PRINCETON PUBLIC UTILITIES COMMISSION
SPECIAL MEETING
Mille Lacs Historical Society Amdall Room
101 10th Avenue South
Princeton, MN 55371
January 26th, 2022 1:00 P.M.

1. **Call to Order – Roll Call**
2. **Approval of Agenda – Additions or Deletions**
3. **Swearing in Commissioner Dan Erickson**
4. **Welcome to Liaison Zimmer**
5. **Election of Officers**
   a. Chairman
   b. Secretary Appointment
6. **Approval of Minutes**
   a. Public Utilities Commission – Regular Meeting – December 15th, 2021
7. **Public Comment**
   (This agenda section is for the purpose of allowing customers to address the Commission. Comments are limited to 3 minutes)
8. **Resolution 22-01: Official Depositories**
9. **Resolution 22-02: Official Newspaper**
10. **Certification of Accounts Payable**
11. **Reports and Presentations**
    a. SMMPA Reports
    b. Financial Reports
    c. EV Usage
12. **Updates**
    a. Electric Department updates (Linden)
    b. Water/Power Plant Department Updates (Schmit)
    c. City of Princeton update (McPherson/Zimmer)
    d. General Manager's update (Butcher)
13. **Ongoing Business**
    a. Electric System Long-Term Plan
    b. 2022 Rate Study
    c. ACH Discussion
       i. Memo 22-01: ACH Credits
    d. Convenience Fee
       i. Memo 22-02: Convenience Fees
14. **New Business**
    a. Memo 22-03: 2022 Minnesota Pay Equity Report

b. Memo 22-04: Deposit Refund Terms
c. Memo 22-05: Deposit Interest Rates
d. Memo 22-06: Tort Liability Waiver Form
e. Memo 22-07: 2022 Cogeneration and Small Power Producer Tariff Annual Update
f. 2022 Roof Replacement Schedule Discussion
g. Tour Discussion
    i. To conduct at next PUC meeting or separate day/time?

15. Adjournment

a. Picture of new Commission

Oath of Office for Commissioners

"I, **Dan Erickson** do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of Princeton Public Utilities Commissioner of the city of Princeton, Minnesota, to the best of my judgment and ability."

_____ _____

Signed Date

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

December 15, 2021, 1:00 P.M.

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10th Avenue South, on December 15, 2021, at 1:00 P.M.

Present: Chairman Greg Hanson and Commissioners Dan Erickson and Richard Schwartz.

Absent: None.

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Councilor Jules Zimmer, City Administrator Michele McPherson, Electric Superintendent Jeremy Linden and Water Supervisor Scott Schmit.

Meeting was called to order by Chairman Hanson at 1:03 P.M.

Chairman Hanson called for additions or deletions to the agenda. There were none.

Mr. Schwartz made a motion to approve the agenda of the December 15, 2021 Regular PUC Commission Meeting. Mr. Erickson seconded. Motion carried unanimously.

Mr. Schwartz moved to approve the Minutes for the November 17, 2021 Regular PUC Commission Meeting and the December 7, 2021 PUC Work Study Meeting. Mr. Erickson seconded. Motion carried unanimously.

There were no Public Comments.

After a discussion, Mr. Schwartz made a motion to approve the certification of accounts payable for the period of November 1, 2021 through November 30, 2021. Mr. Erickson seconded. Motion carried unanimously.

6. REPORTS:

a. The December SMMPA Key Metrics worksheet and November 10th Board Meeting minutes were presented. There was a discussion on SMMPA's coal.

b. The October 2021 PUC financial reports were presented.

7. UPDATES:

a. In the Electric Department, Electric Superintendent Jeremy Linden reported they have been working on house services and final AMI change outs after Thanksgiving. Sunken Ship Brewery is waiting on parts to complete their hook-up. They assisted Mille Lacs County in cutting down some trees, have

had some MMUA training, put up Christmas decorations and removed the overhead service for the new Mark Park scoreboard. They have started working on inventory counts for year end.

b. In the Generation Plant, Water Superintendent Scott Schmit reported the monthly test runs were done. They have been working on maintenance on Engine #4.

   In the Water Department, Water Superintendent Scott Schmit reported new hire Shane Patrin started work on December 13th. They have been working on locates, year-end inventory and maintenance. The water meter registers are in but still waiting on the AMI water nodes.

c. City Administrator Michele McPherson reported the City of Princeton held their Truth in Taxation meeting. There was no public in attendance to the meeting. Sewer rates will be going up in January 2022. The City of Princeton is working with partners on the radio simulcast project. They are still waiting to receive notice on an EDA grant they applied for in 2021 to help fund the project. She updated the PPU Commission on other recent City activities and projects.

d. General Manager Keith Butcher reported the following:
   i. The annual reporting will begin January 1st with the Pay Equity report being due January 31st.
   ii. Staff annual reviews are underway and will be completed by January 1st.
   iii. Holiday hours for PPU are as follows: the PPU Office will be closed on December 24th in observation of Christmas and December 31st in observation of New Year's.
   iv. Work has been progressing on improving the physical security of our servers.
   v. The Yukon server was upgraded on Wednesday, December 1st.
   vi. Nancy Kelly, SMMPA ESR, was in Princeton on December 1st to work on current commercial projects. She is working on a potential article for Mike's Discount Foods. He reminded all PPU customers to submit their 2021 rebate applications before year end. 2022 rebate offers will be on PPU website January 1st.
   vii. General Manager Keith Butcher has joined SMMPA's Audit Review Committee. They meet twice a year to work with SMMPA's auditors and review their findings before they are presented to the Board. The committee met December 8th and reviewed the auditor's plan.
   viii. PPU participated in the Mini Dazzle Parade on November 27th.
   ix. The MN Public Utilities Commission unanimously approved the service territory agreement with East Central Energy on December 2nd. They have instructed staff to update the GIS system accordingly.
   x. General Manager Keith Butcher met with Sondra Erickson yesterday to discuss issues facing municipal utilities. She also received a tour of PPU's facility.
   xi. General Manager Keith Butcher has a "get to know you" meeting with Connexus scheduled for January 5th, 2022.

8. UNFINISHED BUSINESS:

a. **WELLHEAD PROTECTION PLAN, PART II – RFP RESULTS**
   General Manager Keith Butcher presented Memo 21-35: WHPP, Part II Bid Selection. To complete Part II of the state required Wellhead Protection Plan, PPU is in need of specialized contracting services to inventory potential contaminants for our public water system among other activities. This

update is done every 10 years per state requirements. The RFP for has been sent out with four bids being received. There was a discussion regarding the four bids. Mr. Schwartz made a motion to accept the bid from WSB Engineering to perform required engineering services. Mr. Erickson seconded. Motion carried unanimously.

b. 2021-2023 FINANCIAL AUDIT – RFP RESULTS

PPU was notified that current auditors Mayer, Porter, and Nelson would no longer be offering their auditing services to government clients. An RFP soliciting bids to assume the auditing duties for PPU was issued with four bids being received. There was a discussion regarding the four bids. Mr. Erickson made a motion to accept the bid from Smith Schafer & Associates to perform auditing services for PPU. Mr. Hanson seconded. Mr. Schwartz abstained. Motion carried 2-0.

c. 2022 BUDGET AND FEE SCHEDULE

General Manager Keith Butcher presented Memo 21-37: Proposed 2022 Budget. No rate increase is proposed for 2022. Mr. Schwartz made a motion to approve the proposed 2022 Electric and Water Operating Budgets along with large projects. Mr. Erickson second. Motion carried unanimously.

General Manager Keith Butcher presented Memo 21-38: Proposed 2022 Fee Schedule. Some of the changes include the temporary connection charge would increase from $140.00 to $170.00 and the private hydrant fee would increase from $50.00 to $55.00. Mr. Erickson made a motion to approve the proposed 2022 Fee Schedule. Mr. Schwartz seconded. Motion carried unanimously.

d. 2022 COMMISSION CALENDAR

General Manager Keith Butcher presented Memo 21-39: 2022 Commission Calendar to the PPU Commission for approval. Meetings are held the fourth Wednesday of each month with the November meeting being moved to November 16 due to holidays. There was a discussion on the PPU Commissioners having a tour of the facilities annually. Mr. Schwartz made a motion to approve the 2022 Commission Calendar as proposed. Mr. Erickson seconded. Motion carried unanimously.

e. 2021 CHARGE OFFS

General Manager Keith Butcher presented Memo 21-40: 2021 Charge Offs to the PPU Commission for approval. A total of $2,165.93 will be charged off in 2021. (See attached). Mr. Erickson made a motion to approve the 2021 Charge Offs as presented. Mr. Schwartz seconded. Motion carried unanimously.

f. 2021 DISPOSAL OF FIXED ASSETS

General Manager Keith Butcher presented Memo 21-41: Disposal of Fixed Assets to the PPU Commission for approval. Mr. Schwartz made a motion to approve the 2021 Disposal of Fixed Assets. Mr. Erickson seconded. Motion carried unanimously.

g. ELECTRIC SYSTEM STUDY DISCUSSION

General Manager Keith Butcher reported DGR had been selected by the PPU Commission to conduct an Electric System Study in 2021. After DGR presented their findings from the Electric System Study and their 10-year capital improvement plan, they were selected at the November Regular PPU Meeting to do a rate study in 2022. All capital improvements will be brought to the PPU Commission for approval before project is started. In addition to the rate study, DGR can also coordinate with our financial advisors to arrange project financing for large capital improvements.

The master agreement for Phase 1 included coordination with financial advisors. After a discussion, the consensus of the PPU Commission was to continue moving forward with the rate study.

h. PPU VISION DISCUSSION

Princeton Public Utilities has been exploring options to ensure that they are serving the Princeton community effectively. It is important that PPU and the PPU Commission effectively communicate its guiding principles. In all decision-making, PPU and the PPU Commission will ensure that we:

1. Preserve the long term financial stability of the utility for the benefit of our ratepayers
2. Will preserve and maintain a high level of service to our current ratepayers effectively by offering:
    a. Competitive rates;
    b. Reliable electricity;
    c. Clean water; and
    d. A modern customer service
3. Will dutifully serve new and future ratepayers by ensuring:
    a. Minimal to no adverse rate impacts and
    b. Provide, at a minimum, the same level of service now and into the future

PPU has undertaken a long-term strategy to evaluate current operation, plan for future improvements and upgrades, and ensure those benefits accrue to our customers for years to come. Financial reserves has changed positively.

i. ACH DISCUSSION

General Manager Keith Butcher reported he has had several discussion with our consultant about various options for implementing of a convenience fee. Our consultant can collect the convenience fee and will do all reporting and any regulatory requirements. By charging the convenience fee, PPU will no longer qualify for the utility rate of $2.00 per transaction. All service charges to customers will be at a rate of 2.5% to begin with on a six-month trial period. He has also been corresponding with PPU attorneys to address the legal parameters. A new user agreement will be drafted with exact pricing and brought to the PPU Commission for approval. Once the user agreement is approved, a Convenience Fee Policy will be drafted for PPU Commission approval. Prior to implementing the convenience fee, there will be a communication plan to inform customers of the charges.

General Manager Keith Butcher reported he has been working with our consultant with the software company regarding implementing a 3% credit to customers who opt to use ACH as their preferred method of paying their monthly PPU bills. There was a discussion on whether to include all residential and commercial customers or limit the credit to residential customers only. It was the consensus of the commission to limit the credit to residential customers only. When details have been determined, an ACH Credit Policy will be drafted for PPU Commission approval.

Mr. Schwartz addressed the City of Princeton for questions they may have in regards to the Electric System Study presented by DGR. City Administrator Michele McPherson stated she had shared the presentation with the Princeton City Council due to significant investments that are needed to make sure the system is stable. She stated the City of Princeton also has major investments and projects in areas that are in needed of improvement. Discussions followed.

9. NEW BUSINESS:

There was no New Business.

There being no further business, Mr. Schwartz made a motion to adjourn the meeting at 3:08 p.m. Mr. Erickson seconded. Motion carried unanimously.

Gregory Hanson
Chairman

Kathy Ohman
Secretary

RESOLUTION 22-01

**RESOLUTION OF THE PUBLIC UTILITIES COMMISSION
OF THE CITY OF PRINCETON
DESIGINATION OF OFFICIAL DEPOSITORIES**

WHEREAS the Public Utilities Commission of the City of Princeton, Minnesota, that the following banks, authorized to do business in Minnesota, are the designated depositories for the demand deposit accounts and temporary investment of funds of Princeton Public Utilities Commission for the term commencing January 1, 2022 through December 31, 2022.

Bremer Bank, Princeton
First Bank and Trust, Princeton
Spire Financial Princeton Office
U.S. Bank
Sherburne State Bank, Princeton
Edward Jones, Princeton
Northland Trust

WHEREAS the above depositories and any added during the term by the Public Utilities Commission Treasurer or General Manager, shall pay interest at such rates or rates per annum, as may be mutually agreed upon by Princeton Public Utilities Commission and the respective depository at the time such deposits and investments are made.

WHEREAS, Now therefore, be it resolved by the Princeton Public Utilities Commission that they grant approval of the designated official depositories for the year 2022.

Adopted this day _____ of _____ 2022

_____ Date_____
Commissioner

ATTEST:

_____ Date_____
Secretary/Treasurer

RESOLUTION 22-02

**RESOLUTION OF THE PUBLIC UTILITIES COMMISSION
OF THE CITY OF PRINCETON
DESIGNATION OF OFFICIAL NEWSPAPERS**

WHEREAS the Public Utilities Commission of the City of Princeton, Minnesota, that the following newspapers, authorized to do business in Minnesota, are the designated newspapers for the Princeton Public Utilities Commission for the term commencing January 1, 2022 through December 31, 2022.

Union-Times

WHEREAS, Now therefore, be it resolved by the Princeton Public Utilities Commission that they grant approval of the designated newspapers for the year 2022.

Adopted this day _____ of _____ 2022

_____ Date_____
Commissioner

ATTEST:

_____ Date_____
Secretary/Treasurer

PRINCETON PUBLIC UTILITIES

Accounts Payable Listing

For 12/1/2021 to 12/31/2021

	Vendor	Description	Amount
1	American Solutions for Business	Envelopes & Billing Paper	2,573.10
2	Aramark	Cleaning Supplies & Services	561.26
3	Cash Gas, Inc.	#2 Red B10 Diesel Fuel	19,426.67
4	City of Princeton	Commercial Rebate	3,014.00
5	CW Technologies, Inc.	Monthly IT Care Services Agreement	3,044.48
6	Dakota Supply Group	Inventory, Wire	1,960.39
7	ECM Publishers, Inc.	Advertising	125.00
8	Finken Water Solutions	Bottled Water	32.55
9	Gopher State One Call	Monthly Locates	67.50
10	Grainger	Batteries, Street Elbows & Liquid Tight Conduit	136.08
11	Instrumental Research, Inc.	Monthly Water Testing	70.68
12	KLM Engineering, Inc.	T-Mobile Antenna Drawing Review	1,500.00
13	Marv's True Value	Doorbell, Cord Ends	68.54
14	McGrann, Shea, Carnival & Straughn	Legal Fees	1,017.50
15	Midcontinent Communications	Monthly Internet & Telephone	209.83
16	Mike's Discount Foods, Inc.	Commercial Rebate	9,765.00
17	MN Dept. of Commerce	Indirect & CIP Assessments	1,448.13
18	MN Dept. of Health	Qrtly. $9.72 State Water Fee	4,201.00
19	Online Information Services	Monthly Online Credit & ID Checks	105.35
20	Plaisted Companies, Inc.	Sidewalk Salt	555.02
21	Postmaster	12-Month 2019 Post Office Box Rental	100.00
22	Princeton Auto Center	Replace Passenger Airbag Inflator	341.18
23	Princeton One Stop, LLC	Monthly Vehicle Fuel	678.64
24	Princeton Rental, Inc.	Mini Excavator Rental	263.18
25	Quadient Finance USA Inc.	Postage	900.00
26	Shred-It USA	Shredding Service	193.45
27	Stuart C. Irby Co.	Inventory, Connectors, Meter Socket, Wire	5,801.60
28	The Lincoln National Life Insurance	December Life & Disability Insurance	677.39
29	Verizon Wireless	Monthly Cell Phone	679.02
30	Voyant Communications, LLC	Monthly Telephone	412.07
31	Waste Management	Monthly Trash Service	111.47
32	Wesco	Inventory	4,302.30
33	U.S. Bank Operations Center	2006 Bond Interest Pymt. & Admin. Fees	3,747.27
34	SMMPA	November Purchased Power	344,733.47
35	Postmaster	Postage for Monthly Billing	831.04
36	MN Dept. of Health	Water Operators License	64.00
37	Alexandria Technical College	DOT Recertification	100.00
38	Amaril Uniform Company	FR Rated Clothing	1,765.87
39	Auto Value Princeton	Battery	289.60
40	Cardmember Service (Mastercard)	Background Check & FMC Querry	32.49
41	Centerpoint Energy	Monthly Natural Gas	2,961.86
42	City of Princeton	November Sewer Billing & Late Charges	104,623.68
43	Connexus Energy	Monthly Utilities	1,678.91
44	DGR Engineering	Engineer Fees	1,519.00
45	Heavenly Fresh	Commercial Rebate	800.00
46	Menards	Mouse Traps, Junction Boxes, Supplies	61.46
47	Metering & Technology Solutions	Water Meter Bases & Registers	140,362.29
48	Metro Sales Incorporated	Maint. Contract Charge Copier	894.38
49	MN Rural Water Association	Water Operators Course	510.00
50	NAPA Central MN	Pressure Gauge	72.55
51	NCPERS Group Life Insurance	December Life Insurace	80.00
52	Nebraska Municipal Power Pool	2022 Power Manager Upgrade & Support Plan	6,471.00
53	Princeton Public Utilities	Mileage, Safety Boots	519.52
54	Princeton Public Utilities	Monthly Utilities	2,863.96
55	Quadient Leasing USA, Inc.	Postage Meter Rental	455.07
56	Salvation Army Heat Share	November Heat Share	12.00
57	Shimmer-N-Shine Maid Service	Office Cleaning	622.78

