

Minutes of the Moorhead Public Service Commission
Hjemkomst Center, Auditorium
Tuesday, July 15, 2025 – 4:30 PM

MEMBERS PRESENT: Lisa Borgen, Matthew Leiseth, Jason Ness, and Joel Paulsen (Interactive Technology—Personal)

MEMBERS ABSENT: Heidi Durand and Paul Baker

OTHERS PRESENT: General Manager Travis Schmidt; Staff Members Adam Benhardt, Cheryl Glasoe, Taylor Holte, Jake Long, Andrew Nord, Marc Pritchard, and James Sumba; MPS Attorney John Boulger; Assistant City Manager Mike Rietz

1. CALL TO ORDER.

Commissioner Borgen called the meeting to order at 4:30 PM. A quorum of the following members was present: Borgen, Leiseth, Ness, and Paulsen.

2. APPROVE AGENDA.

Commissioner Leiseth made a motion to approve the agenda. Commissioner Ness seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

3. APPROVE CONSENT AGENDA.

Commissioner Ness made a motion to approve the consent agenda. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

[The consent agenda approved above includes all items shown herein with an asterisk (*). These items were considered routine or non-controversial by the Commission and were enacted by the Commission in one motion, which is the motion above to approve the consent agenda.]

***4. APPROVE MINUTES OF JUNE 17, 2025.**

Commissioner Ness made a motion to approve the minutes of June 17, 2025. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

***5. APPROVE BILLS FOR PAYMENT.**

Commissioner Ness made a motion to approve the bills for payment. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

- *6. APPROVE REVISED EXHIBITS TO THE FIRM ELECTRIC SERVICE CONTRACT WITH WAPA AND THE REVISED INTERCONNECTION CONTRACT AND EXHIBITS WITH WAPA AND SPP.**

Commissioner Ness made a motion to approve the following:

- (A) Revision 1 to Exhibit B of the Firm Electric Service Contract No. 14-UGPR-1008 between Western Area Power Administration and the City of Moorhead;*
- (B) Revision 1 to Exhibit C of Firm Electric Service Contract No. 14-UGPR-1008 between Western Area Power Administration and the City of Moorhead;*
- (C) Revision to Interconnection Contract No. 14-UGPR-2008.2 between Western Area Power Administration, the City of Moorhead, and Southwest Power Pool, which supersedes Interconnection Contract No. 14-UGPR-2008.1;*
- (D) Revision 2 to Exhibit A of Consolidated Facility Arrangements Contract No. 14-UGPR-3008 between Western Area Power Administration and the City of Moorhead;*
- (E) Revision 1 to Exhibit A of Interconnection Contract No. 14-UGPR-2008.2 between Western Area Power Administration, the City of Moorhead, and Southwest Power Pool; and*
- (F) Revision 1 to Exhibit B of Interconnection Contract No. 14-UGPR-2008.2 between Western Area Power Administration, the City of Moorhead, and Southwest Power Pool.*

Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

- *7. APPROVE LICENSE AND INDEMNIFICATION AGREEMENT WITH CENTER FOR PLASTIC SURGERY.**

Commissioner Ness made a motion to approve the License and Indemnification Agreement with Center for Plastic Surgery to allow for the installation of a sign within Moorhead Public Service's transmission line easement, contingent upon final legal approval. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

- *8. APPROVE AMENDMENT NO. 1 TO TASK ORDER NO. 2025-1 WITH SANDMAN STRUCTURAL ENGINEERS FOR CONSTRUCTION OF MPS' REDUNDANT NETWORK OPERATIONS CENTER.**

Commissioner Ness made a motion to approve Amendment No. 1 to Task Order No. 2025-1 with Sandman Structural Engineers for the construction of Moorhead Public Service's redundant Network Operations Center in an amount not-to-exceed \$60,000. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

- *9. APPROVE TASK ORDER NO. 10 WITH SEH FOR CONSTRUCTION PHASE ENGINEERING SERVICES FOR THE OZONE GENERATOR AND EQUIPMENT REPLACEMENT PROJECT AT MPS' WATER TREATMENT PLANT.**

Commissioner Ness made a motion to approve Task Order No. 10 with Short Elliott Hendrickson, Inc., in an amount not-to-exceed \$184,856 for professional services related to construction phase engineering services for the Ozone Generator and Equipment Replacement Project at Moorhead Public Service's Water Treatment Plant, contingent upon final legal approval. Commissioner Leiseth seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

10. CUSTOMERS TO BE HEARD/RECOGNITIONS.

There were no customers to be heard.

11. OLD BUSINESS.

There was no old business to discuss.

12. REPORTS.

City Council.

Commissioner Borgen stated that she attended a recent Moorhead City Council (Council) Workshop, where Chris Helmick, Moorhead's new Chief of Police, provided an update to the Council. Borgen also mentioned that the Commission's Budget Working Group, MPS staff, and City staff met to discuss the Moorhead City Hall project.

