



MOORHEAD PUBLIC SERVICE COMMISSION

MEETING AGENDA

Tuesday, September 23, 2025 - 4:30 PM

**Hjemkomst Center
202 First Avenue North, Moorhead
Auditorium**

Commissioners:

Joel Paulsen, Chairperson
Paul Baker, Vice Chairperson
Lisa Borgen, Secretary
Heidi Durand
Matt Leiseth
Jason Ness

Travis L. Schmidt, General Manager

The Moorhead Public Service Commission welcomes and encourages customer input on issues listed on the agenda or of general water/electric utility interest—time and Commission permitting. Speakers are limited to 3-minute presentations. Customers wishing to address the Commission regarding a specific agenda item will be afforded an opportunity during the discussion of that item. Customers wishing to speak on matters not listed on the agenda will be given the opportunity to do so under the heading “Customers to Be Heard/Recognitions.” Each person requesting the opportunity to speak is asked to fill out a *Request to Speak Form* (located on the table in the back of the room) and present it to the Administrative Assistant in attendance at the meeting. Any follow-up or feedback will be done by e-mail on anything that cannot be resolved this evening.

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Approve Consent Agenda**

All agenda items listed with an asterisk (*) are on the consent agenda and are considered routine or non-controversial. These items may be enacted by the Commission in one motion, which is a motion to approve the consent agenda. No discussion is expected for the items on the consent agenda; however, prior to approving the consent agenda, the Commission may request specific items be removed from the consent agenda for discussion and separate action.
- *4. Approve Minutes of August 26, 2025**
- *5. Approve Bills for Payment**
- 6. Customers to Be Heard/Recognitions**
- 7. Old Business**

8. **Reports**
 - a. **City Council**
 - b. **Public Service Commission**
 - c. **General Manager's Report**
- *9. **Approve Specifications and Authorize Advertisement for Bids for 2026 Electrical Materials**
- *10. **Approve Specifications and Authorize Advertisement for Bids for 2025/2026 Tree Trimming**
- *11. **Approve Amendments to Firm Electric Service and Consolidated Facility Arrangements Contracts with WAPA and Revisions to Interconnection and Tie Line(s) Contract with Southwest Power Pool**
- *12. **Approve Specifications and Authorize Advertisement for Bids for 2026 Water Treatment and Wastewater Treatment Chemicals**
13. **Approve Updated Part 1 of MPS' Wellhead Protection Plan**
14. **Approve Sponsorship Request from Moorhead Business Association for Annual Member Celebration**
15. **Approve Policy on Advanced Metering Infrastructure Opt-Outside Option**
16. **Close Meeting for Executive Session (if needed)**
17. **Upcoming Meetings**
 - a. **Public Service Commission Meetings**
 - October 7, 2025 (if needed)**
 - October 21, 2025**
 - b. **Meeting Opportunities for Commissioners^(A)**
 - **Public Power Week**
October 6-10, 2025
 - Imagine a Day Without Water**
October 16, 2025
 - **APPA Customer Connections Conference**
November 2-5, 2025, Salt Lake City, UT
 - **Midwest Energy Summit**
November 19, 2025, West Fargo, ND

18. **Adjourn**

How to obtain Public Service Commission agendas:

View on the Internet. Any attachments that are not available online may be viewed at the offices of Moorhead Public Service. E-mail subscription: mps@mpsutility.com
Request a copy at MPS' Business Office located at 2901 S. Frontage Road, Suite 2, Moorhead, MN 56560. Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in Commission meetings will be provided. To arrange assistance, call Moorhead Public Service at 218.477.8003 (voice) or 711 (TDD/TTY).**Moorhead Public Service Commission meetings are broadcast live on Channel 12-Moorhead Community Access Television in Moorhead and digital Channels 67 and 68 for the metro area.**

Some members of the Moorhead Public Service Commission may be attending today's meeting via interactive technology.

^(A) APPA = American Public Power Association - www.publicpower.org
MMUA = Minnesota Municipal Utilities Association - www.mmua.org
MRES = Missouri River Energy Services - www.mrenergy.com
AWWA = American Water Works Association - www.awwa.org
MN AWWA = American Water Works Association-Minnesota Section - www.mnawwa.org
RRBC = Red River Basin Commission - www.redriverbasincommission.org

Minutes of the Moorhead Public Service Commission
Hjemkomst Center, Auditorium
Tuesday, August 26, 2025 – 4:30 PM

MEMBERS PRESENT: Paul Baker, Lisa Borgen, Matthew Leiseth, Jason Ness, and Joel Paulsen

MEMBERS ABSENT: Heidi Durand

OTHERS PRESENT: General Manager Travis Schmidt; Staff Members Adam Benhardt, Taylor Holte, Jake Long, Mark Moilanen, Lisa Norstad, Marc Pritchard, and James Sumba; MPS Attorney John Boulger; Downtown Moorhead, Inc. President/CEO Derrick LaPoint; City Manager Dan Mahli; and Assistant City Manager Mike Rietz

1. CALL TO ORDER.

Chairperson Paulsen called the meeting to order at 4:34 PM. A quorum of the following members was present: Baker, Borgen, Leiseth, Ness, and Paulsen.

2. APPROVE AGENDA.

Commissioner Ness made a motion to approve the agenda. Commissioner Leiseth seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

3. APPROVE CONSENT AGENDA.

Commissioner Borgen made a motion to approve the consent agenda. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, 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 JULY 15, 2025.**

Commissioner Borgen made a motion to approve the minutes of July 15, 2025. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

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

Commissioner Borgen made a motion to approve the bills for payment. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

***6. APPROVE CHANGE ORDERS NO. 1 AND 2 WITH BORDER CONSTRUCTION, LLC, FOR CONSTRUCTION OF MPS' REDUNDANT NETWORK OPERATIONS CENTER.**

Commissioner Borgen made a motion to approve Change Orders No. 1 and 2 for the construction of Moorhead Public Service's redundant Network Operations Center to Border Construction, LLC, in the total amount of \$55,503.98. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

7. CUSTOMERS TO BE HEARD/RECOGNITIONS.

There were no customers to be heard and no recognitions were made.

8. OLD BUSINESS.

There was no old business to discuss.

9. REPORTS.

City Council.

Commissioner Borgen stated that the Moorhead City Council (City Council) decided to pause aerial mosquito spraying for two weeks and, in the meantime, held a City Council workshop to discuss residents' concerns. On August 25, 2025, City Council voted on August 25, 2025, to resume spraying in accordance to the City of Moorhead's policy. Borgen also stated that Moorhead Public Service needs to work toward a decision regarding its financial contribution to the new Moorhead City Hall.

Public Service Commission.

No report was made.

General Manager's Report.

General Manager Travis Schmidt provided an introduction of the General Manager's Report, which included the 2025 second quarter Strategic Plan updates, quarterly dashboard reports for the second quarter, a press release from Missouri River Energy Services, as well as several cards thanking MPS for its sponsorships. Schmidt responded to questions of the Commission.

Accept Report on Regional Electric Rates.

Construction Manager Adam Benhardt provided an overview of this report and explained how electric rates establish our competitive standing in relation to surrounding utilities. Schmidt and Benhardt responded to questions of the Commission. Discussion was held.