58	Shred-It USA	Shredding Service	92.02
59	Geoffrey Skeim	2021 Local Scholarship Award	500.00
60	TASC	COBRA Admin. Fees	15.00
61	U.S. Bank	Commercial Rebate	901.80
62	U.S. Bank Equipment Finance	Monthly Copier Lease Payment	207.09
63	Ulteig Engineers, Inc.	GIS Consulting	516.00
64	USA Blue Book	Water Testing Supplies	525.73
65	Verizon Wireless	Refund Antenna Review Charges	1,480.00
66	Complete Merchant Solutions	Monthly Credit Card Fees	1,454.00
67	VeriCheck	Monthly eCheck Fees	160.40
68	Neon Link	Monthly Online Management Fees	505.20
69	Delta Dental	December Dental Insurance	1,050.00
70	PERA	December PERA Contribution	15,843.31
71	Optum	December H S A Contributions	6,770.25
72	TASC	December Flex Account Contributions	259.59
73	MN Dept. of Revenue	October Sales & Use Tax	28,354.00
74	Refunds	Customer Meter Deposits	5,798.79
75	Refunds	Overpayment Refunds on Final Bills	4,666.61
76	Rebates	Residential Energy Star Rebates	355.00
	TOTAL		749,869.37

11A

SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
Minutes of the Board of Directors' Meeting
December 8, 2021

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

Mayor Kuntz welcomed the members to Owatonna and commented that years ago SMMPA's rates were higher than other power suppliers. Over the years, SMMPA has done a fine job of reducing rates compared to others.

Board Members Present:

President Mark R. Kotschevar, Rochester; Vice President Bruce A. Reimers, New Prague; Secretary Peter T. Moulton, Saint Peter; Treasurer Roger E. Warehime, Owatonna; Mark E. Nibaur, Austin; Joseph A. Hoffman, Preston; and Chris Rolli, Spring Valley.

Others Present:

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Jerry M. Mausbach, Blooming Prairie; Troy G. Nemmers, Fairmont; Tom Kuntz, Dave Olson, Tim Linders, Christian Fenstermacher, Shanda Meier, Owatonna; Keith R. Butcher, Princeton; Charles B. Heins, Redwood Falls; Jeremy Sutton, Scott Nickels, Rochester; Jeffery D. Amy, Wells; Beth A. Fondell, Naomi A. Goll, Lisa A. King, Mark S. Mitchell, and Christopher P. Schoenherr of the Agency staff.

Others Present Via Conference Call:

Chris Ziegler, Fairmont; Mike Roth, Shane Steele, Grand Marais; and Shawn Williams, Scott Hautala, North Branch.

#1 Agenda Approval:

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

#2 Consent Agenda:

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

APPROVED the November 10, 2021 board meeting minutes.

#3 Long-Term Financial Forecast-King:

The long-term financial forecast and key assumptions packets were distributed electronically to the members prior to the board meeting.

Ms. King presented on the long-term financial forecast for 2022-2036. The forecast and key assumptions were summarized.

Discussion.

Continuing Evaluation

- Sherco 3 decommissioning costs and funding strategy.
- Fixed cost reduction opportunities.
- Future reserve targets.
- Future resource timing and cost structure.

#4 Member AMI Implementation-Schoenherr:

Mr. Schoenherr reported on the advanced metering infrastructure (AMI) implementation.

SMMPA formed an AMI working group in 2017 to investigate alternatives for those members seeking to implement AMI. Missouri River Energy Services (MRES) approached SMMPA in the fall of 2017 about a potential partnership wherein SMMPA members could use the MRES hosted solution that was based on the Eaton platform that most members used for load management. A one-year pilot program was established where SMMPA members would pay the same price MRES members paid, and the program was expanded to include an offering for load management.

Currently, Lake City and Grand Marais use the MRES agreement for AMI. Preston is in the process of implementing AMI.

Although AMI prices charged by MRES recently increased, the pricing is still attractive. As an alternative, SMMPA could explore options for hosting AMI. To make it cost-effective, 6 to 7 members would need to participate.

Discussion.

A working group meeting will be scheduled next year to look at potential options.

Geographic Information System (GIS)
Mora is moving forward with implementing mPower's GIS, and SMMPA will host the software and data for Mora. Members were asked to contact SMMPA if there is interest in having SMMPA host their GIS data.

#5 NERC Compliance Activities-Mitchell:

Mr. Mitchell reported on the North American Electric Reliability Corporation (NERC) compliance activities.

SMMPA is subject to certain mandatory standards to ensure the reliability and security of the electric grid.

SMMPA is registered in four of twelve functional registration categories:

- Balancing Authority (BA)
- Resource Planner (RP)
- Transmission Owner (TO)
- Transmission Planner (TP)

An overview of the standards and requirements that apply to SMMPA were reviewed. SMMPA is responsible for some of the categories of standards, but others are assigned to the Midcontinent Independent System Operator (MISO) for compliance.

Mr. Mitchell reviewed examples of compliance responsibilities.

Compliance Audit

Compliance audits are performed every three years on specific items by the Midwest Reliability Organization in the upper Midwest. SMMPA was audited in January 2021 and no findings or no areas of potential non-compliance were found.

Discussion.

Tracking and Administration Changes in 2022

Rick Koch, SMMPA Manager of Reliability Standards, has managed SMMPA's NERC compliance activities for 10 years, and is retiring the end of December 2021. Instead of filling the upcoming vacancy, SMMPA contracted with Utility Services of Vermont that specializes in NERC compliance to perform compliance work with input and support from Agency staff. The compliance tracking tool (TrakER software) was implemented to ensure timely action on requirements.

#6 Sherco 3 Coal Supply Update-Mitchell:

Mr. Mitchell reported on the Sherco 3 coal supply update.

BNSF continues to keep the SMMPA train operating. Sherco 3 coal inventory is at approximately 240,000 tons. Coal conservation mode continues by offering at increased price for incremental generation above minimum load to try to keep unit output at a minimum. MISO took Sherco 3 offline on December 1, 2021 for economics and it has remained offline.

Xcel Coal Procurement

The coal agreement with Xcel Energy needs to be modified. Modifications would include improving the coordination process to jointly determine coal needs annually and quarterly, clarifying purchases are for Unit 3 with costs split 41/59, and adjusting 2022 starting inventory on the books to reflect the 41/59 ownership shares.

Xcel fuels department has secured additional coal for 2022. Coal inventory outlook is improving.

Discussion.

Western Fuels Association (WFA) and SMMPA Train Set
SMMPA will change from a WFA Class A member to a WFA Class C member and pay fees for services as needed.

Xcel Energy has expressed interest in using the SMMPA train to help with additional deliveries in 2022. WFA will assist with managing the SMMPA train set, and will help develop a train lease agreement, if needed.

After a short break, the board reconvened at 10:17 a.m.

#7 Winter Emergency Operations Preparedness-Mitchell:

Mr. Mitchell reported on the winter emergency operations preparedness.

FERC and NERC issued their final report on the February 2021 Winter Storm Uri. The report provided recommendations in various categories (electric generation, natural gas infrastructure, and grid emergency operations).

SMMPA has worked with members within its local balancing area (LBA) to develop emergency operation plans and procedures. The Agency will also work with other members to ensure they are prepared to respond to the various levels of NERC emergency declarations.

SMMPA Emergency Operating Plans

- SMMPA requested emergency contacts for all members.
- Members within the Agency LBA have developed plans for responding to the various energy emergency alert levels when called upon by MISO/SMMPA in real time.
- Members in other LBAs may be called upon in near real time for NERC Level EEA1 (resources in use, start offline resources), NERC Level EEA2 (issue public appeals to reduce energy usage), and on a slightly delayed basis for NERC Level EEA3 (load shedding).
- SMMPA is working with other LBAs to develop procedures and will assist members with development of their plans.
- SMMPA has developed sample versions of public communications for members to use for public appeals and notification of rotating outages.

SMMPA plans to develop a more structured annual power plant winterization preparation process with members that have local generation under contract to the Agency.

Discussion.

Next Steps

- Emergency Options Plans
  - Agency will provide example emergency operation plans from LBA members to other members (large system and small system).
  - Agency will develop LBA to LBA procedures and protocols for implementing plans.
- Power Plant Winterization
  - Agency already communicates regularly with generating members on needs for winterization and has followed up on lessons learned from previous events.

- Developing more formal winterization plan and procedures using NERC Reliability Guideline for Generating Unit Winter Weather Readiness.

Financial Report October 2021-Fondell:

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

SMMPA Audit Committee Meeting
The SMMPA Audit Committee meeting was held prior to today's board meeting. Baker Tilly provided an overview of the upcoming annual financial audit timeline. Ms. Fondell provided an update regarding progress made on the Agency's internal control study recommendations. Those attending were Vice President Bruce Reimers (New Prague), Treasurer Roger Warehime (Owatonna), and Member Representatives Jeff Amy (Wells) and Keith Butcher (Princeton) of the SMMPA Audit Committee, and Mr. Geschwind and Ms. Fondell of the Agency staff. Ms. Bethany Ryers and Mr. Dan La Haye, Baker Tilly, attended via teleconference.

Cost of Service Study
The Cost of Service Study planning meeting is scheduled for December 21, 2021 with Dave Berg Consulting.

Government Affairs/Member Services Report-Schoenherr:

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

APPA Legislative Rally
Members were reminded that the APPA Legislative Rally will be held February 28 – March 2, 2022 in Washington, D.C.

Small Solar
Lake City may be interested in community solar. Saint Peter's Gustavus Adolphus College inquired if SMMPA is interested in working with Novel Energy Solutions to develop a solar project. However, Novel's business model appears to be more focused on selling solar energy directly to retail customers and not on working with utilities to develop projects.

Resource Report/Marketing Update-Mitchell:

Mr. Mitchell reported:

Planning Year 2022-2023 Capacity Position
Reported on the planning year 2022-2023 capacity position. The Agency has a small amount of excess capacity in MISO Zones 1 and 3. Various factors can impact capacity accreditation from year to year, which shows the importance of carrying some level of extra capacity to avoid last minute deficits.

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

President's Report:

Mr. Kotschevar reported:

- Rochester Public Utilities: Scott Nickels, Rochester Public Utilities Director of Core Services, was introduced.

- SMMPA Board Retreat: The SMMPA Board Retreat will be held on December 16-17, 2021 at the Mystic Lake Casino Hotel, Prior Lake, Minnesota.

Executive Director & CEO's Report:

Mr. Geschwind reported:

- APPA Legislative Rally: The APPA Legislative Rally will be held February 28 – March 2, 2022 in Washington, D.C. Members were asked to contact SMMPA if hotel rooms were needed; otherwise, the extra hotel rooms will be released.

- 2022 SMMPA Board Meeting Schedule: Waseca has a conflict with hosting the November 2022 board meeting. There was board consensus to move the board meeting locations from Waseca to Wells in November 2022 and from Wells to Waseca in December 2022. An updated 2022 board meeting schedule will be emailed to the members.

Member Forum:

Mr. Warehime introduced Owatonna Public Utilities staff members Christian Fenstermacher, Director of Engineering & Operations; Dave Olson, Director of Finance & Administration; and Tim Linders, Accounting Supervisor.

Other Business:

None.

Adjourn:

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

The meeting was adjourned at 11:11 a.m.

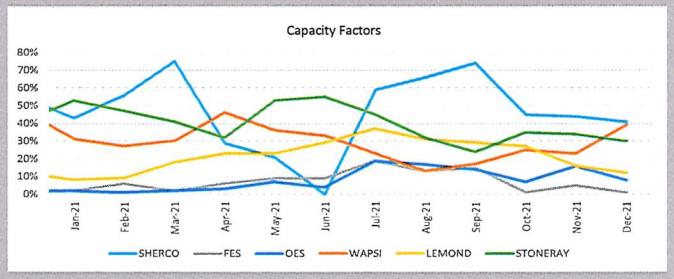
_____

Secretary

SMMPA Key Metrics

January 2022

PLANT OPERATIONS Performance Metrics

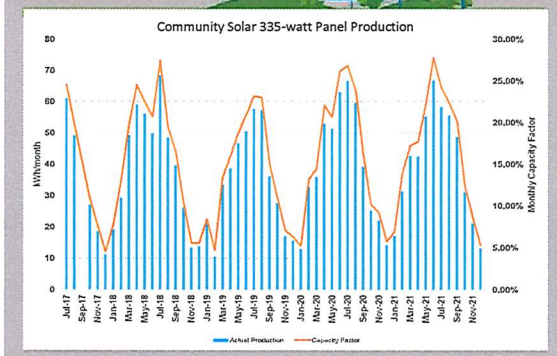


Availability Metrics

For December 2021

	FES December	OES December	MORA LFG December
Availability	51%	94%	99%
Industry Average Availability	93%	93%	N/A
Forced Outage	42%	4%	71%
Industry Average Forced Outage	7%	7%	N/A

Solar Production Metrics



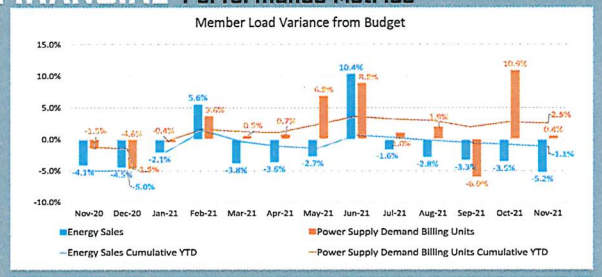
SAFETY FIRST

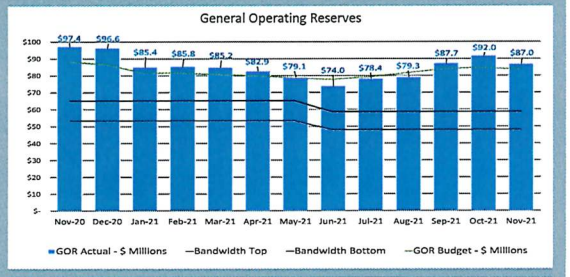
Number of working days since the last lost time accident

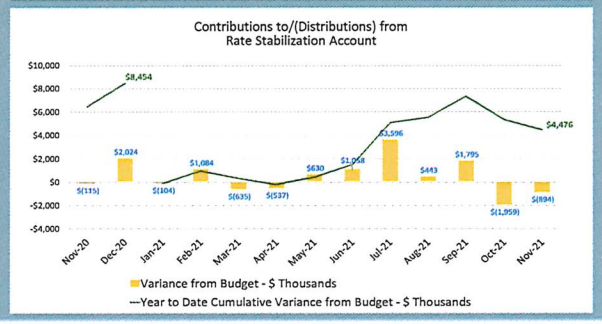
1658

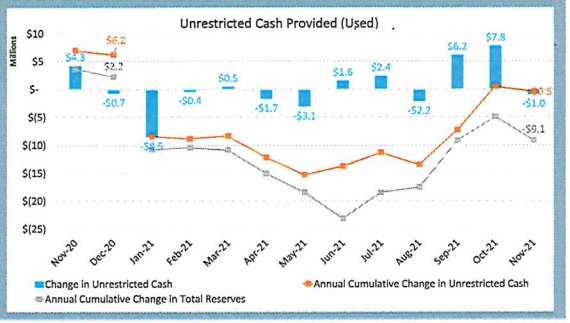
(through 12/31/21)

