

AGENDA
REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, December 29, 2020
9:00 AM

- 1). Call to order – *Alan Veflin, President*
- 2). Approval of Agenda ***
- 3). Approval of Minutes and Bills ***
- 4). Basin & East River Video Reports
- 5). East River Monthly Board Report - *Homan*

10 Minute Break

- 6). General Manager's Report – *Janorschke*
 - a. Basin Electric
 - b. East River
 - c. REED
 - d. NRECA
 - e. MREA/MN
 - f. SDREA/SD
 - g. Other Matters of Interest
- 7). Office Manager's Report – *Lupkes*
 - a. November 30, 2020 Accounts Receivable Balances review
 - b. Review new members connected
 - c. Covid-19 Procedure
 - e. Capital credits applied to bills and checks mailed.
 - f. \$1000 Basin and \$500 Traverse Electric Scholarships
- 8). Financial Report – *Lupkes*
 - a. Profit & Loss Statement & Form 7***
 - b. Comparison
- 9). Operation Manager's Report – *Janorschke*
 - a. Crew update
 - b. AMI update
 - c. Miscellaneous
 - d. Safety
 - e. Outage update
- 10). District meetings – January 2021 - Discussions
 - Director Districts up for election are 2 (Marks), 5 (Homan), & 8 (Veflin)

AGENDA
REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, December 29, 2020
9:00 AM

11). Annual Meeting March 25, 2021 Discussion

- Wheaton High School not available due to COVID-19
- Options
 - Drive-thru annual meeting on March 25, 2021.
 - Move the annual meeting to May or June – Drive-thru

12). Review draft of Volunteering / Community Service Policy

13). Executive Session

14). Other Business

15). Upcoming Meetings

16). Adjournment ***

*** Indicates Board Action needed

Future Directors Meetings

- ❖ SDREA Annual Meeting – January 14-15, 2021 – Pierre, SD; **Monson**
- ❖ East River Energize Forum – February 3-4, 2021 – Sioux Falls Convention Center, Sioux Falls, SD
- ❖ TEC 81st Annual Meeting - March 25, 2021 – Wheaton High School

Future Managers Meetings

- ❖ ER MAC Meeting – January 5, 2021
- ❖ ER MAC Meeting – February 3, 2021
- ❖ East River Energize Forum – February 3-4, 2021 – Sioux Falls Convention Center, Sioux Falls, SD
- ❖ Basin Member Managers Meeting – February 17-18, 2021 – Sioux Falls, SD
- ❖ ER MAC Meeting – March 2, 2021
- ❖ TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School

Future Board Meeting Dates

- ❖ January 26, 2021 – Scheduled for 9:00 am
- ❖ February 23, 2021 – Scheduled for 9:00 am
- ❖ March 30, 2021 – Scheduled for 9:00 am
- ❖ April 27, 2021 – Scheduled for 9:00am

Future NRECA Annual Meeting Dates

- ❖ 2021 – Virtual - February 18-24 (PowerXchange – Virtual)
- ❖ 2022 - Nashville - March 3-9; **Armstrong, Diekmann**
- ❖ 2023 - Nashville - March 2-8; **Monson, Pearson**
- ❖ 2024 - San Antonio - Feb. 27-March 6
- ❖ 2025 - Atlanta - Feb. 27-March 5
- ❖ 2026 - Nashville - March 5-11

REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, November 24, 2020
9:00 AM

The November monthly meeting of the Board of Directors of Traverse Electric Cooperative, Inc. was held at the Cooperative on Tuesday, November 24, 2020.

President Veflin called the meeting to order.

The Secretary reported the following directors present:

Alan Veflin	Terry Monson	Pat Homan
Michael Marks	Russ Armstrong	Doug Diekmann
Mark Pearson		

Absent was: Tom Frisch.

Staff members attending the meeting were Joel Janorschke, Dale Schwagel, and Karen Lupkes.

Armstrong made a motion to approve the agenda as presented. Monson seconded the motion and upon vote, motion carried unanimously.

The minutes from the October Board of Directors meeting and the bills for October were presented. Armstrong made a motion to approve the minutes and the October bills. Pearson seconded the motion and upon vote, motion carried unanimously.

Veflin and Pearson opened and counted the mail ballots returned from District 3 to fill the board vacancy. Veflin reported that Michael Gaulrapp received 44 votes and Sherry Allard received 10 votes. Janorschke will contact Gaulrapp to inform him that he was elected to complete the term.