Commissioner Ness made a motion to accept the report on regional electric rates. Commissioner Baker seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

Accept Report on Reserved Capacity Agreements with MRES and Transmission for Potential Large-Load Customers.

General Manager Travis Schmidt introduced Mr. Terry Wolf, Missouri River Energy Services' (MRES') Vice President and Chief Operating Officer. Mr. Wolf provided a PowerPoint presentation on MRES' role in providing power to MPS, information on long-term power resource needs, potential impacts from future

industrial growth, and proactive steps and opportunities that MPS can make to accommodate growth. Schmidt and Mr. Wolf responded to questions of the Commission. Discussion was held.

Commissioner Leiseth made a motion to accept the report on Reserved Capacity Agreements with Missouri River Energy Services and transmission for potential large-load customers. Commissioner Borgen seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

Accept Report on Potential Use of Lime Sludge in Roadway Construction.

Water Plant Manager Marc Pritchard provided an update on research initiatives being conducted at the Minnesota Department of Transportation, Michigan State University, and Texas A&M for potential uses of lime sludge and their findings thus far. Pritchard responded to questions of the Commission.

Commissioner Ness made a motion to accept the report on the potential use of lime sludge in roadway construction. Commissioner Borgen seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

Accept Report on MPS' Advanced Metering Infrastructure Project.

Water Distribution Manager Jake Long provided an update on the completion of the initial System Acceptance Testing area and how customers will be notified for the upcoming phase. General Manager Travis Schmidt and Long responded to questions of the Commission. Discussion was held.

Commissioner Leiseth made a motion to accept the report on Moorhead Public Service's Advanced Metering Infrastructure Project. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

10. APPROVE TASK ORDER NO. 3 WITH MBN ENGINEERING FOR MPS' 115 KV TRANSMISSION LINE UPGRADE PROJECT FROM THE FARGO SUBSTATION TO THE SHEYENNE DIVERSION.

Project Engineer Taylor Holte provided background information regarding the need for Task Order No. 3 with MBN Engineering, Inc. This task order will provide project management services, including preparing bid specifications and providing support to MPS staff during the bid process for upgrading MPS' 115 kV transmission line in West Fargo. MPS Attorney John Boulger, General Manager Travis Schmidt, and Holte responded to questions of the Commission. Discussion was held.

Commissioner Borgen made a motion to approve Task Order No. 3 with MBN Engineering, Inc., for Moorhead Public Service's 115 kV Transmission Line Upgrade Project from the Fargo Substation to the Sheyenne Diversion, contingent upon final legal approval. Commissioner Ness seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

11. AWARD BID FOR FURNISHING ELECTRIC POWER TRANSFORMERS AT MPS' NORTHEAST SUBSTATION.

Project Engineer Taylor Holte provided details regarding the bids that MPS received for two 28 MVA transformers that will be installed at MPS' Northeast Substation Project. MPS Attorney John Boulger and Holte responded to questions of the Commission.

Commissioner Leiseth made a motion to award the bid for furnishing electric power transformers at Moorhead Public Service's Northeast Substation to Prolec-GE Waukesha, Inc., in the amount of \$3,617,560, contingent upon final legal approval, and authorize the General Manager to approve all change orders up to a cumulative maximum of 5 percent of the contract amount, not-to-exceed 5 percent of the approved contract. Commissioner Borgen seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

12. AWARD BID FOR FURNISHING 115 KV BREAKERS AT MPS' NORTHEAST SUBSTATION.

Project Engineer Taylor Holte provided details regarding the bids that MPS received for furnishing six 115 kV breakers that will be installed at MPS' Northeast Substation Project.

Commissioner Ness made a motion to award the bid for furnishing 115 kV breakers at Moorhead Public Service's Northeast Substation to Border States Industries, Inc., in the amount of \$913,800, contingent upon final legal approval, and authorize the General Manager to approve all change orders up to a cumulative maximum of 5 percent of the contract amount, not-to-exceed 5 percent of the approved contract. Commissioner Borgen seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

13. REVIEW PRELIMINARY 2026 BUDGET TIMETABLE, APPOINT COMMISSION WORKING GROUPS, AND SET DATE FOR WATER AND ELECTRIC RATE HEARINGS.

Administration and Finance Manager Mark Moilanen provided information on MPS' 2026 budget timetable, the upcoming Water Rate Study and electric and water rate hearings, and the process for determining the proposed 2026 electric and water rates. General Manager Travis Schmidt responded to questions of the Commission. Discussion was held.

Commissioner Borgen made a motion to appoint Commissioners Baker, Borgen, and Paulsen to serve on the Budget Working Group, appoint Commissioners Borgen, Leiseth, and Ness to serve on the Human Resources Working Group, and set Tuesday, October 21, 2025, as the date for the water and electric rate hearings. Commissioner Baker seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

14. CLOSE MEETING FOR EXECUTIVE SESSION.

Chairperson Paulsen stated that the meeting will be closed for executive session as permitted by Minnesota Statutes, Section 13D.05, subdivision 3(c), to discuss possible property transaction involving Parcel No. 10.032.1000 in Clay County, Minnesota, and authorize the General Manager to negotiate a Purchase Agreement.

Commissioner Borgen made a motion to close the meeting for executive session and adjourn upon conclusion of executive session. Commissioner Baker seconded the motion. The motion passed with a 5-0 vote. Voting Yes: Baker, Borgen, Leiseth, Ness, and Paulsen. Voting No: None.

THE MEETING WAS CLOSED FOR EXECUTIVE SESSION AT 6:14 PM.

PRESENT IN CLOSED SESSION WERE: COMMISSIONERS PAUL BAKER, LISA BORGEN, MATT LEISETH, JASON NESS, AND JOEL PAULSEN; GENERAL MANAGER TRAVIS SCHMIDT; STAFF MEMBERS JAKE LONG, MARK MOILANEN, AND MARC PRITCHARD; MPS ATTORNEY JOHN BOULGER.

15. UPCOMING MEETINGS.

Upcoming meetings of the Moorhead Public Service Commission are scheduled for September 2, 2025 (if needed), and September 23, 2025.

16. ADJOURN.

The meeting adjourned at 6:43 PM.

The minutes herein are approved on this 23rd day of September, 2025.

APPROVED BY:

ATTEST:

Joel Paulsen
Chairpersonⁱ

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."

General Manager's Report

1. **MPS to Participate in MRES' Retail Customer Survey.**

Moorhead Public Service (MPS) will be participating in Missouri River Energy Services' (MRES') Retail Customer Survey between September 22, 2025, and November 21, 2025. MRES has partnered with GreatBlue Research, Inc., to handle all survey fielding, data collection, and analysis. This is an opportunity for MPS to:

- Receive feedback directly from customers about satisfaction, expectations, and service priorities.
- Benchmark its performance against peer utilities and track progress over time.
- Identify key drivers of customer trust, loyalty, and satisfaction.
- Stay ahead of changing customer needs using professional, third-party research.