FINANCIAL Performance Metrics

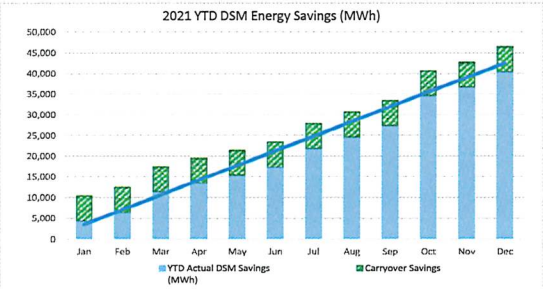


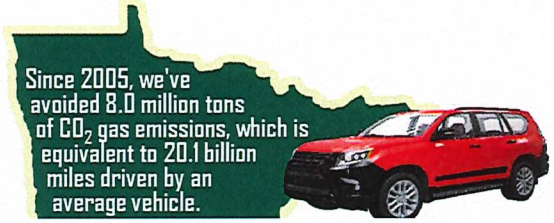


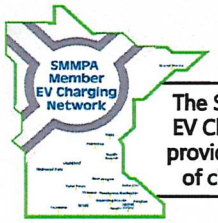




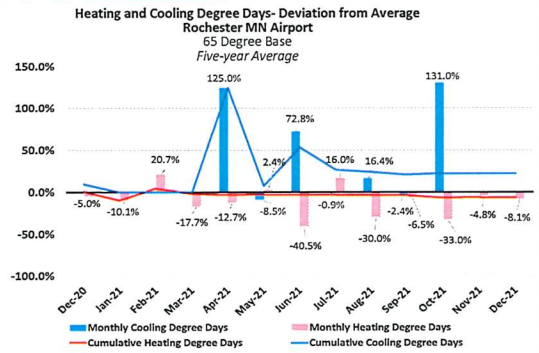
ADDITIONAL Metrics







The SMMPA Member EV Charging Network provided over 60 MWs of charging in 2021



11B

PRINCETON PUBLIC UTILITIES COMMISSION
INCOME STATEMENT-ELECTRIC DEPARTMENT
FOR MONTH ENDING: DECEMBER 31, 2021

	Current Period	Year to Date	Last Year Current	Last Year YTD
OPERATING REVENUE:				
Residential Electric	193,791.34	2,501,984.28	210,509.64	2,444,227.95
Residential Solar Energy Credit	(10.52)	(241.84)	(10.56)	(237.84)
Residential ECA	0.00	0.00	0.00	0.00
Small General Service	54,348.25	705,784.69	59,690.29	666,659.10
Small Commercial Solar Energy Credit	(16.39)	(377.25)	(16.45)	(371.00)
Small General ECA	0.00	0.00	0.00	0.00
Large General Service	135,377.00	1,713,921.73	125,481.00	1,888,298.42
Large Commercial Solar Energy Credit	(38.41)	(883.68)	(38.55)	(869.01)
Large General ECA	0.00	0.00	0.00	0.00
Large Power Service	130,522.76	1,795,424.65	129,323.45	1,312,007.70
Large Power ECA	0.00	0.00	0.00	0.00
Security Lights	1,682.59	20,016.29	1,671.04	20,058.53
Street Light Fees	2,404.00	28,752.00	2,384.00	28,252.00
Service Line Repair Fee	1,763.00	21,058.00	1,749.00	20,819.00
Late Charges	5,180.77	54,463.66	3,166.86	35,620.43
Hook-Up & NSF Charges	360.00	6,872.92	30.00	1,220.00
Connection Fees	0.00	26,020.00	600.00	10,490.00
Construction Fees	616.88	55,095.57	542.00	27,877.43
Rate Stabilization Revenue	240,800.00	78,865.00	2,270.00	95,300.00
Operating & Maintenance	21,834.43	366,867.28	26,153.92	351,687.38
Excess Equity	0.00	0.00	0.00	0.00
Quick Start Diesel Payment	14,520.00	174,240.00	14,520.00	174,240.00
Solar Subscriptions	0.00	1,695.08	0.00	1,692.98
Pole Attachment Fee	0.00	0.00	3,752.50	3,752.50
Operating Transfers	0.00	0.00	0.00	0.00
Merchandise Sales	0.00	2,417.99	4,607.00	4,607.00
Other Operating Revenue	25,751.78	284,789.99	1,899.82	38,878.29
TOTAL OPERATING REVENUE:	828,887.48	7,836,766.36	588,284.96	7,124,210.86
OPERATING EXPENSES:				
Production Plant:				
Salaries & Supervision	21,762.92	203,708.01	25,873.29	216,346.85
Purchased Power	365,631.22	4,471,124.81	325,937.87	4,100,210.74
Natural Gas	1,845.61	12,476.61	1,310.54	10,464.31
Lube Oil & Lubricants	0.00	1,574.24	1,865.50	2,798.25
Chemicals	8.44	3,907.94	28.76	3,392.88
Equipment Repairs	72.55	46,460.15	1,418.78	29,985.66
Production Supplies	154.37	2,661.90	134.12	1,755.41
Plant Shop Supplies	83.50	594.74	0.00	491.63
Small Tools Expense	724.99	1,265.52	0.00	1,453.05
Communications Expense	33.60	410.78	34.39	492.19
Scada & Computer Equipment	0.00	96.17	0.00	0.00
Safety Equipment	675.42	2,049.38	(55.00)	1,646.38
Safety & Education Training	0.00	0.00	0.00	1,395.00
Outside Services	0.00	154.50	41.00	203.00
Insurance Expense	75.53	93,684.09	4,166.97	93,860.01
Transportation Fuel & Oil	0.00	375.28	0.00	233.89
Vehicle Repair & Maint.	0.00	45.25	0.00	0.00
Equip. Maint., Inspec. & Serv Agreements	1,579.75	25,941.77	1,579.75	26,156.46
Building & Grounds Maint.	248.02	13,662.09	1,169.18	12,740.72
Misc. Plant Expense	0.00	66.80	0.00	323.28
Total Production Plant:	392,895.92	4,880,260.03	363,505.15	4,503,949.71

INCOME STATEMENT-ELECTRIC

	Current Period	Year to Date	Last Year Current	Last Year YTD
Substation:				
Substation	0.00	0.00	0.00	0.00
Chemicals	0.00	0.00	0.00	0.00
Equipment Repairs	0.00	0.00	0.00	0.00
Equip. Maint. & Inspections	0.00	25.62	0.00	558.78
Building & Grounds Maint.	0.00	799.97	(5.28)	4,068.12
Utilities	0.00	0.00	0.00	0.00
Total Substation:	0.00	825.59	(5.28)	4,626.90
Distribution System:				
Salaries & Supervision	45,256.14	355,346.35	56,066.66	465,241.50
System & Shop Supplies	106.96	622.45	26.72	2,634.49
Small Tools Expense	0.00	1,053.98	70.28	6,426.39
GIS Data & Maintenance Exp.	982.23	7,650.13	105.03	7,681.84
Computer Equip. & Maintenance	0.00	559.39	(2.45)	598.23
Load Control Expense	0.00	0.00	36.34	8,519.12
Safety Equip., Testing	1,390.45	8,978.23	175.35	15,620.44
Education & Safety Training	100.00	3,748.40	450.00	2,633.05
Outside Services	1,195.00	23,794.76	179.21	885.11
OH Line Expense	0.00	2,788.48	453.50	11,435.47
UG Line Expense	124.22	16,729.46	4,720.24	20,970.88
St. Lights & Signal Exp.	459.75	8,857.44	738.14	10,818.72
Sec. Light Repair Exp.	0.00	3,439.17	0.00	8,112.10
Meter Expense	0.00	863.26	(0.61)	1,824.86
Customer Service Line Repair Exp.	0.00	487.29	0.00	2,053.54
Customer Owned Service Exp.	372.46	19,982.15	740.25	16,133.77
Transportation Fuel & Oil	491.61	4,987.30	518.67	4,900.59
Vehicle Repair & Maint.	289.60	4,480.30	2,282.32	16,249.66
Equipment Repair & Maint.	0.00	2,875.30	325.12	2,884.51
Storm Damage	0.00	0.00	0.00	2.44
Utilities	1,837.03	18,030.77	1,711.60	9,240.06
Building & Grounds Maint.	0.00	1,953.71	103.68	5,691.95
Line Maintenance/Trimming	0.00	25,302.93	0.00	0.00
Habitat, Right of Way Expense	0.00	0.00	0.00	0.00
Transformer Maintenance	0.00	718.76	(1.60)	3,569.39
Misc. Distribution Exp.	0.00	2,808.33	22,443.17	22,930.35
Total Distribution:	52,605.45	516,058.34	91,141.62	647,058.46
Customer Accts Expenses:				
Customer Accts. Salaries	14,219.07	111,808.81	15,056.20	111,050.58
Meter Reading Salaries	273.45	3,890.39	801.57	6,523.72
Postage Expense	1,471.38	12,724.63	649.04	10,773.68
Collection Expense	0.00	0.00	0.00	75.57
Forms & Supplies	1,130.68	6,913.65	687.09	8,457.43
Communications Expense	390.13	4,829.72	392.25	4,667.42
Uncollectible Accts. Exp.	1,918.30	1,918.30	1,998.43	1,998.43
Total Customer Acct. Expenses:	19,403.01	142,085.50	19,584.58	143,546.83

INCOME STATEMENT-ELECTRIC

	Current Period	Year to Date	Last Year Current	Last Year YTD
General & Administrative Expenses:				
Salaries & Supervision	15,785.02	109,258.17	15,201.43	107,478.60
Newsads, Website, Subscriptions & Promos	500.00	5,635.68	1,137.32	30,128.86
Office Supplies, Computer Exp., & Sm. Equip.	2,926.09	26,610.38	1,527.75	26,384.79
Communications Expense	277.47	4,244.82	278.13	4,554.77
Membership Fees & Dues	0.00	11,109.75	0.00	10,679.50
Maint. Contracts, Licenses, & Permits	6,908.41	17,346.50	947.57	32,293.74
State & Federal Assessments	415.22	3,050.57	557.41	2,652.31
Professional Fees	3,078.00	19,594.80	1,317.50	26,929.35
Outside Services	3,641.33	43,339.02	3,351.79	42,600.07
Meals, Travel, & Meetings	219.52	6,729.15	(1.08)	697.13
Prop. & Liab. Insurance	(7,774.52)	14,358.40	(1,532.94)	20,324.98
Employee Pensions & Benefits	19,062.52	391,834.14	(33,143.80)	390,851.81
Education & Safety Training	0.00	12,466.87	0.00	12,326.62
Heat Share Expense	0.00	96.00	257.00	499.00
Sales Tax Expense	153.55	1,370.91	430.81	1,374.60
Lighting Rebates	15,118.35	72,636.62	804.39	26,977.11
Conservation Improvement Exp	1,032.91	6,436.03	2,040.09	6,946.26
Christmas Lighting Expenses	8.35	2,528.81	0.00	2,988.18
Transportation Fuel & Oil	44.25	179.27	24.00	219.71
Vehicle Repair & Maint.	0.00	869.47	0.00	142.58
Building & Grounds Maint.	0.00	437.31	117.06	2,957.49
Service Territory Expense	684.50	6,456.50	0.00	0.00
Misc. G&A Expense	113.97	2,932.42	91.60	2,004.69
Total General & Administrative:	62,194.94	759,521.59	(6,593.97)	752,012.15
Depreciation	58,000.00	696,000.00	40,590.73	683,590.73
TOTAL OPERATING EXPENSES:	585,099.32	6,994,751.05	508,222.83	6,734,784.78
OPERATING INCOME/(LOSS)	243,788.16	842,015.31	80,062.13	389,426.08
NONOPERATING REVENUE (EXPENSE)				
Interest Income	5,858.65	29,770.08	1,864.32	46,003.31
Change in Fair Value of Investments	0.02	122.42	(48.60)	108.48
Misc. Non Oper Income	3,300.64	19,707.63	3,507.00	33,148.82
Gain/(Loss) Disposal of Property	0.00	0.00	0.00	8,500.00
Gain/(Loss) Sale of Bonds	0.00	0.00	0.00	0.00
Interest Expense	(245.92)	(304.94)	(3,409.72)	(3,817.02)
Interest on Long Term Debt	(4,717.50)	(64,271.93)	(6,157.71)	(81,063.80)
Fines & Penalties	0.00	0.00	0.00	0.00
Amortization of Bond Discount	0.00	0.00	0.00	0.00
General Fund Expense	0.00	0.00	0.00	(5,250.00)
Total NonOperating Rev(Exp)	4,195.89	(14,976.74)	(4,244.71)	(2,370.21)
NET INCOME/(LOSS)	247,984.05	827,038.57	75,817.42	387,055.87

PRINCETON PUBLIC UTILITIES COMMISSION
BALANCE SHEET-ELECTRIC DEPARTMENT
December 31, 2021

ASSETS

CURRENT ASSETS:			
Cash		2,684,712.59	
Temp Rate Stab Investments		1,211,898.00	
Customer Accounts Receivable		654,248.02	
Other Accounts Receivable		36,364.21	
Sales Tax Receivable		0.00	
Accrued Interest Receivable		0.00	
Inventory		435,002.67	
Prepaid Interest		0.00	
Prepaid Insurance		63,649.17	
Deferred Outflows of Resources		72,379.00	
Total Current Assets			5,158,253.66
RESTRICTED ASSETS:			
Construction in Progress		0.00	
MCMU Construction Fund		0.00	
Reserve Fund		465,831.77	
MCMU Reserve Fund		248,313.94	
Debt Service Fund		284,358.53	
Capital Improvements Fund		996,283.37	
Total Restricted Assets			1,994,787.61
FIXED ASSETS:			
Land & Land Improvenents	273,683.84		
Buildings	1,893,374.01		
Generation Plant	6,117,286.73		
Substations	3,838,331.61		
Distribution System	7,887,551.40		
Street Lights & Signals	378,411.18		
Trucks & Vehicles	710,070.77		
Office Furniture & Equipment	171,216.21		
Tools, Shop & Garage Equipment	109,460.92		
Miscellaneous Equipment	377,830.94	21,757,217.61	
Less: Accumulated Depreciation		(14,188,695.24)	
Total Fixed Assets			7,568,522.37
TOTAL ASSETS			14,721,563.64

PRINCETON PUBLIC UTILITIES COMMISSION
BALANCE SHEET-ELECTRIC DEPARTMENT
December 31, 2021

LIABILITIES AND FUND EQUITY

CURRENT LIABILITIES			
Accounts Payable		376,171.89	
Employee Insurance Payable		(565.73)	
Employee Savings & Taxes Payable		(86.51)	
Heat Share Payable		12.00	
Sewer Payable		108,308.35	
City Franchise Fee		19,908.00	
Wind Power		0.00	
Garbage Collections Payable		184.66	
Customer Meter Deposits		275,712.84	
Sales Tax Payable		53,675.96	
Accrued Interest Payable		5,191.91	
Severance Payable		72,662.48	
Current Bonds Payable		555,000.00	
Accrued Wages Payable		12,729.10	
Deferred Revenue		(8,509.17)	
Deferred Solar		8,464.13	
Net Pension Liability		781,645.00	
Deferred Inflows of Resources		56,954.00	
Total Current Liabilties			2,317,458.91
NONCURRENT LIABILITIES:			
Contracts Payable		0.00	
Revenue Bonds Payable	1,055,000.00		
Less: Unamortized Bond Discount	0.00	1,055,000.00	
Deferred Rate Stabilization		1,133,033.10	
Total NonCurrent Liablities			2,188,033.10
TOTAL LIABILITIES			4,505,492.01
FUND EQUITY			
Unappropriated Retained Earnings		9,389,033.06	
Net Income (Loss)		827,038.57	
Total Equity			10,216,071.63
TOTAL LIABILITIES & EQUITY			14,721,563.64

