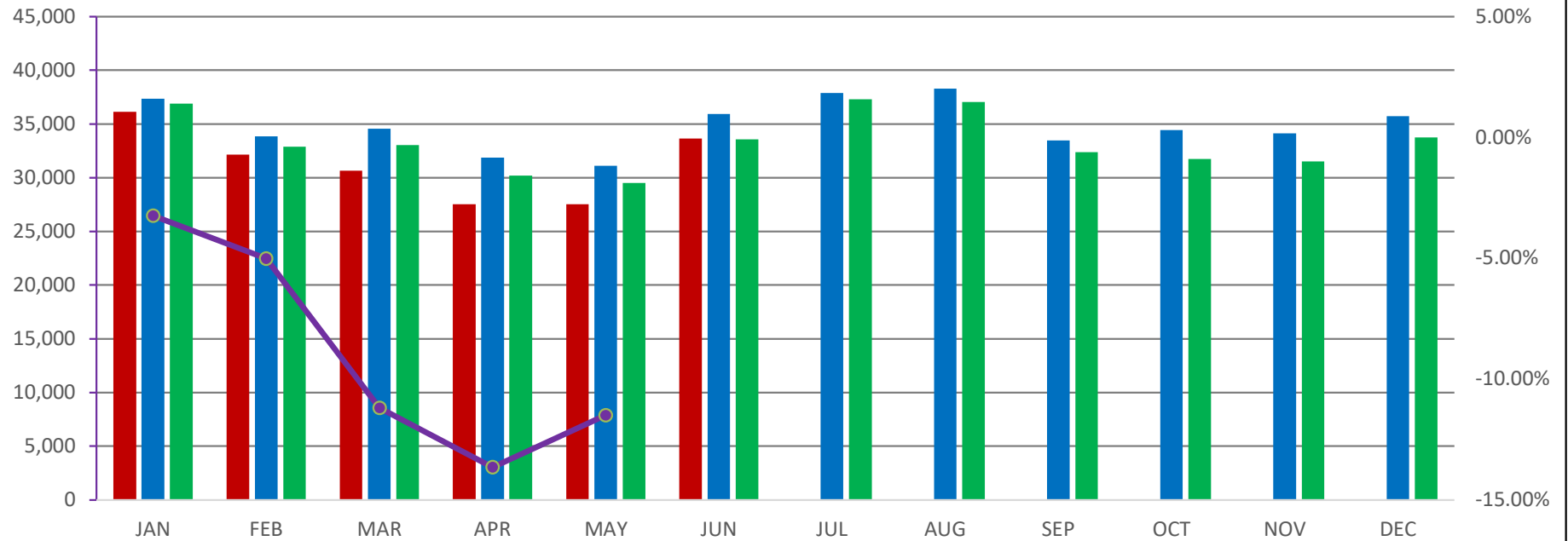
Email Security Metrics - Total Stopped



Load Forecast / Generation Metrics

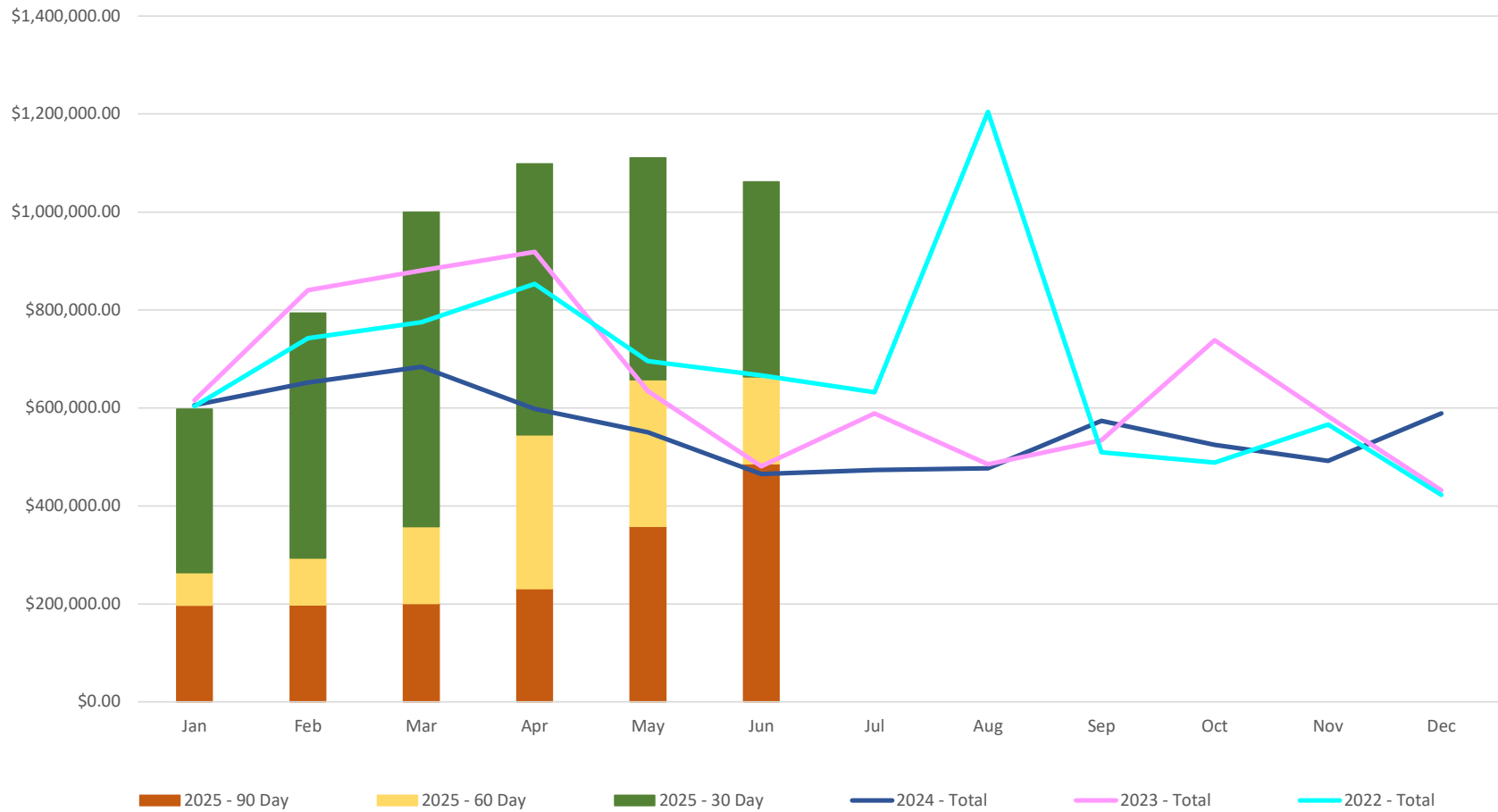
OPU Electric MWH System Requirements

2025 Forecast 2024 Variance Actual to Forecast

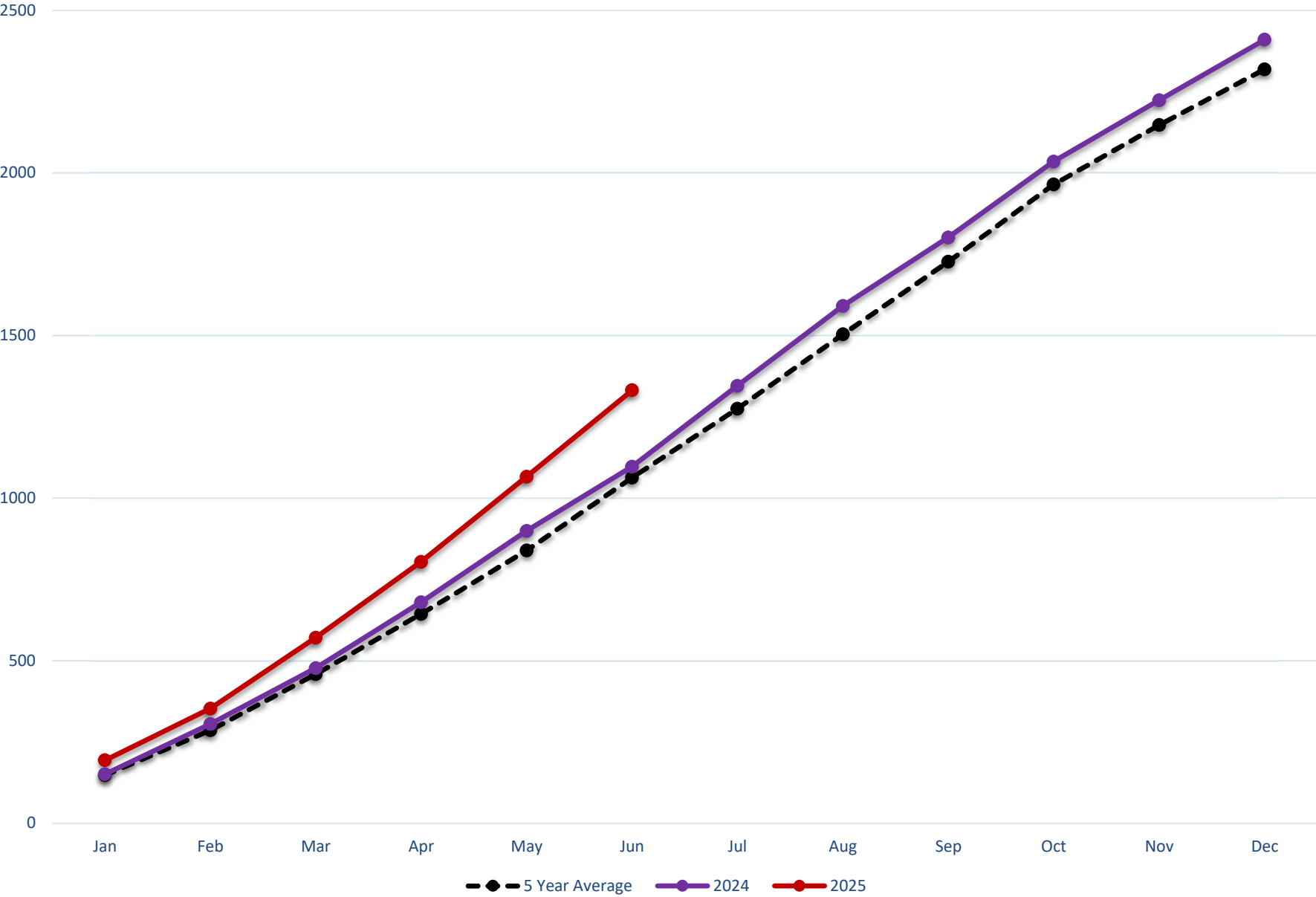