The East River video report was viewed by board members individually at home.

Homan reported on the East River Board Meeting:

- There was a new director seated on the East River Board.
- Reported that East River has equipment to lend to co-ops to use for Zoom meetings.
- Basin's capital credit retirement passed through East River to Traverse Electric is \$59,000.
- Reported that an East River board member passed away unexpectedly.

Armstrong reported on the Basin Annual Meeting they attended virtually. He reviewed the speakers and topics covered including renewable energy, a financial report, bylaws and resolutions procedures, and costs to shut down DGC and other options for DGC that includes a

five year plan.

Manager Janorschke presented the Manager's Report:

- Basin update:
 - No financials for October available yet.
 - FERC findings reviewed
 - Reported McKenzie Electric's ND court case hearing is scheduled for Feb.-April 2022.
 - A few MN fixed members have come into an agreement.
 - East River will pass through Basin's capital credit retirement.
- East River update:
 - Discussed Class D contracts and the retirement of Great River Energy's Coal Creek Station.
 - Discussed the legalization of marijuana in South Dakota and impacts for CDL drivers.
 - An amendment to a bill in the US House would make slight changes to current water heaters rules.
- REED Fund update:
 - No new loans.
- NRECA update:
 - NRECA continues to push for RUS debt relief in the next stimulus package.
- Reviewed MREA and MN legislation:
 - Gov. Walz's Peacetime Emergency expires on December 14.
 - Facemask mandate still in effect.
- Reviewed SDREA and SD legislation:
 - SDREA plans to hold its annual meeting in person with limited attendance and agenda. Janorschke does not plan to attend due to COVID risks. Monson might attend.
- Other matters of interest:
 - The claims adjuster for Bois Des Sioux Watershed determined that they will not cover the cost of moving our poles based on his determination that we put the poles in after the ditch was widened. We will consider cost recovery options to include legal action.

- Discussed with the board the direction they want to take when looking at our current and future facility needs. Comstock won't give ownership of their blue prints to us in order to get bids required by RUS for funding. Cooperative Building Solutions provides similar services and specializes in cooperative facilities. Janorschke has a Zoom meeting with them next week to discuss their costs and services. The board supported moving forward on getting costs for all options.

Lupkes presented the Office Manager's Report per written report:

- October 31, 2020 Accounts Receivable balances were reviewed.
- New members connected were reviewed.
- Our buildings were closed to the public on November 23 due to recent spike in COVID in our communities.
- A few employees were quarantined due to testing positive for COVID or someone in the household testing positive.
- SWO Tribe is giving a second round of \$1,000 COVID assistance to its members.
- We received positive and negative reviews from members on our new statement design.
- District 3 ballots were mailed to all members of that district.
- Requested to apply capital credits per Board Policy 202 to bad debt and write off bad debt. Diekmann made a motion to apply capital credits and write off bad debt:

Name	Amount Owed	Apply Capital	
		Credit Amount	Bad Debt writeoff
Michele Renville	\$ 54.08	\$ 54.08	\$ -
Sarita Eastman	\$ 483.25	\$ 461.38	\$ 21.87
Tina Harrington	\$ 69.09	\$ 69.09	\$ -
Conrad Dumarce	\$ 681.78	\$ 351.29	\$ 330.49
Jeanne Huber	\$ 445.32	\$ 445.32	\$ -
Douglas Desjarlait	\$ 112.69	\$ 92.05	\$ 20.64
Raegina Renville	\$ 483.50	\$ 148.13	\$ 335.37
Jayne Hansen-Stock	\$ 826.17	\$ 826.17	\$ -
Janna Arndt	\$ 42.07	\$ 42.07	\$ -
Andy Wahlquist	\$ 210.97	\$ 210.97	\$ -
McKayla Petersen	\$ 114.09	\$ 114.09	\$ -
	\$ 3,523.01	\$ 2,814.64	\$ 708.37

Homan seconded the motion and upon vote motion carried unanimously.

Lupkes presented the financial report for October 2020. October sales and margins were reviewed. Margins for the electrical dept. and generator program were discussed. After a discussion on the monthly comparisons and financial status of the Cooperative, Pearson made a motion to accept the report as given. Monson seconded the motion, and upon vote motion carried unanimously.