2. **MPS Received Notification of Surrender of Pole Attachment License from Landis+Gyr.**

On September 3, 2025, MPS received the attached Notification of Surrender or Modification of Pole Attachment License by Licensee from Landis+Gyr Technology, Inc. (Landis+Gyr), of its intent to surrender its License Agreement with MPS. Landis+Gyr will remove all of its equipment from MPS' utility poles by May 22, 2026, and will continue to pay lease fees up to that date.

3. **Update on Annual Emergency Response Coordination Meeting.**

The U.S. Environmental Protection Agency (EPA) requires MPS to have a Risk Management Plan (RMP) for the safe storage and use of liquid chlorine on-site at MPS' Water Treatment Plant. EPA has published amendments to its Code of Federal Regulations (CFRs) for the RMP Rule. MPS implemented a new Emergency Response Coordination to comply with EPA's updated Sections 68.93 and 68.96 of the 40 CFR Part 68. According to EPA, comprehensive emergency action plans, when combined with emergency response training and drills, can effectively minimize the impact of an accidental release by ensuring timely and effective facility response.

On September 4, 2025, an annual Emergency Response Annual Coordination meeting was held with MPS staff, Moorhead Fire Department staff, and Clay County's Emergency Management Director, Lt. Gabe Tweten. During the meeting, the group reviewed each entity's responsibilities in the event of a chlorine leak or any other emergency. They reviewed and discussed MPS' RMP and Emergency Operations Plan, as well as the specific roles of each entity. The group also discussed future tabletop exercises and training events that would be beneficial to MPS, the Moorhead Fire Department, and the Moorhead community.

4. **MPS Participates in Greater Moorhead Days Parade.**

MPS employees and their families participated in the Greater Moorhead Days Parade that was held on September 5, 2025. As the parade sponsor, MPS judged the parade entries based upon the parade's theme, workmanship, and creativity. Staff presented the winners with a sign to display on their float during the parade. MPS employees distributed approximately 150 mini footballs and 171 pounds of candy to spectators attending this event.

5. Thank You Notes from Moorhead Area Public Schools and Moorhead Legacy Education Foundation.

Attached are thank you notes from Moorhead Area Public Schools and Moorhead Legacy Education Foundation thanking MPS and MRES (Bright Energy Solutions Program) for sponsoring the Moorhead 2025/2026 District Calendar.

6. Thank You Letter from Moorhead American Legion Post 21.

Attached is a thank you letter from Moorhead American Legion Post 21 (American Legion) thanking MPS for sponsoring the Veterans Honor Flight of ND/MN Summer Blast Fundraiser that was held July 25-27, 2025. With MPS' contribution, the American Legion raised just over \$30,000 and will be able to send 19 veterans to Washington, DC, to visit the memorials that were built in their honor.

Division/Response Person: Travis L. Schmidt, General Manager.

We'd like your input on what we can do to better serve you.

Moorhead Public Service is conducting a survey of our customers. This survey gathers customer feedback on the electric services provided to homes and businesses in our community, helping us identify opportunities to enhance future programs and improve service.

Please scan the QR code or access the survey on our website at www.mpsutility.com.

**YOUR
VOICE
MATTERS!**

Have a say in what ***powers*** your day!



bit.ly/MoorheadSurvey2025

***Share your feedback
in just 10 minutes!***



Moorhead Public Service
2901 S Frontage Road, Suite #2
Moorhead, MN 56560
218-477-8000
www.mpsutility.com

EXHIBIT C

NOTIFICATION OF SURRENDER OR MODIFICATION
OF POLE ATTACHMENT LICENSE BY LICENSEE

_____, 20__

MOORHEAD PUBLIC SERVICE

In accordance with the terms and conditions of the License Agreement between us, dated May 22, 2012, notice is hereby given that the License covering attachments to the following poles is surrendered (or modified, as indicated);

License No. _____ Dated _____, 20__

<u>Pole Identification</u>	<u>Attachment Removed</u>	<u>Modification/Surrendered</u>
50 - Various (see Attachment "A")		Surrendered

Landis + Gyr Technology, Inc.

(Name of Licensee)

By 

Title Manager, Program Operations

Date of Notice Received _____ By _____

Total Poles Discontinued _____



MOORHEAD
AREA PUBLIC SCHOOLS

Community Engagement and Public Relations

District Operations Center

1313 30th Ave. S., Moorhead, MN 56560

Phone: 218-284-3322 ▪ Fax: 218-284-3333

www.moorheadschoools.org

▪ **Executive Director:** 218-284-3322

August 18, 2025

Dear Sponsor,

On behalf of Moorhead Area Public Schools, thank you for sponsoring our annual district calendar. Your partnership directly supports the Moorhead Legacy Education Foundation's mission to meet the ever-changing needs of our students, staff, programs and facilities. Together, we are helping shape the future of Moorhead graduates and equipping them for lifelong learning.

Through MLEF's grants, scholarships and milk/snack break assistance, students receive opportunities and support that make a real and lasting difference in their lives. Your sponsorship helps make that possible.

We deeply value the partnerships we have with community businesses like yours. The ongoing encouragement and investment our Spud students and staff receive from the Moorhead community is a vital part of their success. We wish your business a successful year ahead and are truly grateful for your continued support.

With appreciation,

Brenda Richman

Executive Director of Community Engagement and Public Relations



MOORHEAD
AREA PUBLIC SCHOOLS

Community Engagement and Public Relations

District Operations Center

1313 30th Ave. S., Moorhead, MN 56560

Phone: 218-284-3322 ▪ Fax: 218-284-3333

www.moorheadschoools.org

▪ **Executive Director:** 218-284-3322

August 18, 2025

Dear Sponsor,

On behalf of Moorhead Area Public Schools, thank you for sponsoring our annual district calendar. Your partnership directly supports the Moorhead Legacy Education Foundation's mission to meet the ever-changing needs of our students, staff, programs and facilities. Together, we are helping shape the future of Moorhead graduates and equipping them for lifelong learning.

Through MLEF's grants, scholarships and milk/snack break assistance, students receive opportunities and support that make a real and lasting difference in their lives. Your sponsorship helps make that possible.

We deeply value the partnerships we have with community businesses like yours. The ongoing encouragement and investment our Spud students and staff receive from the Moorhead community is a vital part of their success. We wish your business a successful year ahead and are truly grateful for your continued support.

With appreciation,

Brenda Richman

Executive Director of Community Engagement and Public Relations



Dear Sponsor,

On behalf of the Veterans Honor Flight of ND/MN and the Moorhead American Legion Post 21, I would like to extend our heartfelt gratitude for your generous support of the Summer Blast event. Your commitment and sponsorship helped make this special occasion a memorable experience for our veterans and their families.

Thanks to your contribution, we raised just over \$30,000.00, and with that, we will be able to send 19 Veterans to Washington D.C. to personally see the memorials that were built in their honor. Your dedication to supporting our nation's heroes truly makes a difference in our community, and your partnership means so much to our organization.

We are deeply grateful for your continued generosity and commitment to giving back to those who have sacrificed so much for our freedom. We look forward to the opportunity to work together in the future to honor and support our veterans.

With sincere appreciation,

The Veterans Honor Flight of ND/MN Team

A handwritten signature in black ink that reads "Lori Ishaug".