Customer Service Metrics

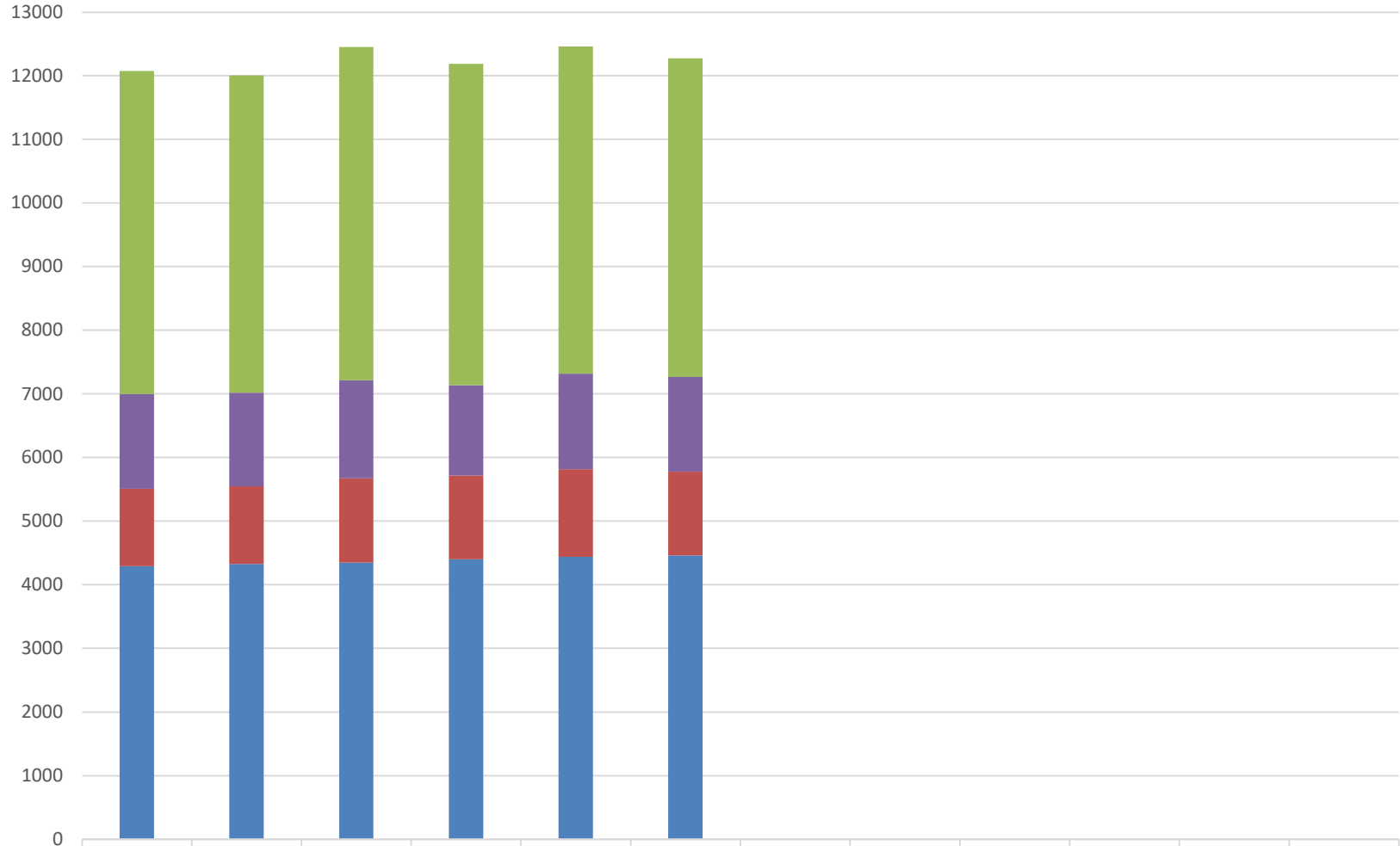
Accounts Receivable - Past Due All Accounts Aging History -Combined E, W & G



Year to Date Move Orders (Transfers)



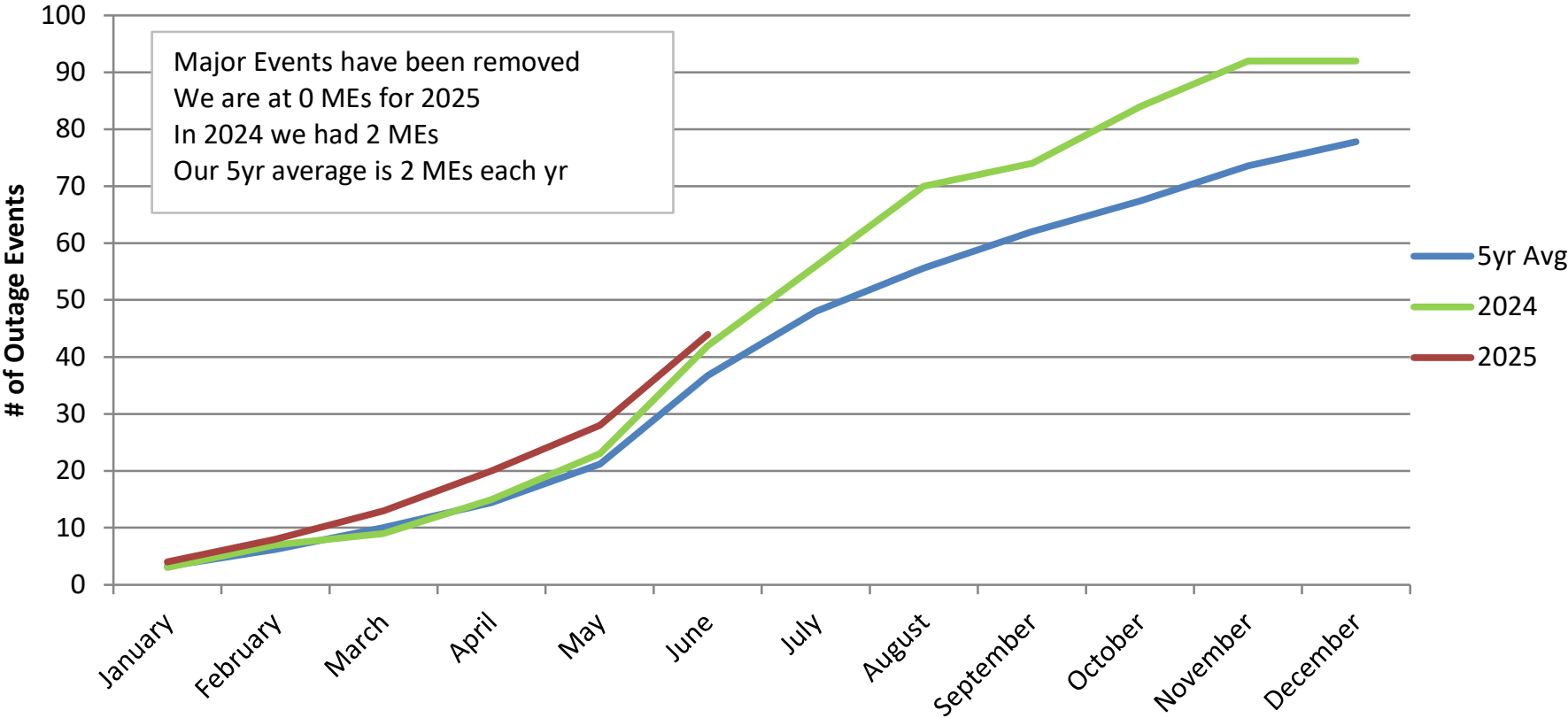
2025 Customer Bill Payments by Payment Method