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0001-1071	Asset	CONSTRUCTION IN PROGRESS					0.00
64-0001-1073	Asset	MCMU CONSTRUCTION FUND					0.00
64-0001-1251	Asset	RESERVE FUND	465,846.68		14.91	(14.91)	465,831.77
64-0001-1252	Asset	DEBT SERVICE FUND	236,794.59	50,550.82	2,986.88	47,563.94	284,358.53
64-0001-1255	Asset	MCMU RESERVE FUND	248,299.03	14.91		14.91	248,313.94
64-0001-1291	Asset	CAPITAL IMPROVEMENTS FUND	990,600.56	5,682.81		5,682.81	996,283.37
64-0001-1301	Asset	PETTY CASH	300.00				300.00
64-0001-1302	Asset	CASH ON HAND	1,835.00				1,835.00
64-0001-1311	Asset	CASH ON DEPOSIT CHECKING	2,656,950.73	768,271.82	742,644.96	25,626.86	2,682,577.59
64-0001-1312	Asset	CASH ON DEPOSIT SAVINGS					0.00
64-0001-1313	Asset	CASH ON DEPOSIT PAYROLL ACCT.					0.00
64-0001-1361	Asset	TEMP RATE STAB INVESTMENT	1,211,898.00				1,211,898.00
64-0001-1421	Asset	CUSTOMER ACCOUNTS RECEIVABLE	621,938.73	674,413.41	642,104.12	32,309.29	654,248.02
64-0001-1431	Asset	OTHER ACCOUNTS RECEIVABLE	59,722.66	36,364.49	59,722.94	(23,358.45)	36,364.21
64-0001-1432	Asset	SALES TAX RECEIVABLE					0.00
64-0001-1451	Asset	DUE FROM WATER FUND					0.00
64-0001-1511	Asset	FUEL STOCKS					0.00
64-0001-1512	Asset	PLANT MATERIALS & SUPPLIES	435,048.83	906.27	952.43	(46.16)	435,002.67
64-0001-1520	Fixed Asset	GENERATION PLANT	6,117,286.73				6,117,286.73
64-0001-1525	Fixed Asset	SUBSTATIONS	3,838,331.61				3,838,331.61
64-0001-1530	Fixed Asset	DISTRIBUTION SYSTEM	7,887,551.40				7,887,551.40
64-0001-1531	Fixed Asset	STREET LIGHTS & SIGNALS	378,411.18				378,411.18
64-0001-1540	Fixed Asset	LAND & LAND IMPROVEMENTS	273,683.84				273,683.84
64-0001-1550	Fixed Asset	BUILDINGS	1,893,374.01				1,893,374.01
64-0001-1560	Fixed Asset	OFFICE FURNITURE & EQUIPMENT	171,216.21				171,216.21
64-0001-1571	Fixed Asset	TRUCKS & VEHICLES	710,070.77				710,070.77
64-0001-1580	Fixed Asset	TOOLS, SHOP & GARAGE EQUIP.	109,460.92				109,460.92
64-0001-1590	Fixed Asset	MISCELLANEOUS EQUIPMENT	377,830.94				377,830.94
64-0001-1651	Asset	PREPAID INTEREST					0.00
64-0001-1652	Asset	PREPAID INSURANCE	77,825.57		14,176.40	(14,176.40)	63,649.17
64-0001-1710	Fixed Asset	ACCUMULATED DEPRECIATION	(14,130,695.24)		58,000.00	(58,000.00)	(14,188,695.24)
64-0001-1711	Asset	ACCRUED INTEREST RECEIVABLE					0.00
64-0001-1712	Asset	DEFERRED OUTFLOWS OF RESOURCES	72,379.00				72,379.00
64-0001-2160	Equity	CONTRIBUTED					0.00
64-0001-2161	Equity	BALANCE FROM INCOME STATEMENT					0.00
64-0001-2162	Equity	UNAPPROPRIATED EARNINGS (END)	(9,389,033.06)				(9,389,033.06)
64-0001-2211	Liability	REVENUE BONDS PAYABLE	(1,055,000.00)				(1,055,000.00)
64-0001-2261	Asset	UNAMORTIZED BOND DISCOUNT					0.00
64-0001-2281	Liability	SEVERANCE PAYABLE	(72,662.48)				(72,662.48)
64-0001-2311	Liability	CONTRACTS PAYABLE					0.00
64-0001-2315	Liability	CURRENT BONDS PAYABLE	(555,000.00)				(555,000.00)
64-0001-2321	Liability	ACCOUNTS PAYABLE	(383,811.61)	620,258.38	612,618.66	7,639.72	(376,171.89)

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0001-2322	Liability	EMPLOYEE DEDUCTIONS PAYABLE	4,050.71	1,130.00	4,614.98	(3,484.98)	565.73
64-0001-2323	Liability	EMPLOYEE PAYROLL SAVINGS					0.00
64-0001-2324	Liability	ACCRUED WAGES & TAXES			12,729.10	(12,729.10)	(12,729.10)
64-0001-2325	Liability	EMPLOYEE HEALTH SAVINGS PAY	86.50	7,029.84	7,029.83	0.01	86.51
64-0001-2340	Liability	HEAT SHARE PAYABLE	(12.00)	12.00	12.00		(12.00)
64-0001-2341	Liability	SEWER COLLECTIONS PAYABLE	(105,942.18)	106,070.92	108,437.09	(2,366.17)	(108,308.35)
64-0001-2342	Liability	WIND POWER PAYABLE					0.00
64-0001-2343	Liability	CITY PRINCETON FRANCHISE FEE	(13,267.00)		6,641.00	(6,641.00)	(19,908.00)
64-0001-2344	Liability	GARBAGE COLLECTIONS PAYABLE	(68.16)		116.50	(116.50)	(184.66)
64-0001-2345	Liability	DUE TO WATER FUND					0.00
64-0001-2351	Liability	CUSTOMER METER DEPOSITS	(276,910.31)	5,793.47	4,596.00	1,197.47	(275,712.84)
64-0001-2361	Liability	MN STATE SALES TAX PAYABLE	(51,233.24)	26,138.16	24,917.59	1,220.57	(50,012.67)
64-0001-2363	Liability	MLC LOCAL SALES TAX PAYABLE	(3,247.64)	1,649.93	1,577.98	71.95	(3,175.69)
64-0001-2365	Liability	SHERBURNE CTY LOCAL TAX PAY	(499.24)	256.62	244.98	11.64	(487.60)
64-0001-2371	Liability	ACCRUED INTEREST PAYABLE	(3,461.29)	2,986.88	4,717.50	(1,730.62)	(5,191.91)
64-0001-2421	Liability	FEDERAL WITHHOLDING TAX		10,333.00	10,333.00		0.00
64-0001-2422	Liability	STATE WITHHOLDING TAX		4,650.00	4,650.00		0.00
64-0001-2423	Liability	F.I.C.A. PAYABLE		13,156.08	13,156.08		0.00
64-0001-2424	Liability	PERA PAYABLE		15,843.31	15,843.31		0.00
64-0001-2426	Liability	MEDICARE WITHHOLDING		3,076.90	3,076.90		0.00
64-0001-2428	Liability	DEFERRED RATE STABILIZATION	(1,373,833.10)	240,800.00		240,800.00	(1,133,033.10)
64-0001-2429	Liability	DEFERRED REVENUE		8,747.46	238.29	8,509.17	8,509.17
64-0001-2430	Liability	NET PENSION LIABILITY	(781,645.00)				(781,645.00)
64-0001-2431	Liability	DEFERRED INFLOWS OF RESOURCES	(56,954.00)				(56,954.00)
64-0001-2432	Liability	DEFERRED SOLAR	(8,464.13)				(8,464.13)
64-0403-4031	Expense	DEPRECIATION EXPENSE	638,000.00	58,000.00		58,000.00	696,000.00
64-0419-4191	Expense	INTEREST EXPENSE	5.00	1.09		1.09	6.09
64-0419-4192	Expense	INTEREST PAID ON METER DEPOSIT	54.02	244.83		244.83	298.85
64-0419-4290	Revenue	INTEREST INCOME	(23,911.43)		5,858.65	(5,858.65)	(29,770.08)
64-0419-4295	Revenue	CHANGE IN FAIR VALUE OF INVEST	(122.40)		0.02	(0.02)	(122.42)
64-0420-4201	Revenue	MAINTENANCE INCOME					0.00
64-0420-4202	Revenue	STREET LIGHTING INCOME					0.00
64-0421-4210	Revenue	MISC. NON OPERATING INCOME	(16,406.99)		3,300.64	(3,300.64)	(19,707.63)
64-0421-4211	Revenue	GAIN/LOSS ON DISPOSAL OF ASSET					0.00
64-0424-4264	Revenue	GAIN OR LOSS RESALE OF BONDS					0.00
64-0426-4263	Expense	FINES & PENALTIES					0.00
64-0427-4271	Expense	INTEREST ON LONG TERM DEBT	59,554.43	4,717.50		4,717.50	64,271.93
64-0428-4281	Expense	AMORTIZATION OF BOND DISCOUNT					0.00
64-0440-4401	Revenue	RESIDENTIAL SALES	(2,308,192.94)		193,791.34	(193,791.34)	(2,501,984.28)
64-0440-4402	Revenue	SECURITY LIGHTS	(18,333.70)		1,682.59	(1,682.59)	(20,016.29)
64-0440-4405	Revenue	SERVICE LINE REPAIR FEE	(19,295.00)		1,763.00	(1,763.00)	(21,058.00)
64-0440-4410	Revenue	RESIDENTIAL ECA					0.00

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0440-4412	Revenue	SMALL GENERAL ECA					0.00
64-0440-4413	Revenue	LARGE GENERAL ECA					0.00
64-0440-4414	Revenue	LARGE POWER ECA					0.00
64-0440-4420	Revenue	SMALL GENERAL SERVICE	(651,436.44)		54,348.25	(54,348.25)	(705,784.69)
64-0440-4421	Revenue	COMMERCIAL SALES					0.00
64-0440-4422	Revenue	LARGE GENERAL SERVICE	(1,578,544.73)		135,377.00	(135,377.00)	(1,713,921.73)
64-0440-4423	Revenue	LARGE POWER SERVICE	(1,664,901.89)		130,522.76	(130,522.76)	(1,795,424.65)
64-0440-4425	Revenue	RESIDENTIAL SOLAR CREDIT	231.32	10.52		10.52	241.84
64-0440-4426	Revenue	SMALL GENERAL SOLAR CREDIT	360.86	16.39		16.39	377.25
64-0440-4427	Revenue	LARGE GEN/POWER SOLAR CREDIT	845.27	38.41		38.41	883.68
64-0440-4435	Revenue	STREET LIGHT FEES	(26,348.00)		2,404.00	(2,404.00)	(28,752.00)
64-0440-4441	Revenue	OPERATING TRANSFERS					0.00
64-0440-4491	Revenue	NON-METERED SALES					0.00
64-0440-4493	Revenue	RATE STABILIZATION REVENUE	161,935.00		240,800.00	(240,800.00)	(78,865.00)
64-0450-4501	Revenue	LATE CHARGES	(49,282.89)	794.31	5,975.08	(5,180.77)	(54,463.66)
64-0450-4502	Revenue	HOOK-UP & NSF CHECK CHARGES	(6,512.92)		360.00	(360.00)	(6,872.92)
64-0450-4503	Revenue	CONNECTION FEE	(26,020.00)				(26,020.00)
64-0450-4504	Revenue	CONSTRUCTION FEES	(54,478.69)		616.88	(616.88)	(55,095.57)
64-0450-4506	Revenue	SOLAR SUBSCRIPTIONS	(1,695.08)				(1,695.08)
64-0450-4541	Revenue	RENT/LEASE INCOME					0.00
64-0450-4550	Revenue	OPERATING & MAINTENANCE	(345,032.85)		21,834.43	(21,834.43)	(366,867.28)
64-0450-4560	Revenue	EXCESS EQUITY PAYMENT					0.00
64-0450-4561	Revenue	QUICK START DIESEL PAYMENT	(159,720.00)		14,520.00	(14,520.00)	(174,240.00)
64-0450-4562	Revenue	GASOLINE STATION					0.00
64-0450-4563	Revenue	OTHER OPERATING REVENUE	(259,038.21)	346.88	26,098.66	(25,751.78)	(284,789.99)
64-0450-4564	Revenue	POLE ATTACHMENT FEE					0.00
64-0450-4565	Revenue	MERCHANDISE SALES	(2,417.99)				(2,417.99)
64-0540-5461	Expense	PRODUCTION PLANT SALARIES	181,945.09	21,762.92		21,762.92	203,708.01
64-0540-5470	Expense	FUEL OIL					0.00
64-0540-5472	Expense	NATURAL GAS	10,631.00	1,845.61		1,845.61	12,476.61
64-0540-5481	Expense	LUBE OIL & LUBRICANTS	1,574.24				1,574.24
64-0540-5482	Expense	CHEMICALS	3,899.50	8.44		8.44	3,907.94
64-0540-5501	Expense	PRODUCTION SUPPLIES	2,507.53	154.37		154.37	2,661.90
64-0540-5505	Expense	PLANT SHOP SUPPLIES	511.24	83.50		83.50	594.74
64-0540-5510	Expense	SAFETY EQUIPMENT	1,373.96	675.42		675.42	2,049.38
64-0540-5511	Expense	COMMUNICATIONS EXPENSE	377.18	33.60		33.60	410.78
64-0540-5512	Expense	COMPUTER, AUDIO & SCADA EQUIP	96.17				96.17
64-0540-5513	Expense	SMALL TOOLS EXPENSE	540.53	724.99		724.99	1,265.52
64-0540-5514	Expense	EDUCATION & SAFETY TRAINING					0.00
64-0540-5515	Expense	OUTSIDE SERVICES	154.50				154.50
64-0540-5516	Expense	BOILER & MACHINERY INSURANCE	74,038.64	6,778.17		6,778.17	80,816.81
64-0540-5517	Expense	PROP & LIAB INSURANCE	19,569.92	1,779.08	8,481.72	(6,702.64)	12,867.28

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0540-5541	Expense	EQUIPMENT REPAIRS	46,387.60	72.55		72.55	46,460.15
64-0540-5882	Expense	TRANSPORTATION FUEL & OIL	375.28				375.28
64-0540-5883	Expense	VEHICLE REPAIR & EXPENSE	45.25				45.25
64-0550-5531	Expense	BUILDING & GROUNDS MAINTENANCE	13,414.07	248.02		248.02	13,662.09
64-0550-5542	Expense	EQUIP MAINT,SERV AGREE, INSPEC	24,362.02	1,579.75		1,579.75	25,941.77
64-0550-5551	Expense	PURCHASED POWER	4,105,493.59	365,631.22		365,631.22	4,471,124.81
64-0550-5571	Expense	MISCELLANEOUS PLANT EXPENSE	66.80				66.80
64-0560-5482	Expense	CHEMICALS					0.00
64-0560-5531	Expense	BUILDING & GROUNDS MAINTENANCE	799.97				799.97
64-0560-5541	Expense	EQUIPMENT REPAIRS					0.00
64-0560-5542	Expense	EQUIP MAINT,SERV AGREE, INSPEC	25.62				25.62
64-0560-5888	Expense	UTILITIES					0.00
64-0580-5801	Expense	DISTRIBUTION SALARIES	310,090.21	45,256.14		45,256.14	355,346.35
64-0580-5811	Expense	SYSTEM & SHOP SUPPLIES	515.49	106.96		106.96	622.45
64-0580-5812	Expense	SAFETY EQUIP,RUBBER GOODS,TEST	7,587.78	1,390.45		1,390.45	8,978.23
64-0580-5813	Expense	SMALL TOOLS EXPENSE	1,053.98				1,053.98
64-0580-5814	Expense	EDUCATION & SAFETY TRAINING	3,648.40	100.00		100.00	3,748.40
64-0580-5815	Expense	OUTSIDE SERVICES	22,599.76	1,195.00		1,195.00	23,794.76
64-0580-5816	Expense	GIS DATA & MAINTENANCE EXP.	6,667.90	982.23		982.23	7,650.13
64-0580-5817	Expense	COMPUTER EQUIP. & MAINT. EXP.	559.39				559.39
64-0580-5821	Expense	LOAD CONTROL EXPENSE					0.00
64-0580-5831	Expense	OVERHEAD LINE EXPENSE	2,788.48				2,788.48
64-0580-5841	Expense	UNDERGROUND LINE EXPENSE	16,605.24	124.22		124.22	16,729.46
64-0580-5851	Expense	STREET LIGHTS & SIGNAL EXP.	8,397.69	459.75		459.75	8,857.44
64-0580-5852	Expense	SEC. LIGHT REPAIR EXPENSE	3,439.17				3,439.17
64-0580-5862	Expense	METER EXPENSE	863.26				863.26
64-0580-5870	Expense	CUSTOMER SERVICE LINE REPAIR	487.29				487.29
64-0580-5871	Expense	CUSTOMER OWNED SERVICE EXP.	19,609.69	372.46		372.46	19,982.15
64-0580-5881	Expense	MISC. DISTRIBUTION EXPENSE	2,808.33				2,808.33
64-0580-5882	Expense	TRANSPORTATION FUEL & OIL	4,495.69	491.61		491.61	4,987.30
64-0580-5883	Expense	VEHICLE REPAIR & EXPENSE	4,190.70	289.60		289.60	4,480.30
64-0580-5886	Expense	EQUIPMENT REPAIR & EXPENSE	2,875.30				2,875.30
64-0580-5887	Expense	STORM DAMAGE					0.00
64-0580-5888	Expense	UTILITIES	16,193.74	1,837.03		1,837.03	18,030.77
64-0590-5921	Expense	BUILDING & GROUNDS MAINTENANCE	1,953.71				1,953.71
64-0590-5941	Expense	LINE MAINTENANCE TRIMMING	25,302.93				25,302.93
64-0590-5945	Expense	HABITAT, RIGHT OF WAY EXPENSE					0.00
64-0590-5951	Expense	MAINTENANCE OF TRANSFORMERS	718.76				718.76
64-0590-5961	Expense	STREET LIGHT & SIGNALS					0.00
64-0590-5971	Expense	METER MAINTENANCE					0.00
64-0902-9021	Expense	METER READING SALARIES	3,616.94	273.45		273.45	3,890.39
64-0903-9031	Expense	CUSTOMER ACCOUNTS SALARIES	97,589.74	14,219.07		14,219.07	111,808.81