Lori Ishaug, VP Veterans Honor Flight of ND/MN

A handwritten signature in black ink that reads "Scott B. Moen".

Scott B. Moen, Manager, Moorhead American Legion Post 21



Moorhead Public Service Commission Agenda Item #9 – September 23, 2025

Approve Specifications and Authorize Advertisement for Bids for 2026 Electrical Materials

RECOMMENDATION:

The General Manager respectfully requests the Commission approve the specifications and authorize advertisement for bids for 2026 Electrical Materials.

BACKGROUND:

Moorhead Public Service (MPS) staff has prepared specifications for electrical materials for the 2026 construction season. Currently, there are two new developments planned to be constructed in 2026; however, MPS must be prepared for any potential developments. MPS has seven extension and upgrade projects planned in 2026. Four of the extension and upgrade projects are overhead to underground projects that will target areas experiencing the most common causes of outages, which are squirrels and tree branches. MPS is not planning for any cable replacement projects in 2026.

These electrical materials are used for planned capital construction projects, as well as for the operations and maintenance of MPS' distribution system. The totals for the needed materials are adjusted by the inventory MPS has available in order to calculate the bid quantities for 2026. The estimated costs listed below have been calculated to be conservative in order to prepare for the possibility that the bids could come in much higher than the bids received in 2025. The bid opening is tentatively scheduled for October 8, 2025, provided the Commission authorizes advertisement for bids.

MATERIAL DESCRIPTION	QTY.	UNIT COST	ESTIMATED COST
1/0 Primary 15 kV Primary (20 reels)	54,000'	\$3.60	\$194,400.00
250 MCM Triplex Secondary (15 reels)	15,000'	\$4.70	\$70,500.00
4/0 AWG Triplex Secondary (15 reels)	15,000'	\$3.30	\$49,500.00
Transformer – Padmount Single-Phase – 50 KVA	25	\$6,000.00	\$150,000.00
Transformer – Padmount Three-Phase 277/480 – 750 KVA	1	\$60,000.00	\$60,000.00
Transformer – Padmount Three-Phase 277/480 – 1,000 KVA	1	\$70,000.00	\$70,000.00
Transformer – Padmount Three-Phase 277/480 – 1,500 KVA	2	\$150,000.00	\$300,000.00
600 Amp Padmount Switch – 2x2	5	\$20,500.00	\$102,500.00
600 Amp Padmount Switch – 3x1	2	\$20,500.00	\$41,000.00
TOTAL ESTIMATE			\$1,037,900.00

Although metals and raw materials prices have declined from their peak levels, they remain significant above long-term averages and continue to trend upward. Tariffs are further driving costs higher. As a result, MPS staff anticipates that transformer and underground cable prices will match or exceed 2025 levels. MPS staff will continue to order transformers with soy-based insulating fluid—as it is biodegradable and clean-up is much easier after a leak. In 2007, MPS made the switch to this green-based fluid with the transformers order.

The specifications are available for review upon request and will be posted on QuestCDN upon approval by the Commission.

KEY ISSUES:

- MPS has seven extension and upgrade projects planned in 2026.
- The bid opening is tentatively scheduled for October 8, 2025, provided the Commission authorizes advertisement for bids.

FINANCIAL CONSIDERATIONS:

- Although metals and raw materials prices have declined from their peak levels, they remain significant above long-term averages and continue to trend upward. Tariffs are further driving costs higher. As a result, MPS staff anticipates that transformer and underground cable prices will match or exceed 2025 levels.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Travis L. Schmidt".

Travis L. Schmidt
General Manager

Division/Response Person: Adam Benhardt, Construction Manager.

Attachments: Available upon request.

Approve Specifications and Authorize Advertisement for Bids for 2025/2026 Tree Trimming

RECOMMENDATION:

The General Manager respectfully requests the Commission approve the specifications and authorize advertisement for bids for 2025/2026 Tree Trimming.

BACKGROUND:

For safety and reliability purposes, the trees on Moorhead's north side are scheduled to be trimmed. The north and south sides of the city are trimmed in alternating years. Trimming is done during the winter season to minimize damage to the trees and backyard lawns.

In 2024/2025, tree trimming costs were \$263,895. Moorhead Public Service (MPS) staff estimates that one-half of the cost of tree trimming will be spent in 2025, and the remaining cost will be expended in 2026 for the rest of the trimming. The bid opening is tentatively scheduled for October 8, 2025, provided the Commission authorizes advertisement for bids.

By OSHA rules, only line workers or certified tree trimmers can work on trees around electric powerlines. Bidders are required to meet certain requirements and provide the proper documentation to MPS to ensure that their trained workers meet the standards. The work is to be completed by March 27, 2026.

The specifications are available for review upon request and will be posted on QuestCDN upon approval by the Commission.

KEY ISSUES:

- The north and south sides of the city are trimmed in alternating years. Trimming is done during the winter season to minimize damage to the trees and backyard lawns.
- The bid opening is tentatively scheduled for October 8, 2025, provided the Commission authorizes advertisement for bids.

FINANCIAL CONSIDERATIONS:

- MPS staff estimates that one-half of the cost of tree trimming will be spent in 2025, and the remaining cost will be expended in 2026 for the rest of the trimming.

Respectfully submitted,



Travis L. Schmidt
General Manager

Division/Response Person: Adam Benhardt, Construction Manager.

Attachments: Available upon request.

Approve Amendments to Firm Electric Service and Consolidated Facility Arrangements Contracts with WAPA and Revisions to Interconnection and Tie Line(s) Contract with Southwest Power Pool

RECOMMENDATION:

The General Manager respectfully requests the Commission approve the following:

- (A) Amendment No. 1 to Firm Electric Service Contract No. 14-UGPR-1008 between Western Area Power Administration and the City of Moorhead;
- (B) Amendment No. 1 to Consolidated Facility Arrangements Contract No. 14-UGPR-3008 between Western Area Power Administration and the City of Moorhead;
- (C) Revisions to Interconnection and Tie Line(s) Contract No. 14-UGPR-2008.2 between Western Area Power Administration, the City of Moorhead, and the Southwest Power Pool, which terminates Interconnection and Tie Line(s) Contract No. 14-UGPR-2008.1; and
- (D) Recommend approval of the same to the Moorhead City Council.

BACKGROUND:

Western Area Power Administration (WAPA) is proposing amendments to the Firm Electric Service Contract and Consolidated Facility Arrangements Contract, as well as revisions to the Interconnection and Tie Line(s) Contract.

Firm Electric Service Contract No. 14-UGPR-1008.

The Firm Electric Service (FES) Contract states that WAPA will supply power to Moorhead. The FES Contract includes several exhibits and attachments. Amendment No. 1 (available upon request) to FES Contract No. 14-UGPR-1008 is to revise language in two separate sections of the General Power Contract Provisions, which is an attachment to the FES Contract. The first revision describes the environmental attributes associated with the power and energy allocated under this contract that may be used, disposed of, transferred, or sold in accordance with Good Utility Practice. The second revision changes the section titled “Equal Opportunity Employment Practices” to “Compliance with Federal Anti-Discrimination Laws.” Along with the title change, this section was revised to comply with Executive Order 14173, issued on January 21, 2025. Amendment No. 1 to the FES Contract updates the effective date of the document and modifies the section in the contract referencing the General Power Contract Provisions.