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Virtual One-Time	5077	4985	5235	5051	5140	5010	0	0	0	0	0	0
Mail Check	1490	1473	1543	1422	1505	1487	0	0	0	0	0	0
Visit Lobby	1214	1218	1325	1316	1374	1316	0	0	0	0	0	0
Recurring Autopay	4293	4328	4347	4399	4440	4461	0	0	0	0	0	0

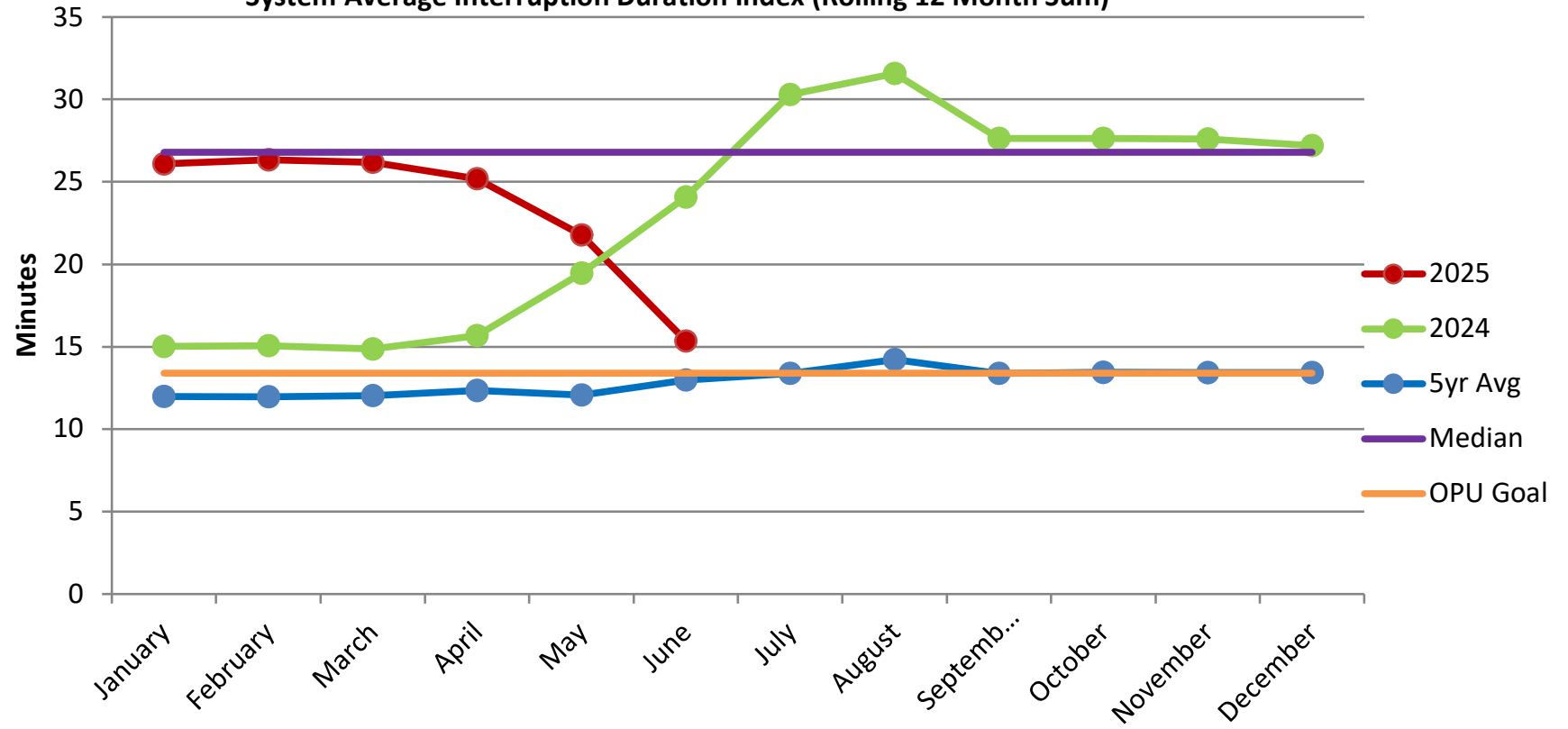
Electrical System Metrics

YTD OUTAGE EVENT COUNT



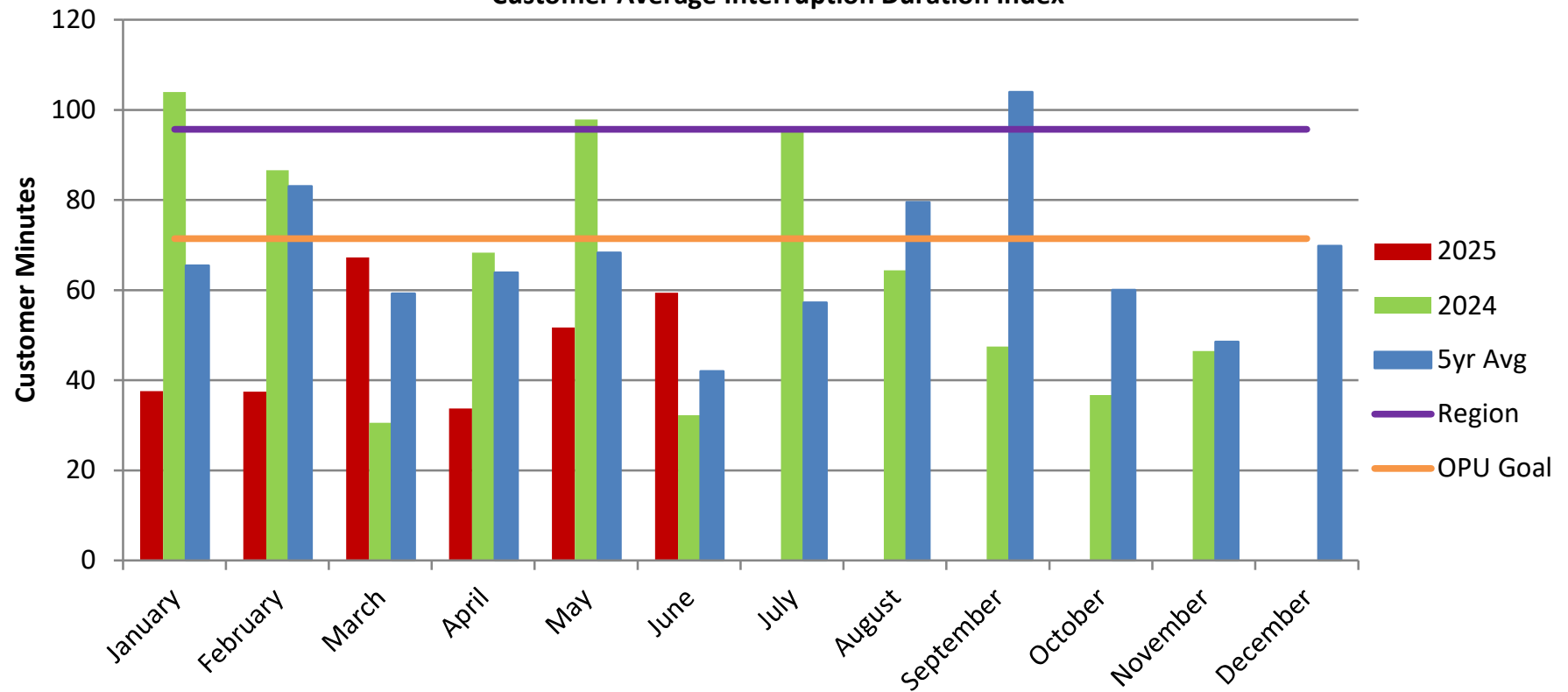
SAIDI

System Average Interruption Duration Index (Rolling 12 Month Sum)