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0903-9032	Expense	POSTAGE EXPENSE	11,253.25	1,471.38		1,471.38	12,724.63
64-0903-9033	Expense	COLLECTION EXPENSE					0.00
64-0903-9034	Expense	FORMS & SUPPLIES	2,493.94	511.49		511.49	3,005.43
64-0903-9035	Expense	COMMUNICATIONS EXPENSE	4,439.59	390.13		390.13	4,829.72
64-0903-9036	Expense	MISC. SUPPLIES & STATIONERY	3,289.03	619.19		619.19	3,908.22
64-0904-9004	Expense	UNCOLLECTIBLE ACCOUNTS		1,918.30		1,918.30	1,918.30
64-0920-9201	Expense	GENERAL & ADMIN. SALARIES	93,473.15	15,785.02		15,785.02	109,258.17
64-0921-9210	Expense	NEWSADS & PROMOTIONS	2,986.06	500.00		500.00	3,486.06
64-0921-9211	Expense	COMPUTER SUPPLIES & LABOR	22,994.50	2,838.22		2,838.22	25,832.72
64-0921-9212	Expense	WEBSITE, BOOKS & SUBSCRIPTIONS	2,149.62				2,149.62
64-0921-9213	Expense	COMMUNICATIONS EXPENSE	3,967.35	277.47		277.47	4,244.82
64-0921-9214	Expense	MEMBERSHIP FEES & DUES	11,109.75				11,109.75
64-0921-9215	Expense	SUPPLIES & EXPENSES	689.79	87.87		87.87	777.66
64-0921-9216	Expense	MEALS, TRAVEL, MEETINGS	6,509.63	219.52		219.52	6,729.15
64-0921-9217	Expense	MAINTENANCE CONTRACTS & LEASES	9,387.59	6,908.41		6,908.41	16,296.00
64-0921-9218	Expense	LICENSES & PERMITS	1,050.50				1,050.50
64-0921-9219	Expense	STATE & FED ASSESS./REQUIRE.	2,635.35	415.22		415.22	3,050.57
64-0921-9220	Expense	SMALL OFFICE EQUIPMENT					0.00
64-0923-9231	Expense	ATTORNEY/LEGAL EXPENSES	6,839.30	2,754.00		2,754.00	9,593.30
64-0923-9232	Expense	AUDITOR EXPENSE	9,137.50				9,137.50
64-0923-9233	Expense	ENGINEERING & CONSULTANTS	540.00	324.00		324.00	864.00
64-0923-9234	Expense	OUTSIDE SERVICES	35,492.49	2,976.06	20.00	2,956.06	38,448.55
64-0923-9235	Expense	CLEANING SERVICES	4,205.20	685.27		685.27	4,890.47
64-0923-9236	Expense	BUILDING & GROUNDS MAINTENANCE	437.31				437.31
64-0924-9241	Expense	PROPERTY & LIABILITY EXPENSE	22,132.92	2,012.08	9,786.60	(7,774.52)	14,358.40
64-0925-9251	Expense	WORKMANS COMP. INSURANCE	22,300.53	2,027.32		2,027.32	24,327.85
64-0926-9260	Expense	FICA INSURANCE	39,867.07	5,541.83		5,541.83	45,408.90
64-0926-9261	Expense	PERA EXPENSE	51,073.02	7,188.33		7,188.33	58,261.35
64-0926-9262	Expense	EMPLOYEE HOSPITALIZATION EXP.	240,606.34	2,388.21		2,388.21	242,994.55
64-0926-9263	Expense	EMPL LIFE & DISABILITY INS.	9,600.72	620.72		620.72	10,221.44
64-0926-9264	Expense	EDUCATION & SAFETY TRAINING	12,466.87				12,466.87
64-0926-9265	Expense	MEDICARE EXPENSE	9,323.94	1,296.11		1,296.11	10,620.05
64-0926-9266	Expense	UNEMPLOYMENT EXPENSE					0.00
64-0926-9267	Expense	HEAT SHARE EXPENSE	96.00				96.00
64-0930-9302	Expense	MISCELLANEOUS GENERAL EXPENSE	2,818.45	113.97		113.97	2,932.42
64-0930-9303	Expense	SERVICE TERRITORY EXPENSE	5,772.00	684.50		684.50	6,456.50
64-0930-9304	Expense	GENERAL FUND EXPENSE					0.00
64-0930-9305	Expense	REAL ESTATE TAXES					0.00
64-0930-9306	Expense	SALES TAX EXPENSE	1,217.36	153.55		153.55	1,370.91
64-0930-9307	Expense	COMMERCIAL REBATES	56,086.37	14,480.80		14,480.80	70,567.17
64-0930-9308	Expense	CONSERVATION IMPROVEMENT EXP	5,403.12	1,032.91		1,032.91	6,436.03
64-0930-9309	Expense	RESIDENTIAL REBATES	1,431.90	637.55		637.55	2,069.45

Trial Balance

PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
64-0930-9311	Expense	CHRISTIMAS LIGHTING EXPENSE	2,520.46	8.35		8.35	2,528.81
64-0933-9034	Expense	FORMS & SUPPLIES					0.00
64-0933-9330	Expense	TRANSPORTATION FUEL & LUBE	135.02	44.25		44.25	179.27
64-0933-9331	Expense	TRANSPORTATION REPAIRS & MAINT	869.47				869.47
64-0940-9402	Expense	EXTRAORDINARY EXPENSE					0.00
			0.00	3,213,695.05	3,213,695.05	0.00	0.00

Report Setup
Sort By:
Includes only active accounts
Includes accounts from 64-0001-1071 to 64-0940-9402
Printed for 12/1/2021 to 12/31/2021
Printed for all sources.

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PRINCETON PUBLIC UTILITIES COMMISSION
INCOME STATEMENT-WATER DEPARTMENT
FOR MONTH ENDING: DECEMBER 31, 2021

	Current Period	Year to Date	Last Year Current	Last Year YTD
OPERATING REVENUE:				
Residential Sales	49,793.95	774,280.83	54,592.05	735,189.88
Commercial Sales	18,132.43	363,078.19	15,851.63	357,680.20
Industrial Sales	9,619.49	124,262.35	8,967.76	115,491.31
Non Metered Sales	262.50	12,868.50	21.00	3,240.35
Service Line Repair Fee	1,480.00	17,665.00	1,468.00	17,502.00
Late Charges	943.44	11,660.92	748.36	7,743.13
Rent/Lease Income	0.00	38,066.28	0.00	36,757.00
Availability/Connection Fees	0.00	70,000.00	0.00	20,000.00
Construction Fees	0.00	0.00	0.00	0.00
Trunk Facilities Fees	0.00	12,748.00	0.00	0.00
Operating Transfers	0.00	0.00	0.00	0.00
Merchandise Sales	0.00	6,696.75	0.00	6,813.75
Other Operating Revenue	1,025.00	1,175.00	0.00	1,220.36
TOTAL OPERATING REVENUE:	81,256.81	1,432,501.82	81,648.80	1,301,637.98
OPERATING EXPENSES:				
Production Plant:				
Salaries & Supervision	6,896.12	84,032.45	13,118.61	84,576.43
Power for Pumping	2,188.99	33,401.04	2,368.65	32,744.96
Natural Gas	817.13	5,913.62	716.22	5,313.64
Utilities & Generator Expense	0.00	0.00	0.00	0.00
Lube Oil & Lubricants	0.00	0.00	0.00	0.00
Chemicals	0.00	19,047.00	0.00	18,093.22
Water Testing	596.41	3,020.24	67.00	2,784.07
Communications Expense	37.55	458.18	38.34	539.93
Scada & Computer Equipment	220.24	4,075.09	192.58	2,440.47
Equipment Repairs	0.00	3,526.55	232.85	2,025.34
Equip. Maint. & Inspections	0.00	1,300.00	0.00	219.50
Building & Grounds Maint.	0.00	1,395.39	(10.30)	3,425.28
Misc. Plant Expense	0.00	15.53	0.00	0.00
Total Production Plant:	10,756.44	156,185.09	16,723.95	152,162.84
Distribution System:				
Salaries & Supervision	8,712.07	97,888.83	13,541.70	121,356.20
System & Shop Supplies	12.80	32.18	276.98	1,125.89
Small Tools Expense	0.00	699.42	(77.43)	1,378.20
GIS Data & Maintenance Exp.	189.81	1,689.35	35.01	3,659.89
Computer Equip. & Maintenance	0.00	558.27	0.00	0.00
Safety Equipment	0.00	414.77	87.55	2,102.43
Education & Safety Training	510.00	1,281.50	0.00	1,020.00
Outside Services	86.40	596.17	6.48	384.49
Meter Expense	0.00	376.31	(5.72)	1,728.81
Customer Service Line Repair Exp.	0.00	4,793.20	0.00	2,055.80
Customer Owned Service Exp.	0.00	924.16	77.22	388.07
Dist. Repairs & Maintenance	0.00	5,006.91	142.80	4,862.95
Transportation Fuel & Oil	172.91	3,360.99	232.17	2,761.28
Vehicle Repair & Maint.	0.00	2,606.13	(71.48)	1,236.47
Equipment Repair & Maint.	0.00	223.07	0.00	3,353.00
Utilities	815.44	10,996.69	677.47	10,124.22
Building & Grounds Maint.	0.00	493.57	(27.58)	1,185.13
Misc. Dist. & Tower Maint. & Exp.	0.00	21.76	(11.08)	923.72
Total Distribution:	10,499.43	131,963.28	14,884.09	159,646.55

INCOME STATEMENT-WATER

	Current Period	Year to Date	Last Year Current	Last Year YTD
Customer Accts. Expenses:				
Customer Accts. Salaries	6,897.99	54,017.26	6,692.15	52,051.99
Meter Reading Salaries	969.06	3,795.94	448.97	3,338.09
Postage Expense	259.66	2,373.73	114.54	1,967.95
Collection Expense	0.00	0.00	0.00	0.00
Forms & Supplies	199.53	1,175.64	81.14	1,479.49
Communications Expense	151.59	1,832.93	142.21	1,704.67
Uncollectible Accts. Expense	151.12	151.12	394.76	394.76
Total Customer Acct. Expenses:	8,628.95	63,346.62	7,873.77	60,936.95
General & Administrative Expenses:				
Salaries & Supervision	7,989.89	57,834.25	7,436.32	55,615.73
Newads, Website, Subscriptions & Promos	0.00	1,152.34	0.00	4,988.74
Office Supplies, Computer Exp., & Sm. Equip.	507.01	5,918.61	235.54	4,908.38
Communications Expense	48.96	790.26	49.08	830.95
Membership Fees & Dues	0.00	2,052.25	0.00	1,958.40
Maint. Contracts, Licenses & Permits	1,283.13	7,079.64	167.21	8,406.75
State & Federal Assessments	4,201.00	16,656.00	4,128.00	16,512.00
Professional Fees	486.00	4,250.24	232.50	18,020.55
Outside Services	453.50	5,825.50	366.73	5,697.52
Meals, Travel, Meetings	0.00	707.17	(2.66)	133.62
Prop. & Liab. Insurance	(2,747.35)	5,308.32	(278.39)	7,722.28
Employee Pensions & Benefits	5,775.51	92,281.28	(11,296.95)	77,714.20
Education & Safety Training	0.00	2,195.63	0.00	2,260.88
Wellhead Plan Implementation	0.00	0.00	0.00	738.75
Sales Tax Expense	0.00	0.00	0.00	0.00
Building & Grounds Maint.	0.00	37.88	0.00	460.32
Misc. G&A Expense	0.00	238.18	0.00	168.93
Total General & Administrative:	17,997.65	202,327.55	1,037.38	206,138.00
Depreciation Expense	32,900.00	394,800.00	28,016.94	385,516.94
TOTAL OPERATING EXPENSES:	80,782.47	948,622.54	68,536.13	964,401.28
OPERATING INCOME /(LOSS)	474.34	483,879.28	13,112.67	337,236.70
NONOPERATING REVENUE (EXPENSE)				
Interest Income	0.00	0.00	16,268.58	16,268.58
Change in Fair Value of Investments	0.00	30.60	(12.15)	27.11
Misc. Non Oper. Income	169.20	295.05	707.00	2,787.41
Gain/(Loss) Disposal of Property	0.00	0.00	0.00	0.00
Gain/(Loss) Sale of Bonds	0.00	0.00	0.00	0.00
Interest Expense	(5,361.13)	(76,184.82)	(6,572.92)	(90,231.23)
Fines & Penalties	0.00	0.00	0.00	0.00
Amortization of Bond Discount	0.00	0.00	0.00	0.00
General Fund Expense	0.00	0.00	0.00	(3,500.00)
Total NonOperating Rev/(Exp)	(5,191.93)	(75,859.17)	10,390.51	(74,648.13)
NET INCOME/(LOSS)	(4,717.59)	408,020.11	23,503.18	262,588.57

PRINCETON PUBLIC UTILITIES COMMISSION
BALANCE SHEET-WATER DEPARTMENT
December 31, 2021

ASSETS

CURRENT ASSETS:			
Cash		831,711.94	
Temp Rate Stab Investments		0.00	
Customer Accounts Receivable		83,877.74	
Other Accounts Receivable		2,385.18	
Accrued Interest Receivable		0.00	
Inventory		44,401.25	
Prepaid Interest		0.00	
Prepaid Insurance		0.00	
Deferred Outflows of Resources		13,001.00	
Total Current Assets			975,377.11
RESTRICTED ASSETS:			
Construction in Progress		0.00	
MCMU Construction Fund		0.00	
Reserve Fund		97,500.00	
MCMU Reserve Fund		0.00	
Debt Service Fund		81,304.12	
PFA Debt Service Fund		19,277.94	
Capital Improvements Fund		1,183,600.52	
Total Restricted Assets			1,381,682.58
FIXED ASSETS:			
Land & Land Improvements	8,161.73		
Buildings	29,764.78		
Towers	1,856,019.63		
Wells	558,323.83		
Pumps	12,945.70		
Distribution System	4,910,582.75		
Treatment Plant	4,571,323.78		
Flouridation & Treatment System	124,029.43		
Trucks & Vehicles	74,124.47		
Tools, Shop & Garage Equipment	32,439.25		
Office Furniture & Equipment	30,792.37		
Miscellaneous Equipment	148,613.27	12,357,120.99	
Less: Accumulated Depreciation		(6,443,523.76)	
Total Fixed Assets			5,913,597.23
TOTAL ASSETS			8,270,656.92

PRINCETON PUBLIC UTILITIES COMMISSION
BALANCE SHEET-WATER DEPARTMENT
December 31, 2021

LIABILITIES AND FUND EQUITY			
CURRENT LIABILITIES			
Accounts Payable		3,479.61	
Accrued Interest Payable		6,832.03	
Severance Payable		0.00	
Current Bonds Payable		440,000.00	
Accrued Wages Payable		3,572.64	
Deferred Revenue		22,037.77	
Net Pension Liability		219,598.00	
Deferred Inflows of Resources		5,975.00	
Total Current Liabilties			701,495.05
NONCURRENT LIABILITIES:			
Contracts Payable		3,900.00	
Revenue Bonds Payable	1,240,000.00		
Less: Unamortized Bond Discount	0.00	1,240,000.00	
PFA Loan Payable		57,000.00	
Total NonCurrent Liablities			1,300,900.00
TOTAL LIABILITIES			2,002,395.05
FUND EQUITY			
Contributed		56,918.09	
Unappropriated Retained Earnings		5,803,323.67	
Net Income (Loss)		408,020.11	
Total Equity			6,268,261.87
TOTAL LIABILITIES & EQUITY			8,270,656.92