Consolidated Facility Arrangements Contract No. 14-UGPR-3008.

The Consolidated Facility Arrangements (CFA) Contract outlines the cooperation and coordination between WAPA and Moorhead Public Service (MPS) for the maintenance, replacement, and modification of electric facilities. Having these terms outlined in a contract is essential because of the potential effects that each party may have on the other. Like the FES, the CFA Contract also includes exhibits and attachments. Amendment No. 1 (available upon request) to the CFA Contract also changes the section titled “Equal Opportunity Employment Practices” to “Compliance with Federal Anti-Discrimination Laws.” This section was revised to comply with Executive Order 14173, issued on January 21, 2025. Amendment No. 1 to the CFA Contract also modifies the section in the contract that refers to the General Interconnection Contract Provisions, in addition to updating the effective date of this document.

Interconnection and Tie Line(s) Contract No. 14-UGPR-2008.2.

The Interconnection and Tie Line(s) Contract (available upon request) has been revised slightly from the version approved by the Commission on July 15, 2025. The revisions include updates to definitions and terminology, along with new language that allows for the use of digital signatures and the execution of the contract using digital signatures.

MPS' and the City of Moorhead's legal counsels have reviewed and approved these documents from WAPA.

KEY ISSUES:

- WAPA has proposed amendments to the Firm Electric Service Contract and Consolidated Facility Arrangements Contract, as well as revisions to the Interconnection and Tie Line(s) Contract.

FINANCIAL CONSIDERATIONS: None.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Travis L. Schmidt", written in a cursive style.

Travis L. Schmidt
General Manager

Division/Response Person: Taylor Holte, Electric Project Engineer.

Attachments: Available upon request.

Approve Specifications and Authorize Advertisement for Bids for 2026 Water Treatment and Wastewater Treatment Chemicals

RECOMMENDATION:

The General Manager respectfully requests the Commission approve the specifications and authorize advertisement for bids for 2026 Water Treatment and Wastewater Treatment Chemicals.

BACKGROUND:

Moorhead Public Service (MPS) requests bids for water treatment and wastewater treatment chemicals each year, in collaboration with the City of Moorhead's Wastewater Treatment Plant.

The contracts will be in effect from January 1, 2026, until December 31, 2026. The 2026 budget is based upon the final 2025 budget, which appears to be on track with expectations of the actual cost through July 2025. MPS' 2026 budget for water treatment chemicals is \$1,998,000. The bid opening tentatively is scheduled for October 22, 2025, provided the Commission authorizes advertisement for bids.

The specifications are available for review upon request and will be posted on QuestCDN upon approval by the Commission.

KEY ISSUES:

- MPS requests bids for water treatment and wastewater treatment chemicals each year, in collaboration with the City of Moorhead's Wastewater Treatment Plant.
- The bid opening is tentatively scheduled for October 22, 2025, provided the Commission authorizes advertisement for bids.

FINANCIAL CONSIDERATIONS:

- MPS' 2026 budget for water treatment chemicals is \$1,998,000.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Travis L. Schmidt".

Travis L. Schmidt
General Manager

Division/Response Person: Marc Pritchard, Water Plant Manager.

Attachments: Available upon request.

Approve Updated Part 1 of MPS' Wellhead Protection Plan

RECOMMENDATION:

The General Manager respectfully requests the Commission approve updated Part 1 of Moorhead Public Service's Wellhead Protection Plan.

BACKGROUND:

The Moorhead and Buffalo Aquifers serve as critical, redundant supplies of water that are available in the event of a prolonged 1930s-style drought or contamination of the Red River. One component in safeguarding these groundwater resources is mandated by the State of Minnesota (State) and defined as wellhead protection, which is governed by the State's Wellhead Protection (WHP) Rule. Under the WHP Rule, municipalities must delineate, inventory, and manage an inner wellhead management zone, typically defined by the aquifer's location and overlaying parcels within the contamination capture zone. This zone is regulated through a formal Wellhead Protection Plan (WHPP). The purpose of MPS' WHPP is to protect the quantity and quality of water stored in aquifers associated with MPS, particularly the Buffalo Aquifer, from contamination and ensure its long-term viability as a drought resource. The WHPP also encompasses zoning and planning measures to support aquifer protection.

The wellhead protection planning process consists of two parts:

- Part 1 of the WHPP requires delineation of the Wellhead Protection Area (WHPA) and Drinking Water Supply Management Area (DWSMA), as well as a vulnerability assessment.
- Part 2 of the WHPP outlines actionable items, including goals and objectives for aquifer protection, an evaluation program, and a contingency plan.

The original WHPP was completed in 2003 and updated in 2013. In early 2024, MPS staff petitioned for, and received, an extension to the 10-year update requirement, citing ongoing efforts to develop a Surface Water Intake Protection Plan for the Red River that is also utilized for MPS' operations. The next comprehensive update to MPS' WHPP is due by April 18, 2027, as stated in the State's WHP Rule. To complete the update to Part 1 of the WHPP, MPS staff collaborated with Minnesota Department of Health staff and internal planning personnel without engaging third-party consultants.

Enhancements to Part 1 of the WHPP include the following:

- Updated modeling capabilities.
- New soil data and transmissivity coefficients.
- Tritium reduction data.
- Revised pumping rates.

The updated parameters were incorporated into aquifer models to revise the 20-year capture areas for both the Moorhead and Buffalo aquifers, ensuring that the models accurately reflect current aquifer characteristics.

The most notable change to the Buffalo Aquifer is a 17 percent reduction in the DWSMA size for the south wellfield, based on updated soil transmissivity data (see attached updated DWSMA maps). This adjustment affects the parcel along the west bank of the Buffalo River, but does not significantly impact aquifer protection. A conjunctive delineation, which considers surface water runoff that recharges vulnerable portions of the groundwater capture areas, continues to be applied to the Buffalo Aquifer's DWSMA, leading to a slight reduction near the Buffalo River.

The updates to Part I of the WHPP will be submitted to MDH by the end of October 2025. Upon MDH approval, a public meeting will be held in November 2025 to present MPS' updated Part 1 of the WHPP. MPS will have until April 18, 2027, to amend the entire WHPP.

KEY ISSUES:

- The purpose of MPS' WHPP is to protect the quantity and quality of water stored in MPS' aquifers, particularly the Buffalo Aquifer, from contamination and ensure its long-term viability as a drought resource. The WHPP also encompasses zoning and planning measures to support aquifer protection.
- The next comprehensive update to MPS' WHPP is due by April 18, 2027, as stated in the State's WHP Rule.
- The most notable change to the Buffalo Aquifer is a 17 percent reduction in the DWSMA size for the south wellfield, based on updated soil transmissivity data.

FINANCIAL CONSIDERATIONS: None at this time.

Respectfully submitted,



Travis L. Schmidt
General Manager

Division/Response Person: Marc Pritchard, Water Plant Manager.