Schwagel gave the Operations Report:

- Reviewed completed projects and new services.
- Three linemen were off work due to COVID.
- Crews are working on three new tile pump services this week.
- Reviewed minor issues with new line truck. Truck 120 will be brought to an auction.
- Reviewed a member ditching near poles that will now need to be moved at the member's expense.
- Safety program review.
- The outage reports were reviewed.

Board members reviewed the 2019 990 completed by our auditors. Armstrong made a motion to approve the 2019 990. Diekmann seconded the motion and upon vote motion carried unanimously.

Janorschke reviewed our capital credit retirement cycle and discussed with the board what cycle they want to maintain. The goal is to be at a 20 year retirement cycle and there are years where we owe large dollar amounts in capital credits. At our current rate we will not be able to maintain a 20 year cycle. To maintain a 20 year cycle, Janorschke recommended that we increase our annual capital credit retirement now to plan for those large years. Diekmann made a motion to approve the retirement total of \$600,000 to estates as presented for \$58,314.20 and general retirement. The general retirement will pay out the remaining 2003 capital credits and a portion from 2004. Pearson seconded the motion and upon vote motion carried unanimously.

Janorschke presented and reviewed the 2021 Budget, Capital Budget, and Work Plan Summary. Janorschke requested feedback from the board on expanding the electrical department with the hiring of a journeyman electrician to perform billable electrical duties and assist with member services duties. The board felt that there is a need in the area for an electrician that warrants the hiring of a journeyman electrician. Also discussed with the board is the need for an apprentice lineman to assist with pole changes and cover linemen on vacation. The board agreed that hiring an apprentice lineman would be beneficial and were in favor of it. The 2021 Budget as presented does not include the costs of the two additional employees. Marks made a motion approve the 2021 Budget. Pearson seconded the motion and upon vote motion carried unanimously.

This year directors from districts 2, 5, & 8 are up for election. District meetings are normally held at the end of January each year to seek director nominations. Due to COVID gathering restrictions, Janorschke does not plan to hold district meetings. He will consult with our attorney

about alternative methods to seek director nominations. Our annual meeting scheduled for March 25, 2021 does not look like it will be a traditional annual meeting and we may need to look at options to hold that virtually or as a drive-thru annual meeting.

A draft Volunteering/Community Service policy will be discussed and presented at the December board meeting to allow staff more time to develop.

Diekmann made a motion to approve a \$250 Christmas bonus for employees. Marks seconded the motion and upon vote motion carried unanimously.

Homan made a motion to go into executive session to discuss Dakota Energy and East River. Marks seconded the vote and motion carried unanimously.

Monson made a motion to come out of executive session. Marks seconded the motion and upon vote motion carried unanimously.

Diekmann made a motion to name Marks the 2021 MREA voting delegate and Homan the alternate. Pearson seconded the motion and upon vote motion carried unanimously.

Board members were given membership forms for MN REPAC and ACRE.

Other business:

None.

Next board meeting will be on Tuesday, December 29, 2020 beginning at 9 AM.

Upcoming Board Member meetings:

Mid-West Annual Meeting – December 9, 2020 – Virtual

SDREA Annual Meeting – January 15, 2021 – Pierre, SD – Monson?

TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School

Upcoming Managers Meetings:

ER MAC Meeting - December 1, 2020 – Madison, SD

Mid-West Annual Meeting – December 9, 2020 – Virtual

TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School

As there was no further business, Marks made a motion to adjourn. Homan seconded the motion and upon vote motion carried unanimously. Meeting adjourned at 12:50 PM.