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
61-0001-1071	Asset	CONSTRUCTION IN PROGRESS					0.00
61-0001-1073	Asset	MCMU CONSTRUCTION FUND					0.00
61-0001-1251	Asset	RESERVE FUND	97,500.00				97,500.00
61-0001-1252	Asset	DEBT SERVICE FUND	44,095.82	37,208.30		37,208.30	81,304.12
61-0001-1253	Asset	PFA DEBT SERVICE FUND	14,458.48	4,819.46		4,819.46	19,277.94
61-0001-1255	Asset	MCMU RESERVE FUND					0.00
61-0001-1291	Asset	CAPITAL IMPROVEMENTS FUND	1,183,600.52				1,183,600.52
61-0001-1311	Asset	CASH ON DEPOSIT CHECKING	974,314.96	99,335.13	241,938.15	(142,603.02)	831,711.94
61-0001-1361	Asset	TEMP RATE STAB INVESTMENT					0.00
61-0001-1421	Asset	CUSTOMER ACCOUNTS RECEIVABLE	81,231.23	86,942.92	84,296.41	2,646.51	83,877.74
61-0001-1431	Asset	OTHER ACCOUNTS RECEIVABLE	2,789.16	262.50	666.48	(403.98)	2,385.18
61-0001-1453	Asset	DUE FROM ELECTRIC FUND					0.00
61-0001-1512	Asset	PLANT MATERIALS & SUPPLIES	43,787.63	1,626.78	1,013.16	613.62	44,401.25
61-0001-1513	Fixed Asset	FLOUIDATION & TREATMENT SYSTEM	124,029.43				124,029.43
61-0001-1521	Fixed Asset	WELLS	558,323.83				558,323.83
61-0001-1530	Fixed Asset	DISTRIBUTION SYSTEM	4,769,207.30	141,375.45		141,375.45	4,910,582.75
61-0001-1540	Fixed Asset	LAND & LAND IMPROVEMENTS	8,161.73				8,161.73
61-0001-1550	Fixed Asset	BUILDINGS	29,764.78				29,764.78
61-0001-1555	Fixed Asset	TREATMENT PLANT	4,571,323.78				4,571,323.78
61-0001-1560	Fixed Asset	OFFICE FURNITURE & EQUIPMENT	30,792.37				30,792.37
61-0001-1562	Fixed Asset	TOWERS	1,856,019.63				1,856,019.63
61-0001-1570	Fixed Asset	PUMPS	12,945.70				12,945.70
61-0001-1571	Fixed Asset	TRUCKS & VEHICLES	74,124.47				74,124.47
61-0001-1580	Fixed Asset	TOOLS, SHOP & GARAGE EQUIP.	32,439.25				32,439.25
61-0001-1590	Fixed Asset	MISCELLANEOUS EQUIPMENT	148,613.27				148,613.27
61-0001-1651	Asset	PREPAID INTEREST					0.00
61-0001-1652	Asset	PREPAID INSURANCE	1,090.09		1,090.09	(1,090.09)	0.00
61-0001-1710	Fixed Asset	ACCUMULATED DEPRECIATION	(6,410,623.76)		32,900.00	(32,900.00)	(6,443,523.76)
61-0001-1711	Asset	ACCRUED INTEREST RECEIVABLE					0.00
61-0001-1712	Asset	DEFERRED OUTFLOWS OF RESOURCES	13,001.00				13,001.00
61-0001-2160	Equity	CONTRIBUTED	(56,918.09)				(56,918.09)
61-0001-2161	Equity	BALANCE FROM INCOME STATEMENT					0.00
61-0001-2162	Equity	UNAPPROPRIATED EARNINGS (END)	(5,803,323.67)				(5,803,323.67)
61-0001-2211	Liability	REVENUE BONDS PAYABLE	(1,240,000.00)				(1,240,000.00)
61-0001-2261	Asset	UNAMORTIZED BOND DISCOUNT					0.00
61-0001-2281	Liability	SEVERANCE PAYABLE					0.00
61-0001-2311	Liability	CONTRACTS PAYABLE	1,500.00	1,500.00	6,900.00	(5,400.00)	(3,900.00)
61-0001-2315	Liability	CURRENT BONDS PAYABLE	(440,000.00)				(440,000.00)
61-0001-2321	Liability	ACCOUNTS PAYABLE	(3,429.54)	160,866.97	160,917.04	(50.07)	(3,479.61)
61-0001-2324	Liability	ACCRUED WAGES & TAXES			3,572.64	(3,572.64)	(3,572.64)
61-0001-2330	Liability	PFA LOAN PAYABLE	(57,000.00)				(57,000.00)
61-0001-2348	Liability	DUE TO ELECTRIC FUND					0.00

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
61-0001-2371	Liability	ACCRUED INTEREST PAYABLE	(1,470.90)		5,361.13	(5,361.13)	(6,832.03)
61-0001-2429	Liability	DEFERRED REVENUE	(22,037.77)				(22,037.77)
61-0001-2430	Liability	NET PENSION LIABILITY	(219,598.00)				(219,598.00)
61-0001-2431	Liability	DEFERRED INFLOWS OF RESOURCES	(5,975.00)				(5,975.00)
61-0403-4031	Expense	DEPRECIATION EXPENSE	361,900.00	32,900.00		32,900.00	394,800.00
61-0419-4191	Expense	INTEREST EXPENSE	70,823.69	5,361.13		5,361.13	76,184.82
61-0419-4290	Revenue	INTEREST INCOME					0.00
61-0419-4295	Revenue	CHANGE IN FAIR VALUE OF INVEST	(30.60)				(30.60)
61-0420-4201	Revenue	MAINTENANCE INCOME					0.00
61-0421-4210	Revenue	MISC. NON OPERATING INCOME	(125.85)		169.20	(169.20)	(295.05)
61-0421-4211	Revenue	GAIN/LOSS ON DISPOSAL OF ASSET					0.00
61-0424-4264	Revenue	GAIN OR LOSS RESALE OF BONDS					0.00
61-0426-4263	Expense	FINES & PENALTIES					0.00
61-0428-4281	Expense	AMORTIZATION OF BOND DISCOUNT					0.00
61-0440-4401	Revenue	RESIDENTIAL SALES	(724,486.88)		49,793.95	(49,793.95)	(774,280.83)
61-0440-4405	Revenue	SERVICE LINE REPAIR FEE	(16,185.00)		1,480.00	(1,480.00)	(17,665.00)
61-0440-4421	Revenue	COMMERCIAL SALES	(344,945.76)		18,132.43	(18,132.43)	(363,078.19)
61-0440-4431	Revenue	INDUSTRIAL SALES	(114,642.86)		9,619.49	(9,619.49)	(124,262.35)
61-0440-4441	Revenue	OPERATING TRANSFERS					0.00
61-0440-4491	Revenue	NON-METERED SALES	(12,606.00)		262.50	(262.50)	(12,868.50)
61-0450-4501	Revenue	LATE CHARGES	(10,717.48)	97.73	1,041.17	(943.44)	(11,660.92)
61-0450-4503	Revenue	CONNECTION FEE	(70,000.00)				(70,000.00)
61-0450-4504	Revenue	CONSTRUCTION FEES					0.00
61-0450-4505	Revenue	TRUNK FACILITIES FEES	(12,748.00)				(12,748.00)
61-0450-4541	Revenue	RENT/LEASE INCOME	(38,066.28)				(38,066.28)
61-0450-4563	Revenue	OTHER OPERATING REVENUE	(150.00)	162.48	1,187.48	(1,025.00)	(1,175.00)
61-0450-4565	Revenue	MERCHANDISE SALES	(6,696.75)				(6,696.75)
61-0540-5461	Expense	PRODUCTION PLANT SALARIES	77,136.33	6,896.12		6,896.12	84,032.45
61-0540-5471	Expense	POWER FOR PUMPING	31,212.05	2,188.99		2,188.99	33,401.04
61-0540-5472	Expense	NATURAL GAS	5,096.49	817.13		817.13	5,913.62
61-0540-5473	Expense	UTILITIES & GENERATOR EXPENSE					0.00
61-0540-5481	Expense	LUBE OIL & LUBRICANTS					0.00
61-0540-5482	Expense	CHEMICALS	19,047.00				19,047.00
61-0540-5483	Expense	WATER TESTING	2,423.83	596.41		596.41	3,020.24
61-0540-5511	Expense	COMMUNICATIONS EXPENSE	420.63	37.55		37.55	458.18
61-0540-5512	Expense	COMPUTER, AUDIO & SCADA EQUIP	3,854.85	220.24		220.24	4,075.09
61-0540-5541	Expense	EQUIPMENT REPAIRS	3,526.55				3,526.55
61-0550-5531	Expense	BUILDING & GROUNDS MAINTENANCE	1,395.39				1,395.39
61-0550-5542	Expense	EQUIP MAINT,SERV AGREE, INSPEC	1,300.00				1,300.00
61-0550-5571	Expense	MISCELLANEOUS PLANT EXPENSE	15.53				15.53
61-0580-5801	Expense	DISTRIBUTION SALARIES	89,176.76	8,712.07		8,712.07	97,888.83
61-0580-5811	Expense	SYSTEM & SHOP SUPPLIES	19.38	12.80		12.80	32.18

Trial Balance

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PRINCETON PUBLIC UTILITIES

Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
61-0580-5812	Expense	SAFETY EQUIP,RUBBER GOODS,TEST	414.77				414.77
61-0580-5813	Expense	SMALL TOOLS EXPENSE	699.42				699.42
61-0580-5814	Expense	EDUCATION & SAFETY TRAINING	771.50	510.00		510.00	1,281.50
61-0580-5815	Expense	OUTSIDE SERVICES	509.77	86.40		86.40	596.17
61-0580-5816	Expense	GIS DATA & MAINTENANCE EXP.	1,499.54	189.81		189.81	1,689.35
61-0580-5817	Expense	COMPUTER EQUIP. & MAINT. EXP.	558.27				558.27
61-0580-5862	Expense	METER EXPENSE	376.31				376.31
61-0580-5870	Expense	CUSTOMER SERVICE LINE REPAIR	4,793.20				4,793.20
61-0580-5871	Expense	CUSTOMER OWNED SERVICE EXP.	924.16				924.16
61-0580-5872	Expense	DIST. REPAIRS & MAINTENANCE	5,006.91				5,006.91
61-0580-5881	Expense	MISC. DISTRIBUTION EXPENSE					0.00
61-0580-5882	Expense	TRANSPORTATION FUEL & OIL	3,188.08	172.91		172.91	3,360.99
61-0580-5883	Expense	VEHICLE REPAIR & EXPENSE	2,606.13				2,606.13
61-0580-5886	Expense	EQUIPMENT REPAIR & EXPENSE	223.07				223.07
61-0580-5888	Expense	UTILITIES	10,181.25	815.44		815.44	10,996.69
61-0590-5921	Expense	BUILDING & GROUNDS MAINTENANCE	493.57				493.57
61-0590-5981	Expense	WATER TOWER MAINT.	21.76				21.76
61-0902-9021	Expense	METER READING SALARIES	2,826.88	969.06		969.06	3,795.94
61-0903-9031	Expense	CUSTOMER ACCOUNTS SALARIES	47,119.27	6,897.99		6,897.99	54,017.26
61-0903-9032	Expense	POSTAGE EXPENSE	2,114.07	259.66		259.66	2,373.73
61-0903-9033	Expense	COLLECTION EXPENSE					0.00
61-0903-9034	Expense	FORMS & SUPPLIES	379.24	90.26		90.26	469.50
61-0903-9035	Expense	COMMUNICATIONS EXPENSE	1,681.34	151.59		151.59	1,832.93
61-0903-9036	Expense	MISC. SUPPLIES & STATIONERY	596.87	109.27		109.27	706.14
61-0904-9004	Expense	UNCOLLECTIBLE ACCOUNTS		151.12		151.12	151.12
61-0920-9201	Expense	GENERAL & ADMIN. SALARIES	49,844.36	7,989.89		7,989.89	57,834.25
61-0921-9210	Expense	NEWSADS & PROMOTIONS	773.00				773.00
61-0921-9211	Expense	COMPUTER SUPPLIES & LABOR	5,292.79	491.50		491.50	5,784.29
61-0921-9212	Expense	WEBSITE, BOOKS & SUBSCRIPTIONS	379.34				379.34
61-0921-9213	Expense	COMMUNICATIONS EXPENSE	741.30	48.96		48.96	790.26
61-0921-9214	Expense	MEMBERSHIP FEES & DUES	2,052.25				2,052.25
61-0921-9215	Expense	SUPPLIES & EXPENSES	118.81	15.51		15.51	134.32
61-0921-9216	Expense	MEALS, TRAVEL, MEETINGS	707.17				707.17
61-0921-9217	Expense	MAINTENANCE CONTRACTS & LEASES	3,749.50	1,219.13		1,219.13	4,968.63
61-0921-9218	Expense	LICENSES & PERMITS	2,047.01	64.00		64.00	2,111.01
61-0921-9219	Expense	STATE & FED ASSESS./REQUIRE.	12,455.00	4,201.00		4,201.00	16,656.00
61-0921-9220	Expense	SMALL OFFICE EQUIPMENT					0.00
61-0923-9231	Expense	ATTORNEY/LEGAL EXPENSES	2,151.74	486.00		486.00	2,637.74
61-0923-9232	Expense	AUDITOR EXPENSE	1,612.50				1,612.50
61-0923-9233	Expense	ENGINEERING & CONSULTANTS					0.00
61-0923-9234	Expense	OUTSIDE SERVICES	4,904.92	360.08		360.08	5,265.00
61-0923-9235	Expense	CLEANING SERVICES	467.08	93.42		93.42	560.50

Trial Balance

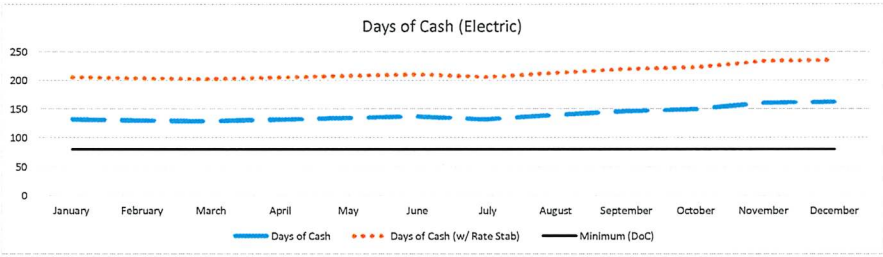
PRINCETON PUBLIC UTILITIES

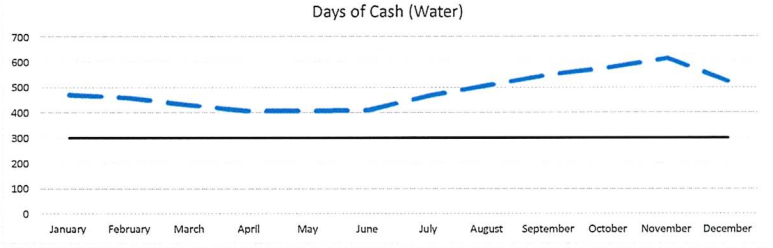
Account	Type	Description	Beginning Balance	Debit	Credit	Net Change	Ending Balance
61-0923-9236	Expense	BUILDING & GROUNDS MAINTENANCE	37.88				37.88
61-0924-9241	Expense	PROPERTY & LIABILITY EXPENSE	8,055.67	732.33	3,479.68	(2,747.35)	5,308.32
61-0925-9251	Expense	WORKMANS COMP. INSURANCE	3,935.39	357.76		357.76	4,293.15
61-0926-9260	Expense	FICA INSURANCE	16,974.89	1,847.04		1,847.04	18,821.93
61-0926-9261	Expense	PERA EXPENSE	19,109.45	2,355.33		2,355.33	21,464.78
61-0926-9262	Expense	EMPLOYEE HOSPITALIZATION EXP.	40,961.58	726.75		726.75	41,688.33
61-0926-9263	Expense	EMPL LIFE & DISABILITY INS.	1,554.46	56.67		56.67	1,611.13
61-0926-9264	Expense	EDUCATION & SAFETY TRAINING	2,195.63				2,195.63
61-0926-9265	Expense	MEDICARE EXPENSE	3,970.00	431.96		431.96	4,401.96
61-0926-9266	Expense	UNEMPLOYMENT EXPENSE					0.00
61-0930-9301	Expense	WELLHEAD PLAN IMPLEMENTATION					0.00
61-0930-9302	Expense	MISCELLANEOUS GENERAL EXPENSE	238.18				238.18
61-0930-9304	Expense	GENERAL FUND EXPENSE					0.00
61-0930-9306	Expense	SALES TAX EXPENSE					0.00
			0.00	623,821.00	623,821.00	0.00	0.00

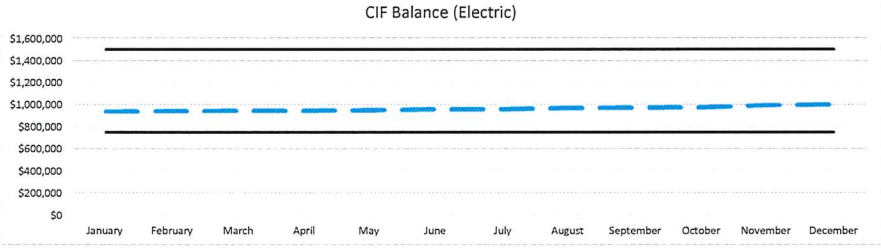
Report Setup
Sort By:
Includes only active accounts
Includes accounts from 61-0001-1071 to 61-0930-9306
Printed for 12/1/2021 to 12/31/2021
Printed for all sources.