Attachments:

Updated DWSMA Maps

Figure 1A
Drinking Water Supply Management Area and Vulnerability
City of Moorhead
Moorhead Aquifer

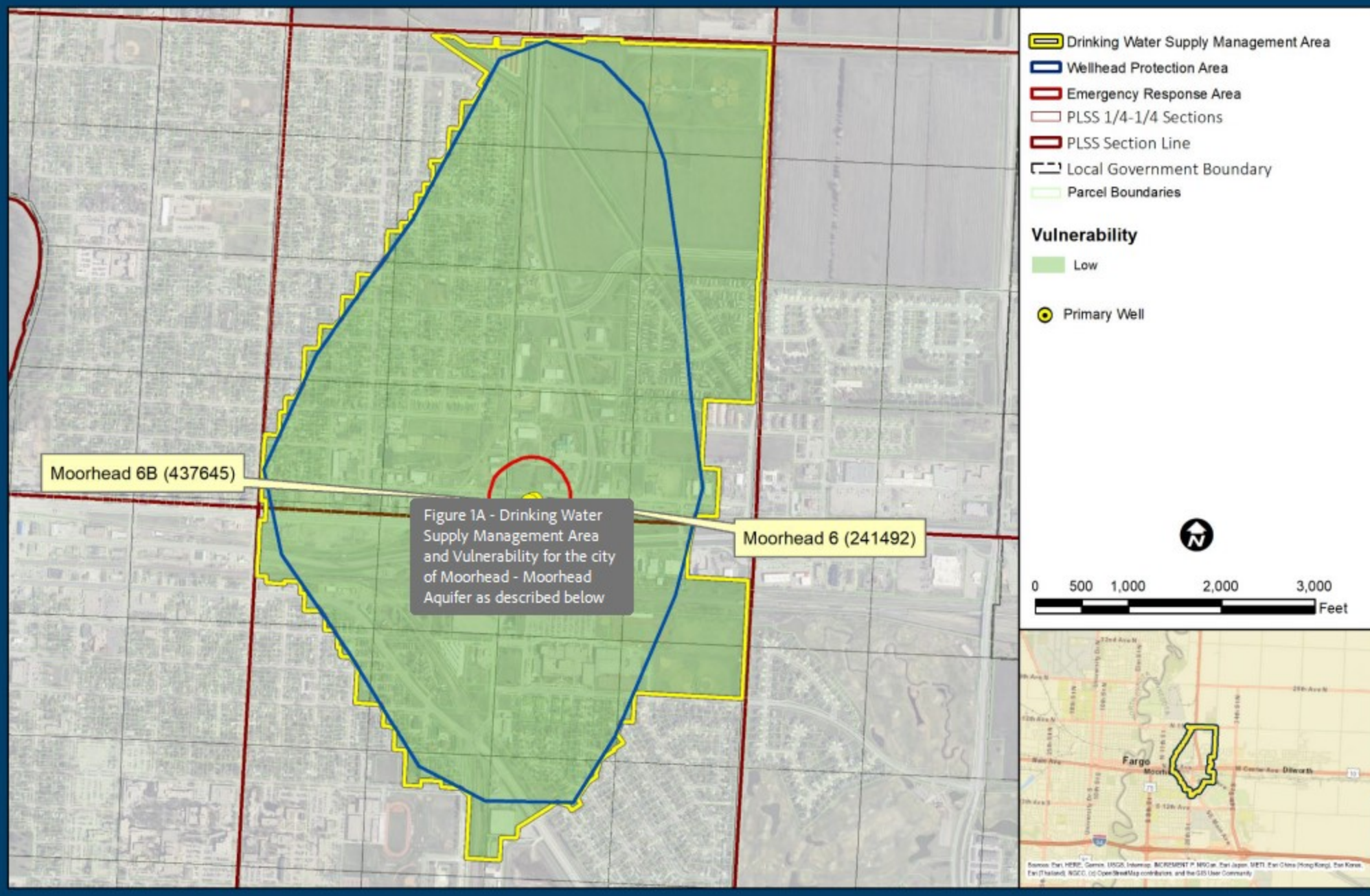


Figure 1A - Drinking Water Supply Management Area and Vulnerability for the city of Moorhead - Moorhead Aquifer

Figure 1B
Drinking Water Supply Management Area and Vulnerability
City of Moorhead
Buffalo Aquifer (North)