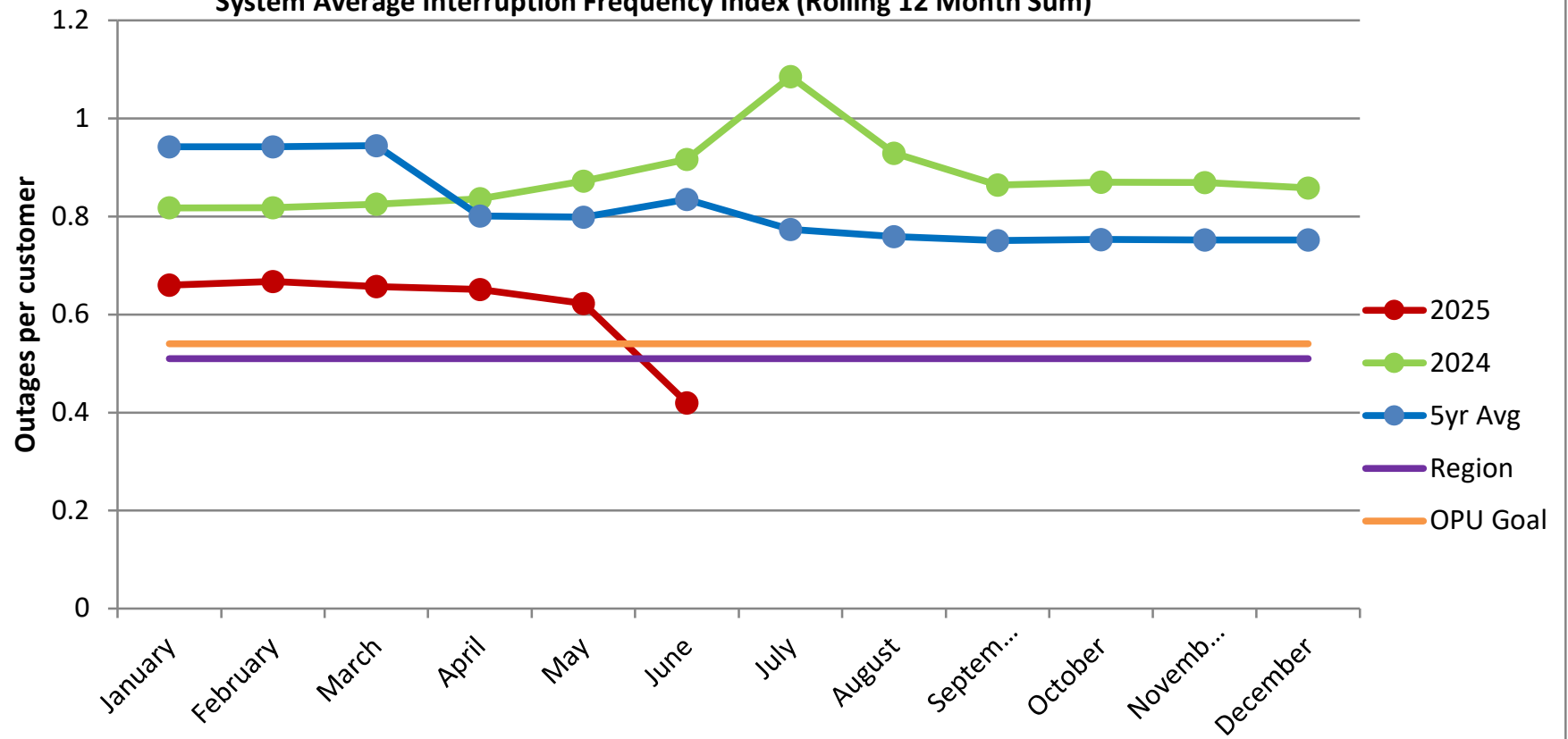
CAIDI

Customer Average Interruption Duration Index



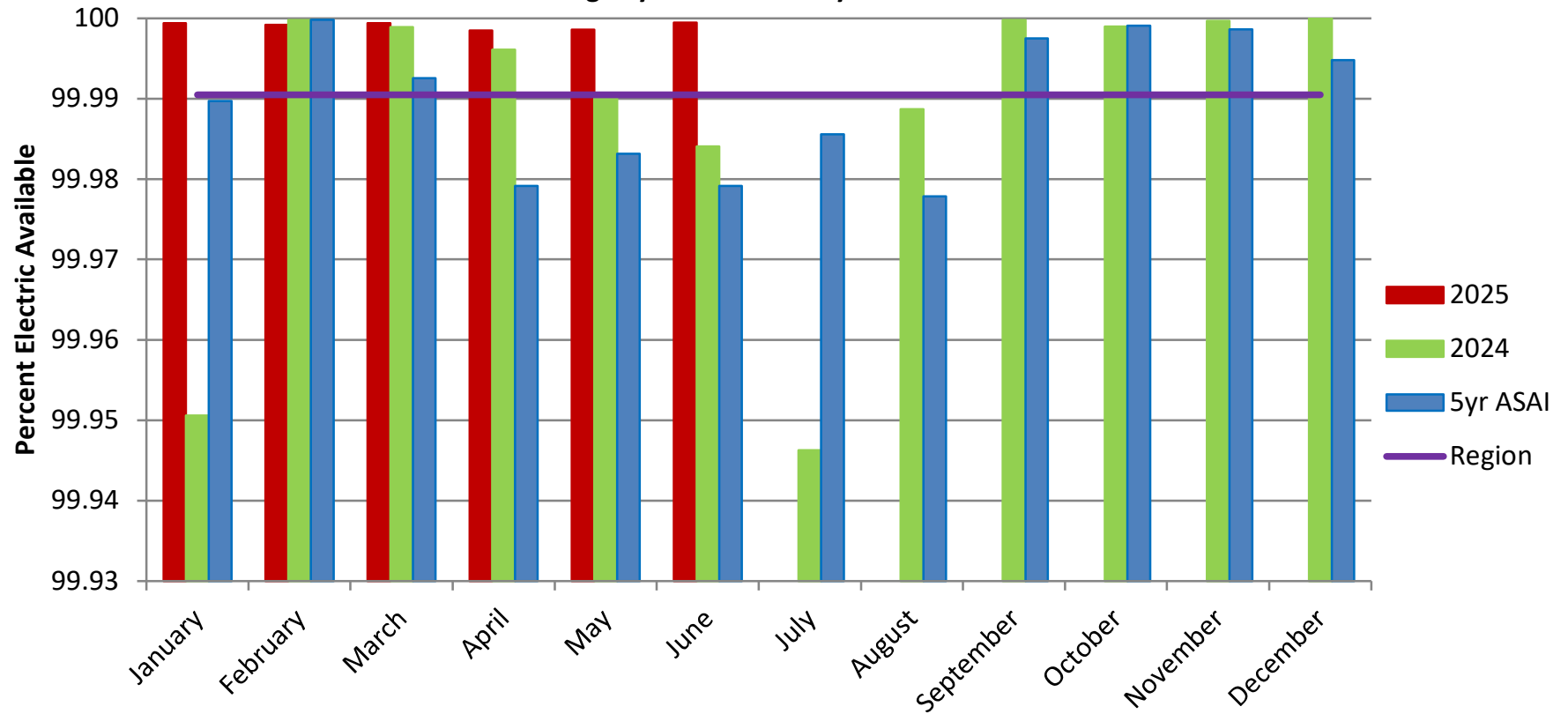
SAIFI

System Average Interruption Frequency Index (Rolling 12 Month Sum)