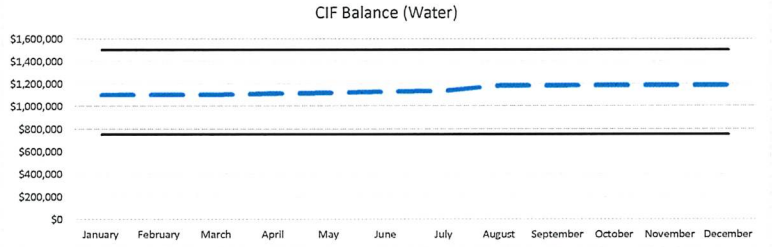
Electric										
Month	Annual Operating Expenses (2020)	Depreciation (2020)	Cash	CIF	Rate Stab	Days of Cash	Days of Cash (w/ Rate Stab)	Minimum (DoC)	Minimum (CIF)	Maximum (CIF)
January	$6,734,785	$683,591	$2,190,508	$933,823	$1,211,898	132	205	80	$750,000	$1,500,000
February	$6,734,785	$683,591	$2,156,444	$939,059	$1,211,898	130	203	80	750,000	1,500,000
March	$6,734,785	$683,591	$2,137,126	$940,844	$1,211,898	129	202	80	750,000	1,500,000
April	$6,734,785	$683,591	$2,183,299	$940,859	$1,211,898	132	205	80	750,000	1,500,000
May	$6,734,785	$683,591	$2,229,618	$946,042	$1,211,898	134	208	80	750,000	1,500,000
June	$6,734,785	$683,591	$2,271,061	$955,133	$1,211,898	137	210	80	750,000	1,500,000
July	$6,734,785	$683,591	$2,195,601	$956,189	$1,211,898	132	206	80	750,000	1,500,000
August	$6,734,785	$683,591	$2,313,271	$965,202	$1,211,898	140	213	80	750,000	1,500,000
September	$6,734,785	$683,591	$2,420,798	$968,343	$1,211,898	146	219	80	750,000	1,500,000
October	$6,734,785	$683,591	$2,471,976	$972,625	$1,211,898	149	222	80	750,000	1,500,000
November	$6,734,785	$683,591	$2,659,086	$990,601	$1,211,898	160	233	80	750,000	1,500,000
December	$6,734,785	$683,591	$2,684,713	$996,283	$1,211,898	162	235	80	750,000	1,500,000

WATER							
Annual Operating Costs (2020)	Depreciation (2020)	Cash	CIF	Days of Cash	Minimum (DoC)	Minimum (CIF)	Maximum (CIF)
$964,401	$385,517	$745,372	$1,097,540	470	300	$750,000	$1,500,000
$964,401	$385,517	$726,723	$1,098,559	458	300	750,000	1,500,000
$964,401	$385,517	$682,110	$1,098,719	430	300	750,000	1,500,000
$964,401	$385,517	$646,312	$1,110,719	408	300	750,000	1,500,000
$964,401	$385,517	$645,180	$1,115,660	407	300	750,000	1,500,000
$964,401	$385,517	$650,150	$1,124,753	410	300	750,000	1,500,000
$964,401	$385,517	$738,117	$1,130,853	465	300	750,000	1,500,000
$964,401	$385,517	$805,591	$1,179,601	508	300	750,000	1,500,000
$964,401	$385,517	$869,552	$1,179,601	548	300	750,000	1,500,000
$964,401	$385,517	$914,787	$1,183,601	577	300	750,000	1,500,000
$964,401	$385,517	$974,315	$1,183,601	614	300	750,000	1,500,000
$964,401	$385,517	$831,712	$1,183,601	524	300	750,000	1,500,000



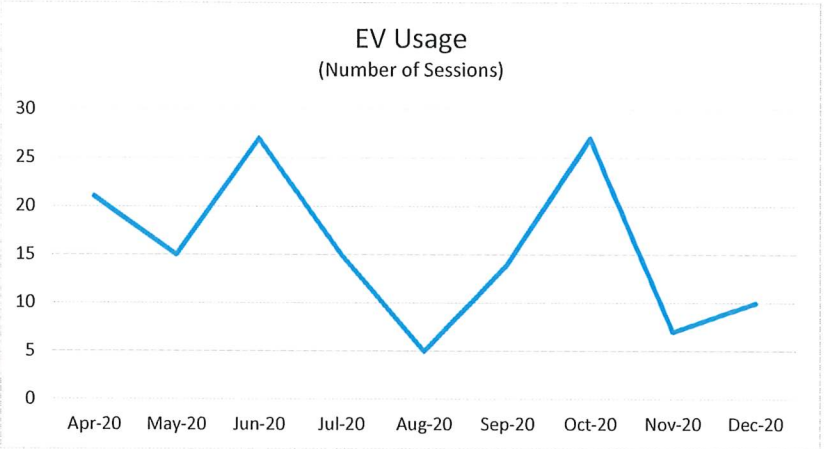






11C

EV Usage Tracking	Sessions	Fees	kWh Delivered
Apr-20	21	$148.80	230
May-20	15	$180.40	481
Jun-20	27	$377.66	699
Jul-20	15	$9.30	15
Aug-20	5	$16.85	32
Sep-20	14	$122.59	141
Oct-20	27	$251.58	286
Nov-20	7	$69.69	84
Dec-20	10	$143.28	157



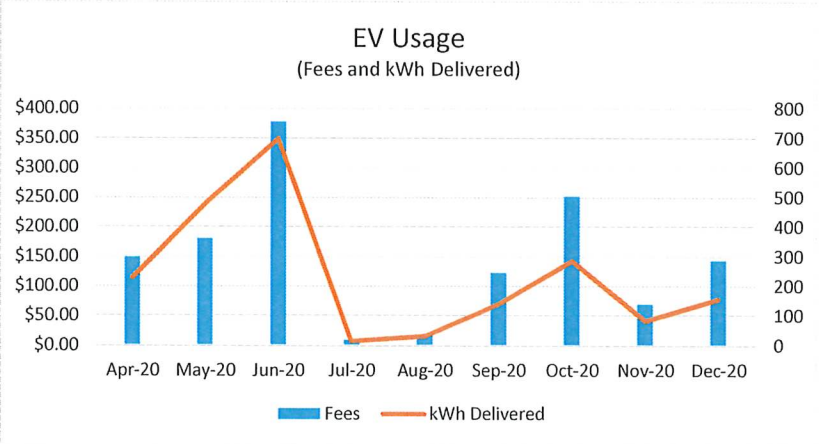


EXHIBIT A
TASK ORDER

Task Order No. 03 Effective Date: January 26, 2022

Task Order Amendment to the
DGR ENGINEERING
Master Agreement for Professional Services

DGR Engineering (Consultant) agrees to provide to: **Princeton Public Utilities – Princeton, Minnesota** (Client), the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services executed by and between Consultant and Client on the **18th** day of **December, 2020**.

TASK ORDER PROJECT NAME: Phase 1 Electric Distribution Improvements

TASK ORDER PROJECT DESCRIPTION: In 2021, a System Study & Capital Improvements Plan (CIP) was developed for the Municipal Electric System in Princeton. The project for which the following Scope of Services is developed is for the "Phase 1" distribution improvements work described in the CIP.

The proposed improvements are as follows:

- Convert the existing 4.16 kV Feeders 6 and 7 to 12.47 kV underground, including a new underground feeder from the Power Plant.
- Reconductor the 12.47 kV North Substation – Power Plant Tie with 750 aluminum underground.

DGR CONTACT PERSON: Andy Koob, P.E., Project Manager

CLIENT CONTACT PERSON: Keith Butcher, General Manager

SCOPE OF WORK: Following is a detailed scope of services that we will perform as part of this Task Order:

Hourly Portion:

Preliminary Design Phase:

1. Meet with Client staff to review the improvements to be made to the Client's distribution system as identified in the CIP. Determine the final area of the system to be converted.
2. Conduct fieldwork to ascertain the required facilities necessary to develop the circuitry, including development of a work scope definition by all parties.

3. Prepare a preliminary layout of the new 12.47 kV underground primary electric utility, including proposed connections and switching locations for tying the new 12.47 kV underground distribution system to the existing system.

4. Prepare an updated detailed cost estimate for the project.

5. Develop a project schedule for permitting, material procurement, bidding, construction, and energization.

6. Compile the above preliminary design information into correspondence for review by the Client. Proceed to the final design, bidding, and construction phases after review of any comments from Client.

Permitting Phase:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Construction Phase:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Construction Staking:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Final Phase:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Lump Sum Portion:

Final Design Phase:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Bidding Phase:

** To be added later by Amendment upon completion of the Preliminary Design Phase

FEE ARRANGEMENT: We propose the following fee arrangement for the identified work:

Segment	Fee Amount	Fee Type
Preliminary Design Phase	$ 14,500	Hourly-Estimate
Permitting Phase	**	Hourly-Estimate
Construction Phase	**	Hourly-Estimate
Construction Staking	**	Hourly-Estimate
Final Phase	**	Hourly-Estimate
Subtotal – Hourly-Estimate Portion	$ 14,500	
Final Design Phase	**	Lump Sum
Bidding Phase	**	Lump Sum
Subtotal – Lump Sum Portion	**	
Total	$ 14,500	

** To be added later by Amendment upon completion of the Preliminary Design Phase

All "Lump Sum" work is inclusive of personnel, subsistence, travel, computer, and other costs. No billings above the lump sum figure will be made.

All "Hourly" work will be billed at the then-current Hourly Fee Schedule then in effect at the time the work is performed. A copy of the current 2022 Hourly Fee Schedule A is attached as Exhibit B. In addition to the amount relating to the personnel grade of the individuals doing the work, the only other expenses expected to be billed directly are travel-related costs (primarily mileage); subsistence costs if overnight stays are required (food and lodging); and Engineer's consultant charges (if any).

SPECIAL TERMS AND CONDITIONS:

** To be added later by Amendment upon completion of the Preliminary Design Phase

Princeton Public Utilities **Princeton, Minnesota** (Client)	**DeWild Grant Reckert and Associates Company** **d/b/a DGR Engineering** (Consultant)
By: _____	By: _____
Print: _____	Print: Blair A. Metzger
Title: _____ (Authorized signature and Title)	Title: President (Authorized signature and Title)
Address: 907 1st Street, P.O. Box 218	Address: 1302 South Union Street
City: Princeton, MN 55371	City: Rock Rapids, IA 51246
Date: _____	Date: January 21, 2022

EXHIBIT B

DGR ENGINEERING

JANUARY 2022

HOURLY FEE SCHEDULE A

Personnel Grade	Engineer Hourly Rate	Technician Hourly Rate	Administrative Hourly Rate
01	$100	$59	$54
02	$106	$64	$56
03	$112	$69	$60
04	$118	$73	$65
05	$127	$78	$70
06	$140	$84	$75
07	$152	$88	$80
08	$162	$94	$85
09	$175	$100	$90
10	$187	$106	$96
11	$200	$112	$103
12	$212	$117	$118
13	$226	$123	$135
14	$232	$132	$166
15	$238	$142	$219

Reimbursable Expenses:

1. Standard vehicle mileage at the IRS standard mileage rate in effect at the time.
2. Survey/staking/heavy duty trucks at $0.80 per mile.
3. Other travel, subsistence, lodging at actual out-of-pocket cost.
4. GPS Survey Equipment (when used) at $31.25 per hour.
5. ATV and UTV Equipment (when applicable) at $12.50 per hour.

13A

EXHIBIT A
TASK ORDER

Task Order No. 04 Effective Date: January 26, 2022

Task Order Amendment to the
DGR ENGINEERING
Master Agreement for Professional Services

DGR Engineering (Consultant) agrees to provide to: **Princeton Public Utilities – Princeton, Minnesota** (Client), the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the Master Agreement for Professional Services executed by and between Consultant and Client on the **18th** day of **December, 2020**.

TASK ORDER PROJECT NAME: Electric System Coordination Study

TASK ORDER PROJECT DESCRIPTION: In 2021, a System Study & Capital Improvements Plan (CIP) was developed for the Municipal Electric System in Princeton. The project for which the following Scope of Services is developed is for the electric system coordination study included as part of the "Phase 1" miscellaneous system improvements described in the CIP.

DGR CONTACT PERSON: Andy Koob, P.E., Project Manager

CLIENT CONTACT PERSON: Keith Butcher, General Manager

SCOPE OF WORK: Following is a detailed scope of services that we will perform as part of this Task Order:

Lump Sum Portion:

Coordination Study:

1. Perform a coordination study of all protective equipment - including relays and fuses - to ensure that they operate as intended and that miscoordination is minimized. Facilities to be studied are as follows:
   a. North Substation.
   b. Power Plant Substation (excluding generation facilities).
   c. South Substation.
   d. 4.16 kV Distribution System.
   e. 12.47 kV Distribution System.

2. Propose changes to relay settings and fuses sizes if the analysis results show changes are needed.

3. Issue a report of the analysis for review by the Client.

Hourly Portion:

Relay Settings Implementation:

1. Provide new relay settings as recommended in the report for installation by Client staff, if required.

2. In support of Client's ongoing relay upgrade project for the generation facilities, provide new SEL-300G relay settings for installation by Client staff as requested.

FEE ARRANGEMENT: We propose the following fee arrangement for the identified work:

Segment	Fee Amount	Fee Type
Coordination Study	$ 15,800	Lump Sum
Subtotal – Lump Sum Portion	$ 15,800	
Relay Settings Implementation	$ 1,900	Hourly-Estimate
Subtotal – Hourly-Estimate Portion	$ 1,900	
Total	$ 17,700	

All "Lump Sum" work is inclusive of personnel, subsistence, travel, computer, and other costs. No billings above the lump sum figure will be made.

All "Hourly" work will be billed at the then-current Hourly Fee Schedule then in effect at the time the work is performed. A copy of the current 2022 Hourly Fee Schedule A is attached as Exhibit B. In addition to the amount relating to the personnel grade of the individuals doing the work, the only other expenses expected to be billed directly are travel-related costs (primarily mileage); subsistence costs if overnight stays are required (food and lodging); and Engineer's consultant charges (if any).

SPECIAL TERMS AND CONDITIONS:

1. Existing fuse sizes and relay settings databases will be provided by Client.
2. Protective device testing is not included.

Princeton Public Utilities **Princeton, Minnesota** (Client)	**DeWild Grant Reckert and Associates Company** **d/b/a DGR Engineering** (Consultant)
By: _____	By: _____
Print: _____	Print: Blair A. Metzger
Title: _____ (Authorized signature and Title)	Title: President (Authorized signature and Title)
Address: 907 1st Street, P.O. Box 218	Address: 1302 South Union Street
City: Princeton, MN 55371	City: Rock Rapids, IA 51246
Date: _____	Date: January 21, 2022

EXHIBIT B

DGR ENGINEERING

JANUARY 2022

HOURLY FEE SCHEDULE A

Personnel Grade	Engineer Hourly Rate	Technician Hourly Rate	Administrative Hourly Rate
01	$100	$59	$54
02	$106	$64	$56
03	$112	$69	$60
04	$118	$73	$65
05	$127	$78	$70
06	$140	$84	$75
07	$152	$88	$80
08	$162	$94	$85
09	$175	$100	$90
10	$187	$106	$96
11	$200	$112	$103
12	$212	$117	$118
13	$226	$123	$135
14	$232	$132	$166
15	$238	$142	$219

Reimbursable Expenses:

1. Standard vehicle mileage at the IRS standard mileage rate in effect at the time.
2. Survey/staking/heavy duty trucks at $0.80 per mile.
3. Other travel, subsistence, lodging at actual out-of-pocket cost.
4. GPS Survey Equipment (when used) at $31.25 per hour.
5. ATV and UTV Equipment (when applicable) at $12.50 per hour.