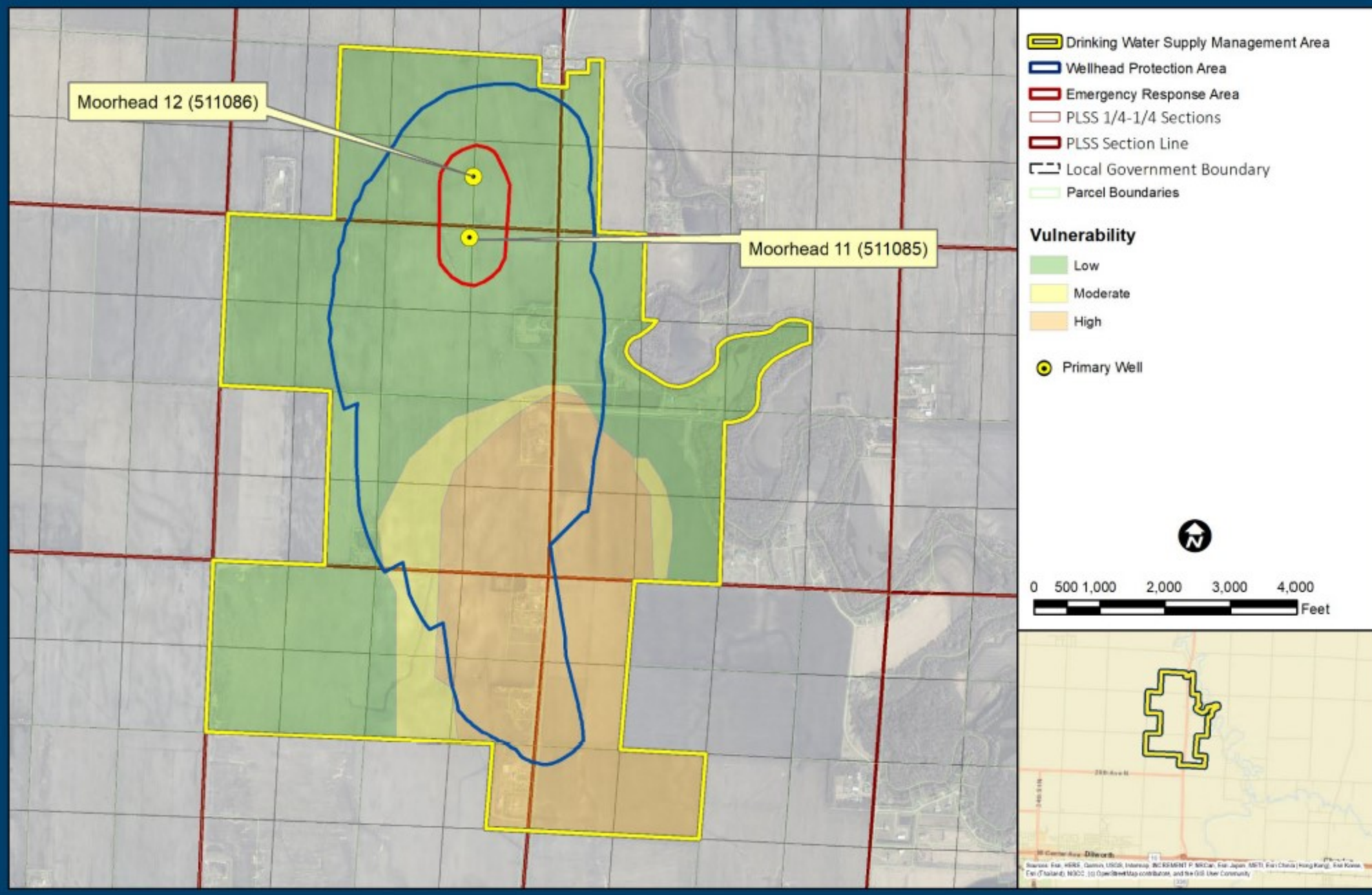


Figure 1B - Drinking Water Supply Management Area and Vulnerability for the city of Moorhead - Buffalo Aquifer North

Figure 1C
Drinking Water Supply Management Area and Vulnerability
City of Moorhead
Buffalo Aquifer (South)

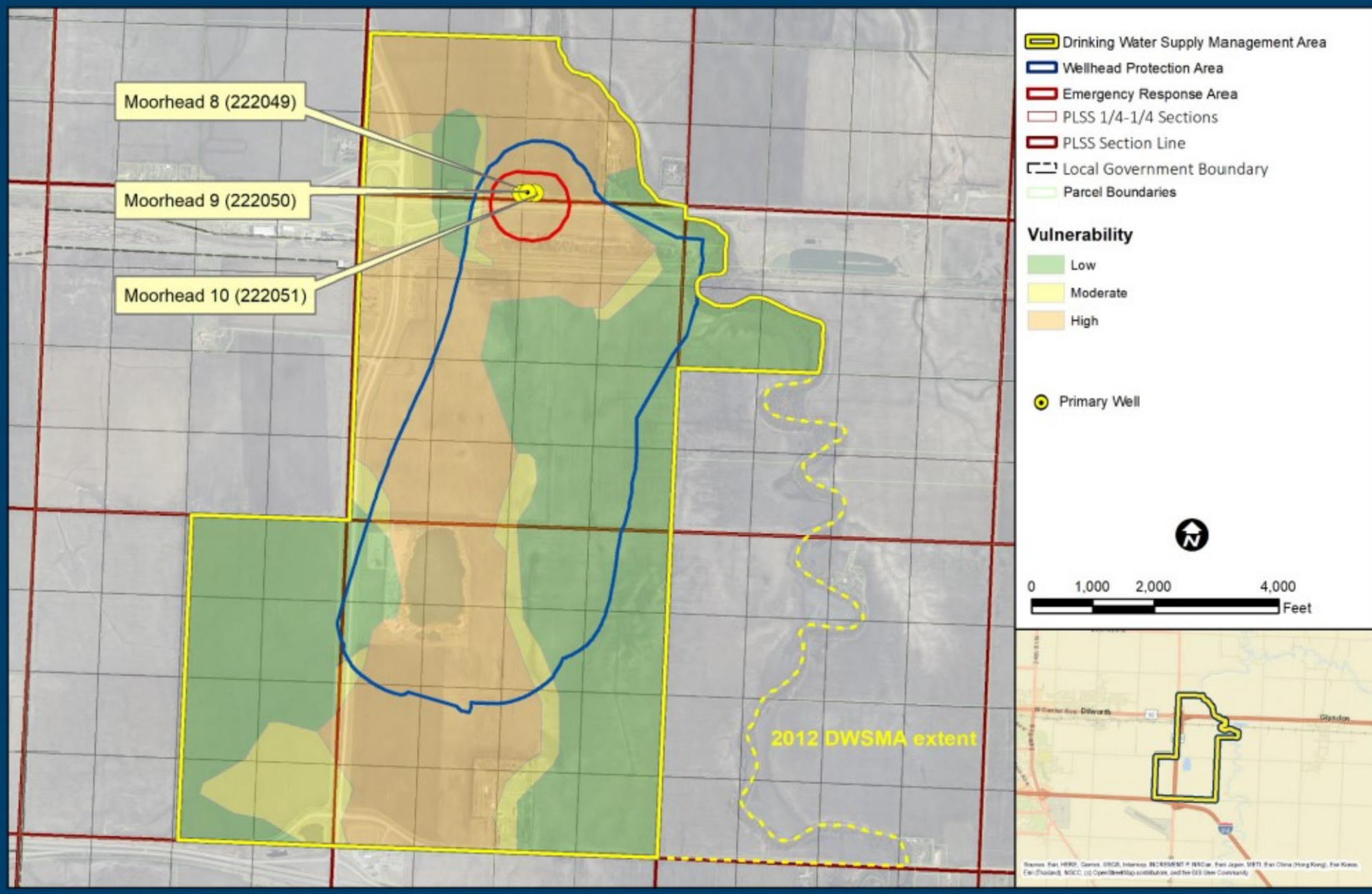


Figure 1C - Drinking Water Supply Management Area and Vulnerability for the city of Moorhead - Buffalo Aquifer South

Approve Sponsorship Request from Moorhead Business Association for Annual Member Celebration

RECOMMENDATION:

The General Manager respectfully requests the Commission approve a sponsorship request from Moorhead Business Association for its Annual Member Celebration in the amount of \$2,500.

BACKGROUND:

On November 21, 2023, the Commission approved the Policy on Sponsorship and Marketing (Policy) (fka Policy on Sponsorships). As stated in the Policy, the General Manager has the authority to review and provide a recommendation to the Commission for approval of the sponsorship request.

Moorhead Business Association (MBA) is a non-profit organization whose mission is to promote and support the growth and success of its members in the Greater Moorhead Area. MBA fosters a thriving business community through networking opportunities, advocacy, and events, while also providing the resources businesses need to succeed. Attached are MBA's Sponsorship Submission Form and sponsorship opportunities.

MPS would be recognized as the Premier Sponsor for MBA's Annual Member Celebration to be held on October 2, 2025, and recognition will be provided to MPS in a variety of ways, including:

- MPS will receive pre-event recognition.
- MPS' name and logo will be displayed at the event.
- MPS' name will be included in the sponsor/contributor list on MBA's event website.
- MPS will receive tickets for the event/table.

MPS staff also worked with Missouri River Energy Services (MRES) in requesting funds through its Member Sponsorship Program, as MRES provides up to \$4,000 annually for sponsoring events at a 50 percent cost-share. In 2023, MPS confirmed with its legal counsel, Flaherty & Hood, P.A., that MPS could sponsor this event based upon final approval by the Commission.

KEY ISSUES:

- On November 21, 2023, the Commission approved the Policy, which gives the General Manager the authority to review and provide a recommendation to the Commission for approval of a sponsorship request.
- MBA is a non-profit organization whose mission is to promote and support the growth and success of members in the Greater Moorhead Area.
- MPS would be recognized as the Premier Sponsor for MBA's Annual Member Celebration to be held on October 2, 2025, and recognition will be provided to MPS in a variety of ways.
- MPS staff also worked with MRES in requesting funds through its Member Sponsorship Program.