Public Service Commission.

No report was made.

General Manager's Report.

General Manager Travis Schmidt provided an update on the U.S. Environmental Protection Agency's recommendations regarding lead service lines. Water Distribution Manager Jake Long responded to questions of the Commission. Water Plant Manager Marc Pritchard provided an update on information that MPS received from the Minnesota Department of Transportation regarding land applying MPS' lime byproduct material. Schmidt stated that several MPS linemen traveled to Hillsboro, North Dakota, to assist with outages that occurred due to a storm in June 2025. Schmidt also mentioned that he was recently appointed to serve on MRES' Board of Directors and as secretary of the Western Minnesota Municipal Power Agency.

Accept Report on MPS' Financing and Bonding Capacity Projects.

Christine Hogan, Director with Baker Tilly Municipal Advisors, LLC, explained her role with MPS and presented a PowerPoint, which included MPS' current Moody's rating, projected future financing needs, projected debt service and debt service coverage, bonding covenants, and rating scorecard summary. Hogan responded to questions of the Commission.

Commissioner Ness made a motion to accept the report on Moorhead Public Service's financing and bonding capacity projects. Commissioner Paulsen seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

13. AWARD BID FOR CONSTRUCTION PHASE OF OZONE GENERATOR AND EQUIPMENT REPLACEMENT PROJECT AT MPS' WATER TREATMENT PLANT.

Water Plant Manager Marc Pritchard provided information on the bids received for the project, and the lowest, qualified bid was below the engineer's estimate by approximately \$110,000 (the engineer's estimate was \$661,900). Pritchard responded to questions of the Commission.

Commissioner Leiseth made a motion to award the bid for the construction phase of the Ozone Generator and Equipment Replacement Project at Moorhead Public Service's Water Treatment Plant to CC Steel, LLC, for \$550,000 for the base bid and \$3,000 for Alternate No. 1, for a total bid price of \$553,000, as shown on the Bid Tabulation Sheet attached hereto and made a part of these minutes. Commissioner Ness seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

14. APPROVE SPONSORSHIP REQUESTS FROM MOORHEAD PARKS AND RECREATION FOR UPCOMING SPECIAL EVENTS.

General Manager Travis Schmidt provided information on the sponsorship requests from Moorhead Parks and Recreation for upcoming special events.

Commissioner Ness made a motion to approve the sponsorship requests from Moorhead Parks and Recreation for RiverArts, Greater Moorhead Days, and Trunk or Treat in the amount of \$3,850. Commissioner Paulsen seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

15. APPROVE SPONSORSHIP REQUEST FROM CLAY COUNTY EARLY CHILDHOOD INITIATIVE FOR THE LONGEST TABLE MOORHEAD AND DILWORTH.

General Manager Travis Schmidt provided information on the sponsorship request from Clay County Early Childhood Initiative for The Longest Table Moorhead and Dilworth event.

Commissioner Leiseth made a motion to approve the sponsorship request from Clay County Early Childhood Initiative for The Longest Table Moorhead and Dilworth in the amount of \$1,000. Commissioner Paulsen seconded the motion. General Manager Travis Schmidt mentioned that MPS provides water to the City of Dilworth. The motion was amended by Commissioner Leiseth to increase the amount to \$3,500. Commissioner Paulsen seconded the amended motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

16. APPROVE MARKETING OPPORTUNITY WITH FARGO MOORHEAD WEST FARGO CHAMBER OF COMMERCE FOR THE MIDWEST ENERGY SUMMIT.

General Manager Travis Schmidt provided information on the marketing opportunity with the Fargo Moorhead West Fargo Chamber of Commerce for the Midwest Energy Summit.

Commissioner Paulsen made a motion to approve the marketing opportunity with the Fargo Moorhead West Fargo Chamber of Commerce for the Midwest Energy Summit in the amount of \$10,000. Commissioner Paulsen seconded the motion. The motion passed with a 4-0 vote. Voting Yes: Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

17. CLOSE MEETING FOR EXECUTIVE SESSION.

The meeting was not closed for executive session.

18. UPCOMING MEETINGS.

Upcoming meetings of the Moorhead Public Service Commission are scheduled for August 5, 2025 (if needed), and August 26, 2025.

19. ADJOURN.

The meeting adjourned at 5:34 PM.

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The minutes herein are approved on this 26th day of August, 2025.

APPROVED BY:



**Joel Paulsen
Chairpersonⁱ**

ATTEST:



**Lisa Borgen
Secretaryⁱ**

ⁱ Pursuant to the Bylaws of the Moorhead Public Service Commission adopted January 18, 2022, Article 3, Section 11, states, "The Chairperson and Secretary shall sign, execute, and acknowledge all instruments authorized by the Commission or as are incident to the office. If either the Chairperson or Secretary is unavailable to execute an instrument, the Vice Chairperson may execute the instrument in place of the unavailable officer. Execution of instruments by two officers is required."