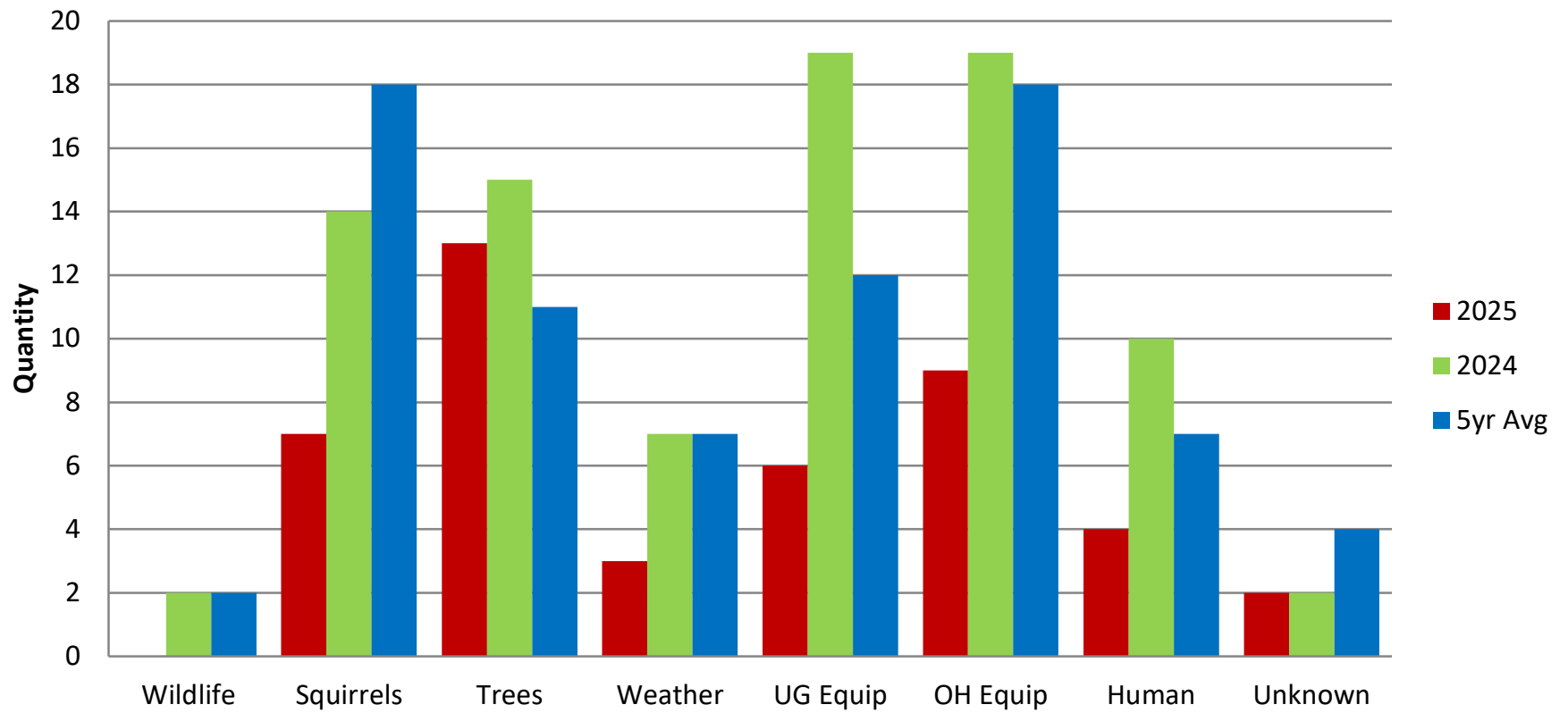


ASAI

Average System Availability Index

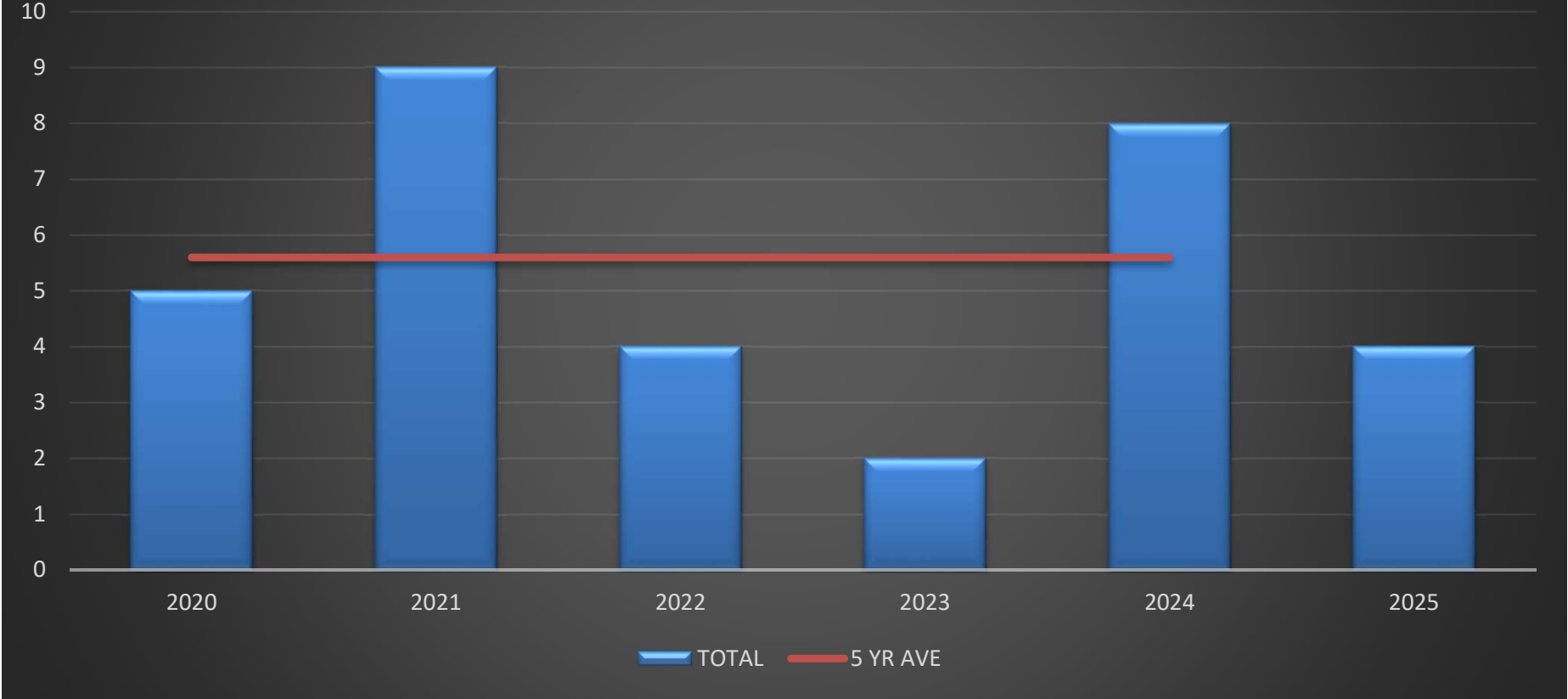


Outage Causes



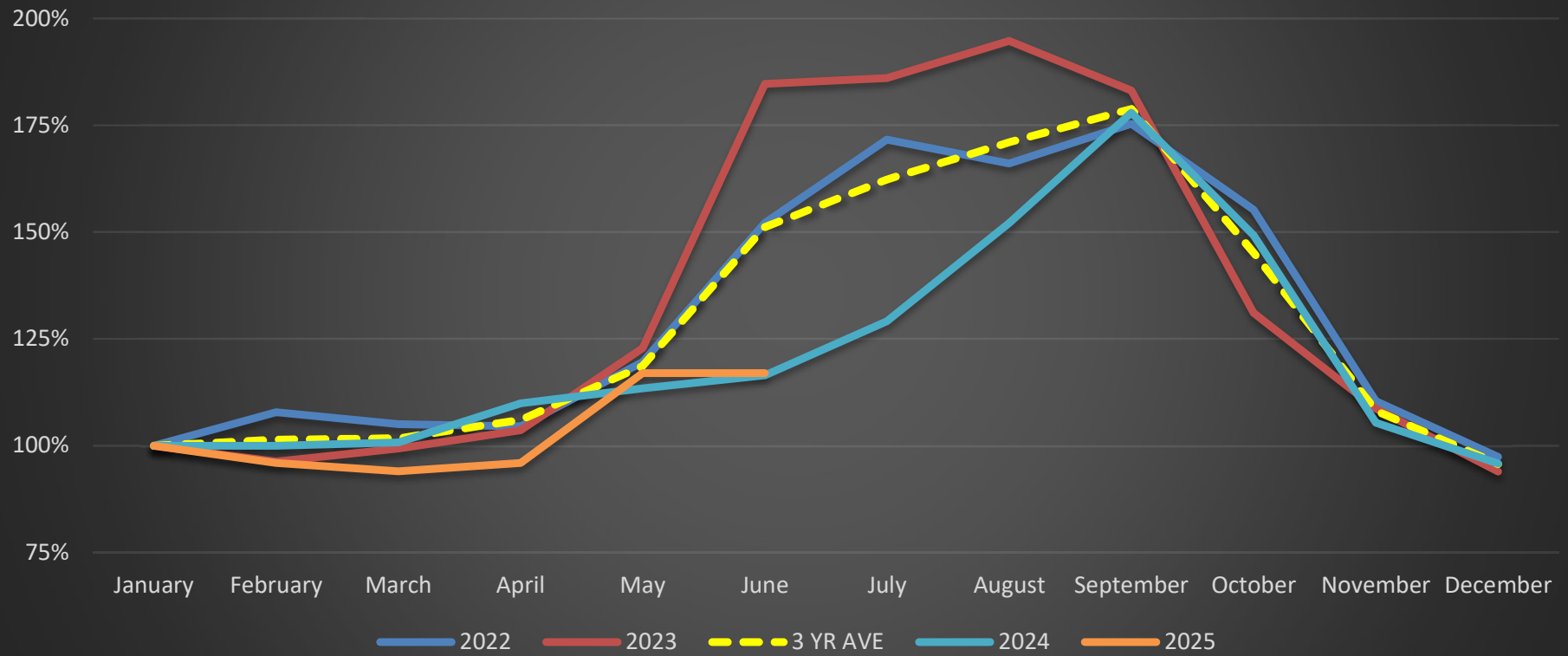
Gas System Metrics

GAS HITS

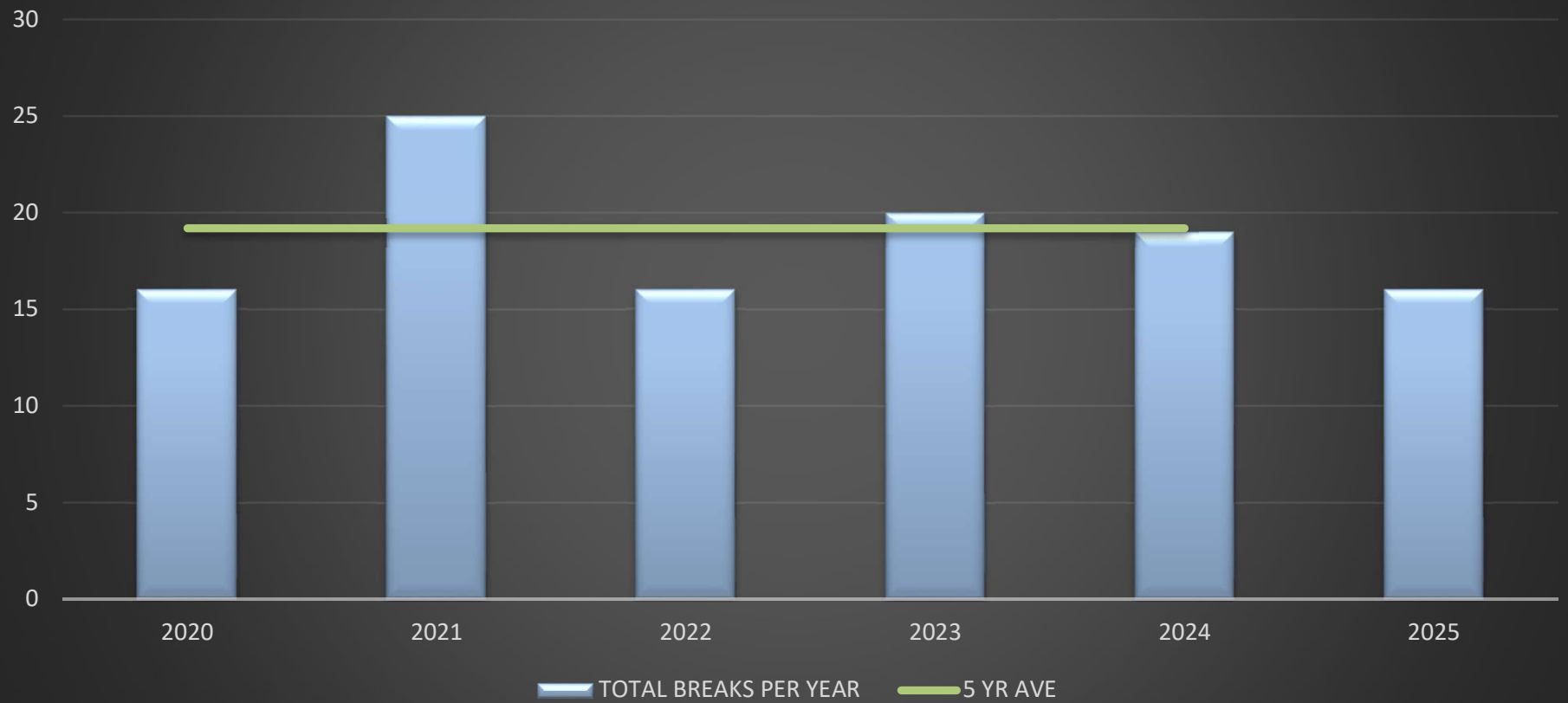


Water System Metrics

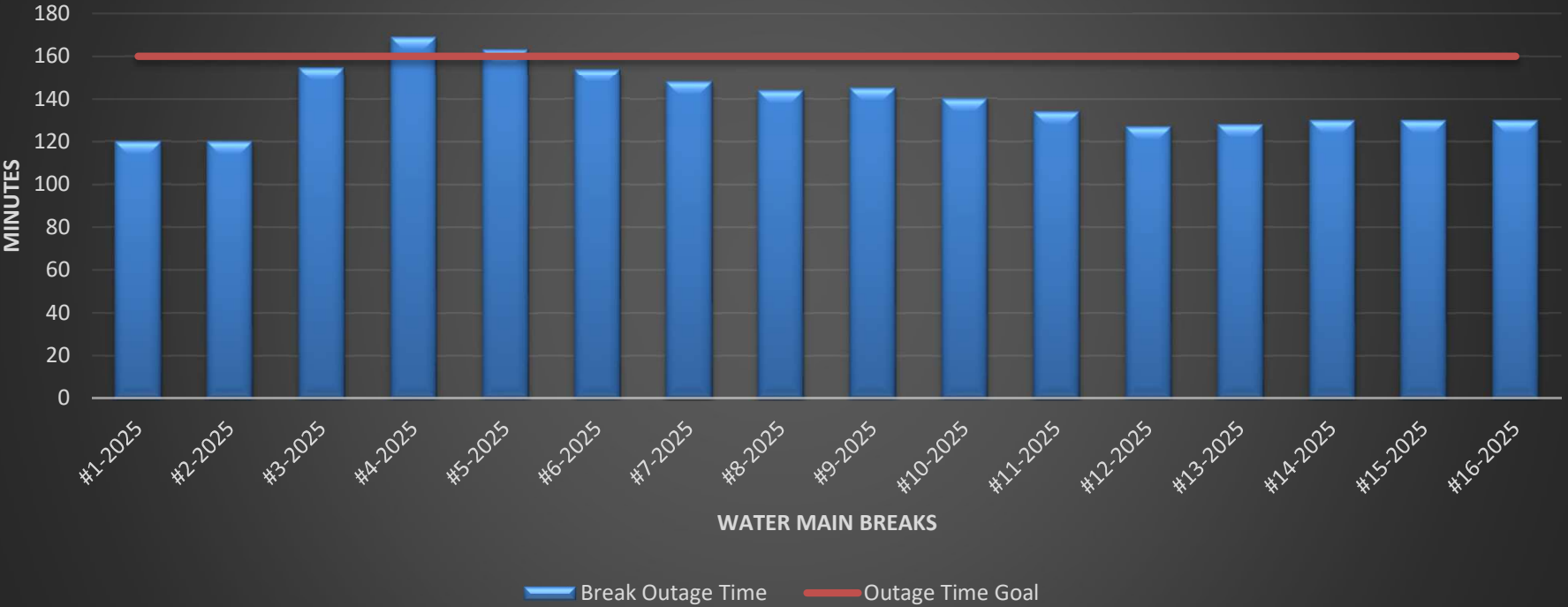
PERCENT OF JANUARY WATER USAGE



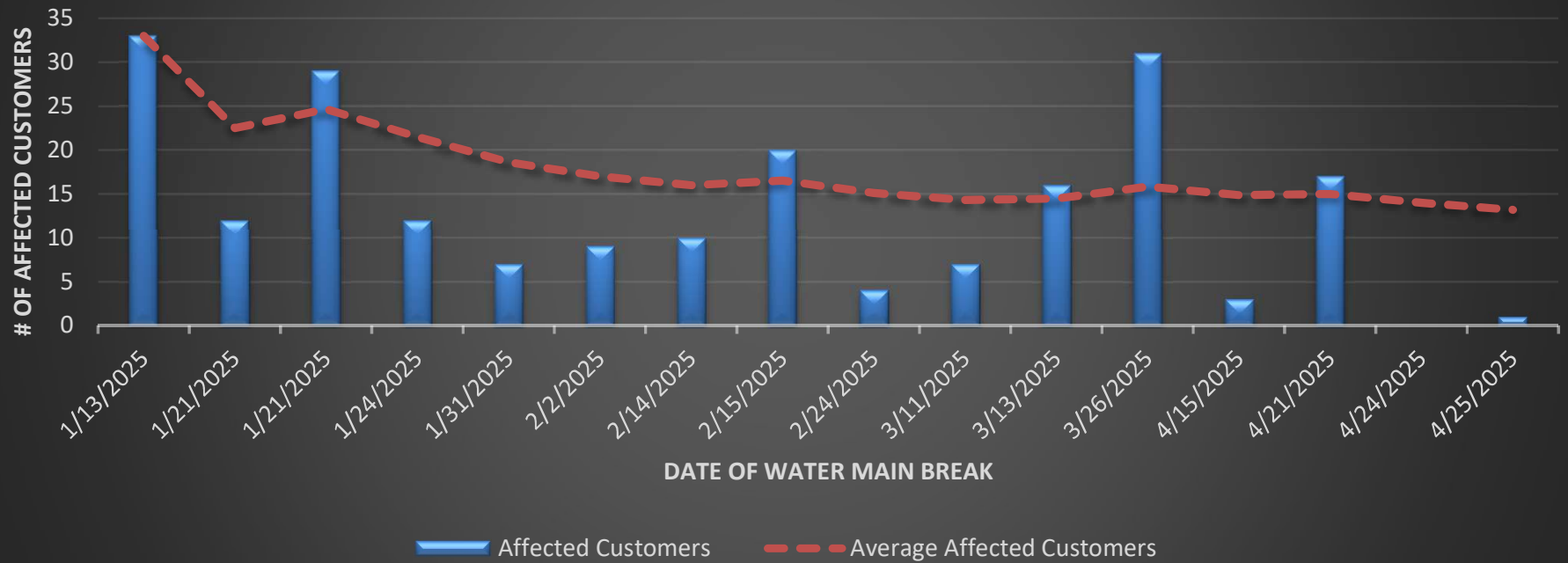
WATER MAIN BREAKS



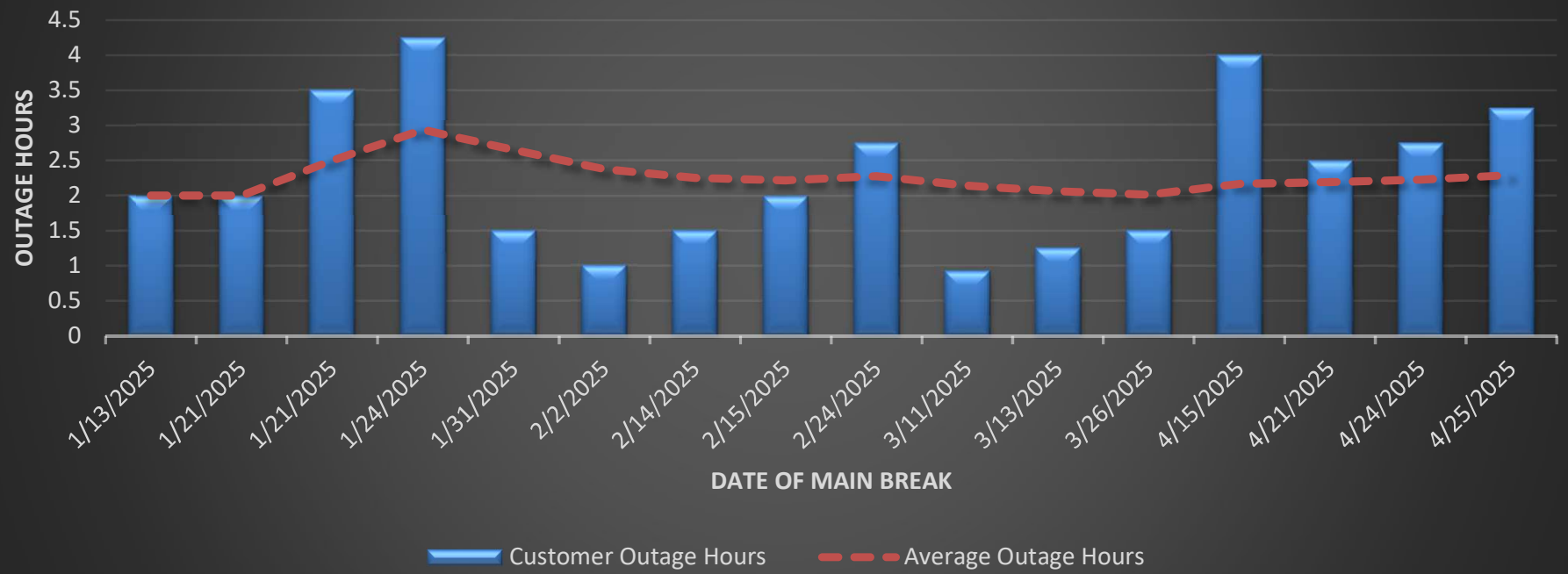
2025 WATER RELIABILITY - CAIDI



2025 AFFECTED CUSTOMERS



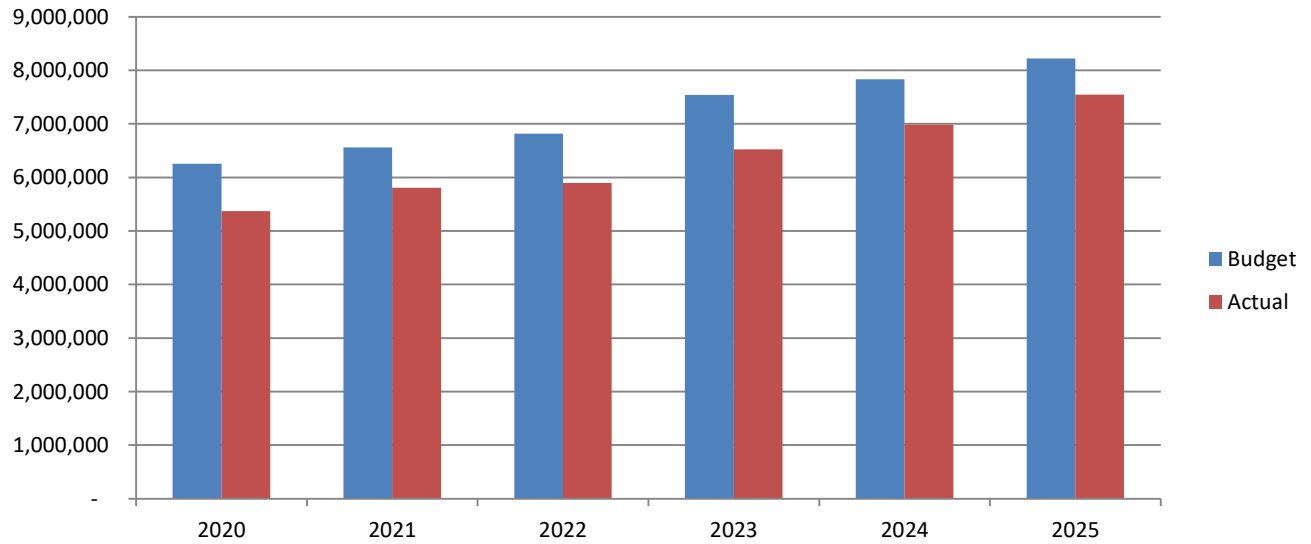
2025 OUTAGE HOURS



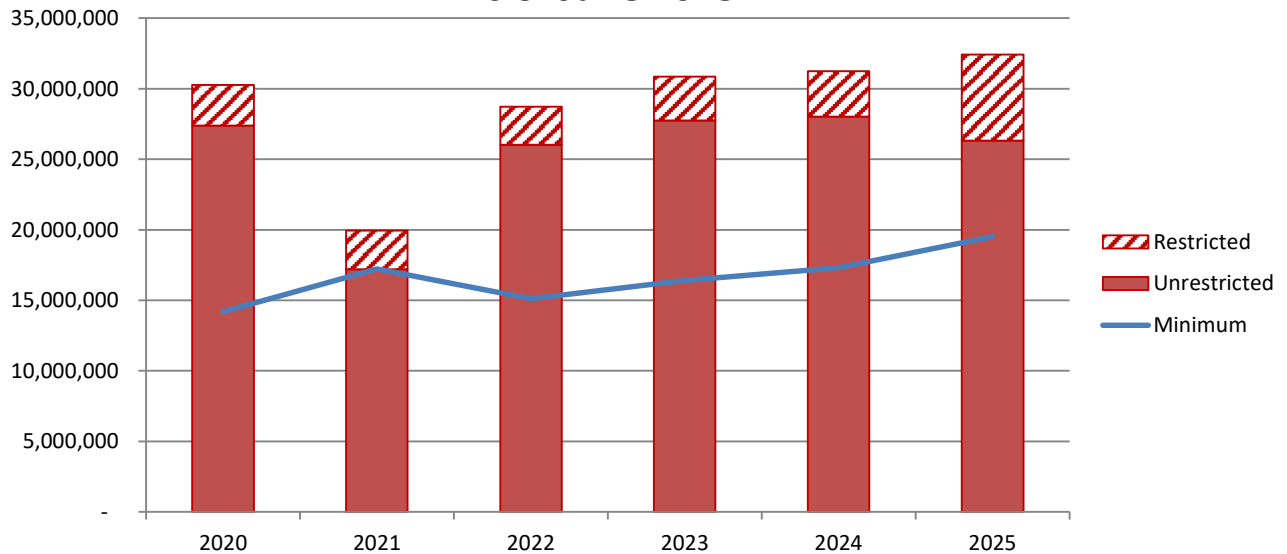
Financial Metrics

Owatonna Public Utilities Financial Metrics

Controllable Costs As of June 2025



Reserve Levels As of June 2025



SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
Minutes of the Board of Directors' Meeting
June 12, 2025

President Moulton called the meeting to order at 9:00 a.m. at the Owatonna Public Utilities in Owatonna, Minnesota.

Mayor Jessop welcomed the members and guests to Owatonna.

Board Members Present:

President Peter T. Moulton, Saint Peter; Vice President Roger E. Warehime, Owatonna; Secretary James R. Bakken, Preston; and Bruce A. Reimers, New Prague.

Board Members Absent:

Mark E. Nibaur, Austin; and Timothy M. McCollough, Rochester.

Others Present:

David P. Geschwind, Executive Director & CEO; Jerry Mausbach, Blooming Prairie; Miles Heide, Julie Zarling, Fairmont; Matt Jessop, Damian Baum, Christian Fenstermacher, Tim Linders, Owatonna; Keith Butcher, Princeton; Jason Halvorson, Redwood Falls; Bill Bullock, Rochester; Chris Rolli, Spring Valley; Craig Anderson, Wells; Marquees Kimmey, Parker Ormonde, The Energy Authority; Michelle Neal, Xcel Energy; Jim Landsem, Patrick Seitz, Elliot Christensen, Marcus Greg, Lower Sioux Indian Community; Beth A. Fondell, Naomi A. Goll, Joseph A. Hoffman, Rebecca J. Schmitz, and Jeremy B. Sutton of the Agency staff.

Others Present Via Conference Call:

Mike Roth, Shane Steele, Grand Marais; Mike Geers, Litchfield; Joe Kohlgraf, Mora; Chris Lewis, The Energy Authority; and Mark Glaess, Lower Sioux Indian Community.

#1 Agenda Approval:

Mr. Bakken moved to approve the agenda, seconded by Mr. Warehime, passed upon a unanimous vote of the board members present.