FINANCIAL CONSIDERATIONS:

- MBA is requesting sponsorship from MPS for its Annual Member Celebration in the amount of \$2,500.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Travis L. Schmidt".

Travis L. Schmidt
General Manager

Division/Response Person: Travis L. Schmidt, General Manager.

Attachments:

MBA Sponsorship Submission Form and Sponsorship Opportunities

Sponsorship Submission Form

Requester Information

Date: 9/4/25

Name of Organization Requesting Sponsorship Opportunity: _____

Moorhead Business Association

Name of Sponsorship Event: Annual Celebration

Primary Contact Person and Title: Stacia Sytsma, Executive Director

Primary Contact Person Phone Number: 701-541-5665

Primary Contact Person E-mail: stacia@mhdmba.org

Please answer the following questions related to the above-named sponsorship request:

1. How will the sponsorship benefit the Moorhead community as a whole?

Moorhead Public Service's sponsorship would help support an event that help to foster new opportunities, partnerships, and hopefully a stronger local economy.

2. How will the sponsorship directly relate to the functions of Moorhead Public Service?

This sponsorship will help support not only an event that strengthens Moorhead's business and civic connections but also helps to fund the MBA throughout the year.

3. Does the sponsorship have, as the primary objective, the benefit of a private interest?

No, the purpose is to support a community celebration that fosters connections and celebrates local achievements.

APPROVE SPONSORSHIP REQUEST:

General Manager

Date: _____



6/24/2025

MBA Annual Member Celebration

October 2nd | 5:30-8 PM

Table of 8 sponsorships
full \$1000-half \$500

Sponsorships include: Brand
recognition, wine at table,
special swag and more

Contact stacia@mhdmba.org

For individual tickets
scan QR code



Table Sponsors

Brett Oertli State Farm

Kvamme Realty

Beyond Marketing

MIDCO

Choice Bank

Be Told



Thank you to our sponsors

Our swag sponsor

CLEANRESPONSE
FLOOD AND FIRE RESTORATION

Our venue sponsor

COURTYARD
BY MARRIOTT

Approve Policy on Advanced Metering Infrastructure Opt-Outside Option

RECOMMENDATION:

The General Manager respectfully requests the Commission approve the Policy on Advanced Metering Infrastructure Opt-Outside Option.

BACKGROUND:

Moorhead Public Service (MPS) is upgrading its existing metering system from Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI). AMI is considered a utility standard for water and electric metering systems, offering timely usage data and improved customer service.

MPS' current AMR system is nearing the end of its useful life. As a result, all customers receiving water and electric service from MPS will be equipped with AMI-compatible meters. Incompatible water and electric meters are not permitted due to concerns regarding overall system integrity and performance, as well as billing and meter reading efficiencies and administrative operational costs.

The draft Policy on Advanced Metering Infrastructure Opt-Outside Option (attached) was created to accommodate customers who would like to have the AMI water communication module and/or electric meter mounted outside on the exterior wall of their home/building. Customers who have concerns regarding the AMI water communication module and/or electric meter being located inside their home/building will be required to complete MPS' AMI Opt-Outside Option form. Upon approval by MPS and at the customer's expense, the AMI water communication module and/or electric meter may be installed on the outside of their home/building in accordance with the guidelines outlined in this policy.

Additionally, customers who relocate their electric meter in full compliance with the Commission's Policy on Residential Meter Relocation Credit will be eligible to receive a bill credit in accordance with that policy.

KEY ISSUES:

- MPS is upgrading its existing metering system from AMR to AMI.
- The draft Policy on Advanced Metering Infrastructure Opt-Outside Option was created to accommodate customers who would like to have the AMI water communication module and/or electric meter mounted outside on the exterior wall of their home/building.
- Upon approval by MPS and at the customer's expense, the AMI water communication module and /or electric meter may be installed on the outside of their home/building in accordance with the guidelines outlined in this policy.

FINANCIAL CONSIDERATIONS: None.

Respectfully submitted,



Travis L. Schmidt
General Manager

Division/Response Person: Travis L. Schmidt, General Manager.

Attachments:

Draft Policy on Advanced Metering Infrastructure Opt-Outside Option

MOORHEAD PUBLIC SERVICE COMMISSION POLICY	
Category: Administrative/Customer Relations	Policy Title: Advanced Metering Infrastructure (AMI) Opt-Outside Option
Explanation: This policy provides eligible customers with the option to have their electric meter or water communication module installed outside the home/building.	
Date of Adoption: 9/23/2025	Amended:

Policy:

It shall be the policy of the Moorhead Public Service Commission (Commission) that all customers requesting water and electric services from Moorhead Public Service (MPS) will receive an Advanced Metering Infrastructure (AMI) compatible water and electric meters. Incompatible water and electric meters are not permitted due to concerns regarding overall system integrity and performance, as well as billing and meter reading efficiencies and administrative operational costs. However, eligible customers meeting all of MPS' requirements may have the AMI electric meter and water communication module relocated on the outside of the home/building at the customer's expense.

Water meters are required to be installed inside climate-controlled buildings due to external weather conditions (i.e., freezing temperatures). Water meters are typically installed in the basement, or in a ground-level utility room if there is no basement, near the water service line entering the home/building. The water communication module, which is necessary for the water meter to communicate, may be mounted outside on the exterior wall of the home/building.

The water communication module is a low radio-frequency (RF) device connected to the water meter via a wire and is installed near the water meter. The water meter data is sent to the electric meter through the water communication module via RF, and then relayed back to MPS. The water communication module transmits significantly less RF transmission waves than other indoor devices, such as baby monitors, microwaves, Wi-Fi, or cellphones.

Customers may request to have the water communication module installed outside the home/building on an exterior wall. If a customer chooses this option, the customer will be responsible for all expenses incurred to install the water meter wiring (25 feet of wire connected to the water meter) to the exterior of the home/building. Once the wire has been fed through the exterior wall and meets all of MPS' requirements, MPS, or its approved contractor, will connect the water meter wiring to the water communication module.

Customers will be required to complete MPS' AMI Opt-Outside Option form before MPS, or its approved contractor, installs the new AMI-compatible water meters. If a customer requests modifications after the original installation has been completed, MPS will assess charges for truck usage and labor, as well as any additional expenses incurred, as outlined above.

If the customer's electric meter is located inside the home/building and qualifies for relocation outside, the customer can hire a licensed electrician to relocate the meter outside. Customers who relocate their electric meter in full compliance with the requirements outlined in the Commission's Policy on Residential Meter Relocation Credit will be eligible to receive a bill credit in accordance with that policy.

Customers who fail to schedule an appointment for the required replacement of their water and electric meters as part of MPS' AMI Project, or who do not comply with this policy, will be subject to suspension of water and/or electric service.

APPROVED BY THE MOORHEAD PUBLIC SERVICE COMMISSION ON SEPTEMBER 23, 2025.

Joel Paulsen, Chairperson
Moorhead Public Service Commission

Travis L. Schmidt, General Manager
Moorhead Public Service