13C

MEMORANDUM 22-01

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: ACH Credit
DATE: January 26th, 2022

ITEM SUMMARY

At the November and December Commission meetings, the Commission directed staff to provide residential customers who successfully pay by ACH a 3% credit from their water charges. This memo summarizes the process by which this credit will be processed.

BACKGROUND INFORMATION

The Commission's purpose in offering a 3% water credit to residential customers is to recognize the lower administrative burden in serving those customers who pay regularly through the ACH process thereby lowering the utility's cost to serve.

Those customers that successfully pay via ACH through the utility office will receive a 3% credit on their water customer charge and their water volumetric charge in their next month's bill. A timeline for our first credit is listed below.

- At the end of January, bills are mailed that are due on February 12th.
- A customer is enrolled in ACH by February 1st and a payment is successfully completed in full by the February 12th due date.
- February bills are calculated and a 3% credit is added to the account based on new charges.
- At the end of February, bills are mailed that are due on March 12th. These bills include a 3% credit.
- If at any time the ACH is denied (such as: insufficient funds) through no fault of the utility, the credit will be suspended until after the next successful ACH completion.

RECOMMENDATION

Princeton Public Utilities recommends adoption of this process and hopes to implement it with the February billing due March 12th for all successful ACH payments completed in February. This process will continue every month thereafter.

MEMORANDUM 22-02

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: Convenience Fees
DATE: January 26th, 2022

ITEM SUMMARY

Staff are continuing to develop a plan to implement a credit card fee on all customers that use a credit card.

DISCUSSION

PPU has been working with our contractor, NeonLink, to develop a mechanism to collect a convenience fee on all credit card purchases. After working closely with Complete Merchant Solutions (CMS), we have been presented with a new User Agreement that will allow us to continue processing credit cards as a means of payment.

The new terms is that the credit card fee will increase from $2 per transaction to 2.5% per transaction. NeonLink is confident that they can come up with a way to collect the credit card fee at the time of transaction. It is expected that NeonLink will have to issue two transactions (one for the utility bill amount and one for the convenience fee). These will then show up as separate individual line items on the customer's credit card statements.

The original motion adopted by the Commission in November of 2021 was that PPU would charge "a maximum convenience fee of $2.40 per transaction as allowed by law". Under the terms of the new user agreement, the language would need to be updated to correlate to the new transaction fee (ie. 2.5%).

NeonLink would be able to collect this fee and submit it directly to CMS thereby avoiding the intermediate step of sending funds to PPU that is to be passed on. NeonLink anticipates that they would need 30 days to re-program their payment processing system to accommodate this new change. As part of the process, all current auto-pay customers using credit cards will be suspended. Customers using credit cards will need to re-sign-up for auto-pay to ensure that they understand that a fee will now be processed along with any credit card payment.

If all of this is acceptable to the Commission, staff will work to establish a schedule for conversion that can be presented at the next Commission meeting in February.

RECOMMENDATION

Staff is looking for direction on several items:

1. Does the Commission wish to amend its previous motion to match the new user agreement with CMS?
2. If acceptable, does the Commission wish to make accepting the terms of the new user agreement?

MEMORANDUM 22-03

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: MN Pay Equity Report
DATE: January 26th, 2022

ITEM SUMMARY

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. PPU's next report is due January 31, 2022. Approval from the governing body is required in order to submit a report.

RESULTS

Information as of December 31st, 2021 was entered into the state's Pay Equity Management System. The key metric determining compliance is called the Underpayment Ratio which is defined below.

> *The minimum requirement to pass the statistical analysis test is an underpayment ratio of 80%. The underpayment ratio is calculated by dividing the percentage of male classes below predicted pay by the percentage of female classes below predicted pay. Jurisdictions with an underpayment ratio below 80% can improve their score by increasing salaries for female classes to at or above predicted pay. If the underpayment ratio is less than 80%, a jurisdiction may still pass the statistical analysis test if the t-test results are not statistically significant. The t-test measures the average dollar difference from predicted pay for male and female classes.*

PPU's Underpayment Ratio is 90%. Since this is greater than 80%, PPU complies with Minnesota's Pay Equity Act. No further analysis is required.

RECOMMENDATION

Princeton Public Utilities recommends approval of the 2022 Minnesota Pay Equity Report so that it can be filed with the state by the January 31st deadline.

MEMORANDUM 22-04

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: Deposit Refund Terms
DATE: January 26th, 2022

ITEM SUMMARY

In October, the Commission directed PPU to implement a deposit return policy based on a credit check through our contractor.

RESULTS

The process has worked well, however we have run into a situation and the Commission may wish to consider refining the definition of a successful credit check.

The credit check looks at several factors. A negative result means that the applicant does not pass. A positive result means that the applicant passes.

One, PPU needs to be able to perform an ID verification. If the Name, Social Security Number, and/or address does not match, the credit check will be negative

Two, the Commission directed PPU to implement a credit score minimum of approximately 650. As a result, PPU instructed our contractor to set our limits higher than their default.

Three, our contractor has a list of several other financial parameters that it considers. The Commission can change any of these as it so chooses.

- The credit file is not score-able (regardless of credit history) – Negative
- Bankruptcy 7 Active - Negative
- Bankruptcy 7 Discharged/Dismissed - Negative
- Bankruptcy 13 Active - Negative
- Bankruptcy 13 Discharged/Dismissed – Negative
- Unpaid Utility Debts (non-PPU) – Negative
- Unpaid Telecomm Debts – Negative

When the Deposit is to be refunded, per policy, it is to be returned as a credit on their account.

RECOMMENDATION

Princeton Public Utilities requests direction on these parameters.

14C

MEMORANDUM 22-05

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: Deposit Interest Rates
DATE: January 26th, 2022

ITEM SUMMARY

Each year the Commission establishes the interest rate paid on all customer deposits.

BACKGROUND

Utility Deposit Interest Rates

Minnesota law (Minn. Stat. 325E.02 (b)) requires that, privately or publicly owned water, gas, telephone, cable television, electric light, heat, or power companies shall pay a specific interest rate on customer deposits.

By December 15 of each year, the Commissioner of the Minnesota Department of Commerce is required to announce the interest rate for the next year.

The rate for 2022 is 0.2%

The rates are calculated using these steps:

The last full week in November 2021 was November 15 - 19.

The yields on one-year United States Treasury securities adjusted for constant maturity for this week are:

- Monday, November 15 : 0.18%
- Tuesday, November 16 : 0.17%
- Wednesday, November 17 : 0.18%
- Thursday, November 18 : 0.18%
- Friday, November 19: 0.18%

These yield rates come from the U.S Department of the Treasury's Interest Rate Statistics, specifically the one-year Daily Treasury Yield Curve Rates from the Treasury's web site.

The average of these five yields is .178%. The required interest rate, rounded to the nearest tenth of a percent, is 0.2%

Rate History

2021 = 0.1%
2020 = 1.5%
2019 = 2.7%
2018 = 1.6%
2017 = 0.8%
2016 = 0.5%
2015 = 0.1%
2014 = 0.1%
2013 = 0.2%
2012 = 0.1%
2011 = 0.3%

2010 = 0.3%
2009 = 1.0%
2008= 3.3%
2007= 5.0%
2006= 4.4%

325E.02 CUSTOMER DEPOSITS.

Any customer deposit required before commencement of service by a privately or publicly owned water, gas, telephone, cable television, electric light, heat, or power company shall be subject to the following:

(a) Upon termination of service with all bills paid, the deposit shall be returned to the customer within 45 days, less any deductions made in accordance with paragraph (c).

(b) Interest shall be paid on deposits in excess of $20. The rate of interest must be set annually and be equal to the weekly average yield of one-year United States Treasury securities adjusted for constant maturity for the last full week in November. The interest rate must be rounded to the nearest tenth of one percent. By December 15 of each year, the commissioner of commerce shall announce the rate of interest that must be paid on all deposits held during all or part of the subsequent year. The company may, at its option, pay the interest at intervals it chooses but at least annually, by direct payment, or as a credit on bills.

(c) At the time the deposit is made the company shall furnish the customer with a written receipt specifying the conditions, if any, the deposit will be diminished upon return.

(d) Advance payments or prepayments shall not be construed as being a deposit.

RECOMMENDATION

Staff recommends establishing the 2022 interest rate on deposits at 0.2%.

14D

MEMORANDUM 22-06

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: Tort Liability Waiver Form
DATE: January 26th, 2022

ITEM SUMMARY

Each year the Commission must decide whether to waive or not waive statutory tort liability limits.

BACKGROUND

Enclosed for approval, is the liability coverage waiver form developed by the League of Minnesota Cities. PPU has historically chosen to "NOT WAIVE" the monetary limits on municipal tort liability.

RECOMMENDATION

Staff recommends that PPU "DOES NOT WAIVE" the monetary limits on municipal tort liability established in Minnesota Statutes 466.04.

LEAGUE of MINNESOTA CITIES

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.

- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:
Princeton Public Utilities

Check one:

☑ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

14 E

MEMORANDUM 22-07

TO: Princeton Public Utilities Commission
FROM: Keith R. Butcher, General Manager
SUBJECT: Cogeneration and Small Power Production Tariff
DATE: January 26th, 2022

ITEM SUMMARY

Each year the Commission updates the Cogeneration and Small Power Production Tariff.

BACKGROUND

Enclosed for approval, per the Distributed Generation Rules for Princeton Public Utilities adopted by Princeton Public Utilities on February 28th, 2018, are updates to the cogeneration and small power production tariff consisting of:

SCHEDULE 1.
Calculation of the average retail utility energy rates

SCHEDULE 4.
The estimated average incremental energy costs by seasonal, peak and off-peak periods and annual avoided capacity costs from Southern Minnesota Municipal Power Agency.

Princeton Public Utilities' Cogeneration and Small Power Production Tariff
This information is available to the public at our offices or on our website at www.PrincetonUtilities.com. Upon approval of the Cogeneration and Small Power Production Tariff, Princeton Public Utilities will publish a cogeneration and small power generation notice on our website at www.PrincetonUtilities.com.

Below is a summary of the annual QF Report as required under the Distributed Generation Rules.

Customer ID	2021 Total Energy (kWh)	2021 Total Amount ($)
787 11-15	2,678	$333.41
4818 9-72	1,865	$232.19
6939 5-129	6,227	$785.11
Total	10,770	$1,350.71

RECOMMENDATION

Staff recommends adopting the 2022 Distributed Generation Rules for Princeton Public Utilities.

2022 Princeton Public Utilities
Cogeneration and Small Power Production Tariff
Effective 01/01/2022

AVAILABILITY

Available to all customers where the customer has qualified small power production or cogeneration facilities connected in parallel with the Princeton Public Utilities' ("The Utility") facilities. The customer is required to execute an interconnection Agreement with the Utility. A Qualifying Facility (QF) is a cogeneration and small power production facility that satisfies the conditions in 18 Code of Federal Regulations, Section 292.101(b).

CHARACTER OF SERVICE

Alternating current, 60 hertz, at available secondary voltages.

RATE

The Utility shall pay the customer monthly for all energy furnished during the month at the Rate shown in Section 1-4 below.

1. Net Energy Billing: Available to any QF of less than 40 kW capacity that do not select either the Roll Over Credits, Simultaneous Purchase and Sale Bill or Time of Day rates.

   The Utility shall bill the qualifying facility for the excess of energy supplied by the Utility above energy supplied by the qualifying facility during each billing period according to the Utility's applicable retail rate schedule. The Utility shall pay the customer for the energy generated by the qualifying facility that exceeds that supplied by the Utility during a billing period under Schedule 1 as filed with the Princeton Public Utilities Commission:

Service Type	ARCER
Residential	$ 0.1245/kWh
Small Commercial	$ 0.1295/kWh
Large General Service	$ 0.070/kWh
Large Power Service	$ 0.0624/kWh

2. Roll Over Credits: Available to any QF of less than 40 kW capacity that do not select either Net Energy Billing, Simultaneous Purchase and Sale Bill or Time of Day rates.

   Kilowatt-hours produced by the QF in excess of the monthly usage shall be supplied as an energy credit on the customer's energy bill, carried forward and applied to subsequent energy bills, with an annual true-up on December 31. Excess energy credits existing as of December 31 shall default back to the Utility with no compensation to the QF.

3. Simultaneous Purchase and Sale Billing: Available to any QF of less than 40 kW capacity that do not select or qualify for either the Net Energy Billing, Roll Over Credits or Time of Day Rate and does not receive a time of day retail electric service from the Utility.

Utility shall pay the customer for all energy delivered as follows under Schedule 5 as filed with the Princeton Public Utilities Commission:

	October – March	April – September
Energy Payment ($/kWh)	$ 0.02425	$ 0.02287
Capacity Payment for Firm Power ($/kW)	$ 0.00000	$ 0.00000

4. Time-of-Day Purchase Rate: Available to any QF of less than 100 kW capacity or less and available to QFs with capacity of more than 100 kW if firm power is provided.

   Utility shall pay the customer for all energy delivered as follows under Schedule 5 as filed with the Princeton Public Utilities Commission:

	October – March	April – September
On Peak Energy Payment ($/kWh)	$ 0.02701	$ 0.02641
Off Peak Energy Payment ($/kWh)	$ 0.01874	$ 0.01579
Capacity Payment for Firm Power ($/kW)	$ 0.00000	$ 0.00000

TAXES

The rates set forth are based on currently effective taxes and the amount of any increase in existing or new taxes on the transmission, distribution or sale of electricity allocable to sales hereunder shall be added to the rates as appropriate to be paid by the customer.

SCHEDULE 1 – AVERAGE RETAIL UTILITY ENERGY RATE

Net Energy Billing: Available to any QF of less than 40 kW capacity that does not select either Roll-Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

Princeton Public Utilities shall bill QF for any excess of energy supplied by insert Utility name above energy supplied by the QF during each billing period according to Princeton Public Utilities' applicable rate schedule. Princeton Public Utilities shall pay the customer for the energy generated by the QF that exceeds that supplied by Princeton Public Utilities during a billing period at the "average retail utility energy rate." "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available shall be used in the computation. The "average retail utility energy rates" are as follows:

Customer Class	Average Retail Utility Energy Rate
Residential Service	$0.1245 / kWh
Small General Service	$0.1295 / kWh
Large General Service	$0.0700 / kWh
Large Power Service	$0.0624 / kWh

SCHEDULE 4 – AVERAGE INCREMENTAL COST

Estimated Marginal Energy Costs ($/MWh)						
		2022	2023	2024	2025	2026
Summer	**On Peak**	**44.87**	**37.74**	**38.48**	**36.08**	**35.93**
	Off Peak	31.40	24.37	25.77	25.64	26.58
	All Hours	37.59	30.52	31.62	30.44	30.88
Winter	**On Peak**	56.22	43.99	42.68	42.67	42.19
	Off Peak	41.15	31.89	32.10	30.87	31.78
	All Hours	48.08	37.46	36.96	36.30	36.57
Annual	**On Peak**	50.54	40.87	40.58	39.37	39.06
	Off Peak	36.27	28.13	28.94	28.26	29.18
	All Hours	42.84	33.99	34.29	33.37	33.73
Annual # hours on-peak:						

Description of season and on-peak and off-peak periods	
Summer:	April through September
Winter:	October through March
On-peak period:	6 am to 10 pm Monday through Friday except holiday (New Years, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day)
Off-peak period:	All other hours

Estimated Marginal Energy Costs

The estimated system average incremental energy costs are calculated by seasonal peak and off-peak periods for each of the next five years. For each seasonal period, system incremental energy costs are averaged during system daily peak hours, system daily off-peak hours, and all hours in the season. The energy costs are increased by a factor equal to 50 percent of the line losses.

The energy needs of Princeton Public Utilities are served through its membership in Southern Minnesota Municipal Power Agency (SMMPA). SMMPA, in turn, is a member of the Midcontinent ISO (MISO). As a result, the municipal's incremental energy cost is equivalent to the MISO hourly Locational Marginal Price (LMP). Actual hourly LMP will vary significantly based on several parameters such as weather, energy demand, and generation availability. The table above represents a forecast of the MISO hourly LMP values averaged over each specific time period at the MISO Minnesota Hub.

Capacity Costs

SMMPA, Princeton Public Utilities' wholesale supplier, has neither planned generating facility additions nor planned additional capacity purchases, other than from qualifying facilities, during the ensuing ten years, thus SMMPA and Princeton Public Utilities are deemed to have no avoidable capacity costs.