#2 Consent Agenda:

Mr. Reimers moved to approve the consent agenda, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

APPROVED the May 14, 2025 board meeting minutes.

#3 Sherco 3 Operations Review-Sutton/Michelle Neal-Xcel Energy:

Ms. Neal, Sherco Plant Director, reported on the Sherco 3 2024 operating performance and

indicated performance improved in 2024 due to the work performed during the 2024 outage and there is great performance in 2025. The coal crusher unit was upgraded, which improved performance.

Key issues were highlighted related to reliability performance, environmental performance, and O&M and capital performance.

Ms. Neal expressed appreciation to SMMPA's Sherco 3 Consultant Mr. Mike Grimsley for his wisdom and knowledge. Mr. Grimsley is a great resource for SMMPA and Xcel Energy and his partnership is appreciated.

Sherco 3 Planned Outage

A Sherco 3 planned outage will occur Spring 2026 to prepare the unit for operation to the planned retirement date.

Ms. Neal addressed the significant capital projects that are scheduled for 2025 to 2029 to make sure Sherco 3 is reliable.

Discussion.

Greenhouse Gas Emission

The U.S. Environmental Protection Agency has been making changes to the Greenhouse Gas Emission Guidelines for existing fossil-fuel fired power plants. Continue to watch as this unfolds.

#4 Risk Analysis Study Results-Sutton/The Energy Authority:

Mr. Sutton introduced Mr. Marquees Kimmey, The Energy Authority (TEA).

Mr. Kimmey introduced Mr. Parker Ormonde, TEA Quantitative Analyst.

Mr. Kimmey, TEA Portfolio Analyst, reported on the results of the semi-annual risk study. The risk study is a detailed analysis of the Agency's load and generation, and natural gas and energy market prices that evaluates many different scenarios to identify potential economic risks to the Agency.

Discussion.

Mr. Chris Lewis, TEA Senior Financial Gas Trader, reported on the current natural gas projections and hedge opportunities.

Hedge Recommendations

Based on the results of the analysis, TEA recommended certain hedge purchases during the Sherco 3 planned outage during Spring 2026. TEA will continue to refine their recommendation based on specific hedge purchase opportunities and prices.

After a short break, the board reconvened at 10:34 a.m.

#5 Lower Sioux Indian Community:

Mr. Geschwind introduced members and representatives of the Lower Sioux Indian Community (LSIC): Jim Landsem and Patrick Seitz with SolGlo Energy; Elliot Christensen, and Marcus Greg.

Mr. Jim Landsem thanked SMMPA for inviting them to attend today's meeting. The tribal group operates Jackpot Junction, Morton, MN, near Redwood Falls, MN, and is looking at forming their own utility and are currently buying electricity from Xcel Energy. LSIC is also contemplating installing solar generation sized to serve their loads. However, they would need back up power from SMMPA.

Mr. Christensen reported that LSIC is interested in a utility partnership to accomplish their goal and have SMMPA as back-up power.

Discussion.

Mr. Geschwind indicated that SMMPA would need to model the addition of the LSIC to the Agency to determine anticipated financial impacts. Mr. Geschwind also discussed the existing member-Agency arrangements and how the Agency could be interested in purchasing the output of LSIC solar projects depending on price and schedule. He also discussed the system-Agency approach used by the existing SMMPA members.

Next Steps

Agency staff will work with the LSIC to obtain information necessary for modeling.

#6 Short-Term Forecast-Schmitz:

Ms. Schmitz reported on the short-term forecast.

The forecast and assumptions were reviewed. Results of this forecast are similar to the long-term forecast that was prepared in December 2024, but show a possible larger rate decrease in 2026.

Discussion.

Financial Cases

Case 1 – Base Case.

Case 2 – High LMPs and Natural Gas – 50% High LMPs and Natural Gas.

Case 3 – Sherco 3 unavailable for 6 months – Sherco 3 out unexpectedly from February 2027 to July 2027.

Case 4 – Large Weather Event – Large winter storm affected LMPs modeled after Winter Storm Uri in February 2027.

Case 5 – Sherco 3 unavailable for 6 months & Large Weather Event – Sherco 3 out unexpectedly from February 2027 to July 2027 and large winter storm affected LMPs modeled after Winter Storm Uri in February 2027.

#7 Revolving Credit Agreement Renewal-Fondell:

Ms. Fondell reported on the Revolving Credit Agreement (RCA) renewal. The current RCA with U.S. Bank expires on October 31, 2025.

SMMPA's financial advisor, Public Financial Management, assisted with comparative analysis and negotiations. Proposals were received from three banks: U.S. Bank, Bank of America, and RBC. Ms. Fondell provided an overview and comparison of each bank's terms. The RBC proposal was deemed to be the most favorable given recent interest rates. Bank of America provided the next best proposal. RBC has internal goals related to working with companies with carbon emissions that may prevent them from working with the Agency, and their proposal was contingent on their further internal review.

Discussion.

Recommendation

Seek board approval to proceed with a Revolving Credit Agreement with RBC or Bank of America or defer decision to the July board meeting.

Mr. Warehime moved to approve the Revolving Credit Agreement with RBC unless RBC is unable to commit to providing financing without limitations from their internal policy goal, in which case the Agency may proceed with Bank of America, seconded by Mr. Reimers, passed upon a unanimous vote of the board members present.

Government Affairs/Member Services Report-Hoffman:

Mr. Hoffman summarized the government affairs/member services report detailed in the board book.

SES Personal Tax Exemption Bill

The Steele Energy Station (SES) property tax exemption language was included in the Senate Omnibus Taxes but was not included in the final Senate/House tax bill. SMMPA will continue pursuing legislation next year.

APPA eReliability Tracker

SMMPA purchased a group membership for the APPA eReliability Tracker making the service available to SMMPA members at no additional cost. APPA will transition to an updated version of the tracker platform this fall.

Drive Electric MN Group Membership

Drive Electric MN is a coalition of utilities and other organizations that promote adoption of electric vehicles. Drive Electric MN modified their membership structure to no longer allow SMMPA members to participate under SMMPA's membership. SMMPA members will receive a 25% discount on dues.

Pollinator Habitat Program

Saint Peter received their requested plants.

SMMPA Member Scholarship Program

There was a member that did not award scholarships this spring but may fund scholarships next year.

Retirement Recognition

John O'Neil, SMMPA Manager of Energy Efficiency & Member Support Programs, announced he will be retiring and his last day in the office is July 3, 2025. SMMPA has been interviewing candidates for the position.

Operations Report-Sutton:

Mr. Sutton reported:

Sherco 3 Planned Outage Hedges

Two energy hedge purchases (around the clock 50 MW and on-peak 50 MW) are in place for the planned Sherco 3 outage May 28, 2025 to June 13, 2025.

SES Update

Authorized two change orders for adding reactors to the generators for the Steele Energy Station. Also added fiber optic communication to accommodate remote operation at the Owatonna Energy Station.

Retirement Recognition

Bob Heine, SMMPA Generation Project Manager, announced he will be retiring the end of this year. Clint Schumacher, SMMPA Manager of Agency & Member Generation, will contact the members for feedback on this position.

North Branch Transmission Pole Relocation

The transmission pole relocation in North Branch will occur by August 2025. \$32,800 was authorized for the engineering work by the SMMPA CEO, and another \$95,000 was authorized to proceed with the project for a total project cost of \$125,000.

Market Price Update

A graph of recent natural gas and on-peak electricity prices was discussed.

Financial Report April 2025-Fondell:

Ms. Fondell summarized Agency financial results through April as provided in the board book materials.

Pre-Payment Program

The Pre-Payment Program Working Session is scheduled for June 30, 2025.

Underwriter RFP Update

Requests for proposals were received from Morgan Stanley, Bank of America, and RBC for the SMMPA bond refund this fall. Interviews will be conducted on June 12 and 13, 2025.

Retirement Recognition

Kevin Hafner, SMMPA Human Resources & Insurance Administrator, announced he will be retiring and his last day in the office is July 3, 2025. SMMPA will be interviewing candidates for the position.

President's Report:

Mr. Moulton reported:

- SMMPA Alternate Representative: The change of alternate representative for the City of Blooming Prairie from Dennis Heimerman to Doug Hillson was effective June 10, 2025. (Attachment A.)
- SMMPA Staff Recognition: SMMPA staff members recognized for their significant roles at SMMPA were Kevin Hafner, Todd Heins, and John O'Neil.
- APPA National Conference: The APPA National Conference was held June 8-11, 2025 in New Orleans, Louisiana. Representatives from New Prague, Owatonna, Rochester, Saint Peter, and SMMPA attended the conference. It was a good conference.

Executive Director & CEO's Report:

Mr. Geschwind reported:

- SMMPA Board Position: Saint Peter announced their candidacy for re-election for the SMMPA Board position, currently held by Saint Peter, with the election on October 17, 2025.

Member Forum:

None.

Other Business:

There was no other business.

Adjourn:

A motion to adjourn the meeting was made by Mr. Reimers, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

The meeting was adjourned at 12:14 p.m.

Secretary