Mark Pearson, Secretary

CM - Check Register-Detail

1 Cash - General Fund

Type	Date	Chk Nbr	Name	Total Check Amount	Document Detail
CK	11/02/2020	117467	PROFESSIONAL COMPUTER SOLUTIONS LLC	5,625.71	
			Mobile Customer Service Access		50.00
			MSO Software Lic & Final Imp, MSO Maint/		5,575.71
CK	11/02/2020	117468	Irby (Stuart C. Irby Company)	519.03	
			Tool Repair		519.03
CK	11/02/2020	117469	East River Electric Coop	564.30	
			AVL Monthly Fees		564.30
CK	11/02/2020	117470	Basin Electric Power Coop	30.00	
			October Email Hosting		30.00
CK	11/02/2020	117471	Wesco Receivables Corp.	677.16	
			Materials		169.29
			Materials		507.87
CK	11/02/2020	117472	Main Street Motors	299.25	
			Tow #126 to Morris for Repair		299.25
CK	11/02/2020	117473	Colonial Life	321.86	
			October Colonial Life		321.86
CK	11/02/2020	117474	AT&T	15.87	
			800 Service		15.87
CK	11/02/2020	117475	Dairyland Power Cooperative Inc	1,861.40	
			Sept Past Due, Print'g, Pstg, Aug Stmt, Print, I		1,861.40
CK	11/02/2020	117476	FRIDGEN EXCAVATING & TILING, LLC	300.00	
			Rock for Pole Change Outs		300.00
CK	11/02/2020	117477	FURTHER	1,370.01	
			November HSA Contributions		1,370.01
CK	11/02/2020	117478	East River Federal Cu	875.00	
			November Credit Union		875.00
CK	11/02/2020	117479	I.B.E.W. Lu 524	240.00	
			November Union Dues		240.00
CK	11/02/2020	117480	Delta Dental of Minnesota	1,165.70	
			November Delta Dental Premiums		1,165.70
CK	11/02/2020	117481	Mediacom LLC	296.86	
			November Internet Service		296.86
WT	11/02/2020	8801654	Minnesota Dept Of Revenue	3,126.41	
			Oct 31, 2020 payroll SWH		3,126.41
WT	11/03/2020	8801655	Internal Revenue Service	15,032.21	
			Oct 31, 2020 payroll FICA & FWH		15,032.21
WT	11/04/2020	8801653	Natl Rural Elec Assn	6,804.69	
			Oct 31, 2020 payroll 401K Loan		113.81
			Oct 31, 2020 payroll 401K		6,690.88
WT	11/04/2020	8801656	Payment Service Network Inc	1,088.94	
			Oct Credit Card Payment Fees		1,088.94
CK	11/09/2020	117497	NRECA	117.25	
			Admin Fee		117.25
CK	11/09/2020	117498	NRECA	16,669.25	
			Total Trust Contributions		16,669.25
CK	11/09/2020	117499	Roberts County Treasurer	993.00	
			SD Commercial License Renewal		993.00
CK	11/09/2020	117500	Schultz Welding	207.40	
			Mat'l & Labor on Cable Trailer		98.47

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<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check Amount</u>	<u>Document Detail</u>
			Labor & Material on Pole Trailer		108.93
CK	11/09/2020	117501	Sturdevant's, Inc.	318.70	
			Supplies, Parts		318.70
CK	11/09/2020	117502	Wesco Receivables Corp.	595.83	
			Materials		595.83
CK	11/09/2020	117503	City Of Wheaton	268.42	
			Utilities		268.42
CK	11/09/2020	117504	Wheaton American Legion	20.00	
			Reimb 1 Annual Mtg Voucher		20.00
CK	11/09/2020	117505	Chokio Review	40.00	
			Coop Month		40.00
CK	11/09/2020	117506	TWIN VALLEY TIRE OF WHEATON INC	103.00	
			Tire Rotation #143		40.00
			Repair Chipper Tire		23.00
			Tire Rotation #139		40.00
CK	11/09/2020	117507	Grant County Herald	75.00	
			Coop Month		75.00
CK	11/09/2020	117508	Browns Valley Fire Relief Assoc	50.00	
			Donation		50.00
CK	11/09/2020	117509	First Call Auto Parts Inc	34.46	
			Oil Filter		34.46
CK	11/09/2020	117510	Xerox Corporation	401.75	
			November Copier Lease		401.75
CK	11/09/2020	117511	Valu Ford & Chrysler	1,637.53	
			Replace Coolant Hose, Front Axle Shaft Asse		1,637.53
CK	11/09/2020	117512	Morris Electronics Inc	87.50	
			Darren - Service & Labor		52.50
			Wi-Fi Signal Issues, Ckd Backups		35.00
CK	11/09/2020	117513	NRECA Group Benefits Trust	1,539.31	
			Group Ins		1,539.31
CK	11/09/2020	117514	Mike's Cleaning Service	667.97	
			October Janitorial Services		667.97
CK	11/09/2020	117515	Bell Lumber & Pole Company	13,659.84	
			62 35' Poles		13,659.84
CK	11/09/2020	117516	NRECA-Coop Benefit Adm	7.50	
			October Cafeteria Expense		7.50
CK	11/09/2020	117517	Toys for Tots	100.00	
			Donation		100.00
CK	11/09/2020	117518	NRECA	920.52	
			Admin Fee		920.52
CK	11/09/2020	117519	JOANNE E SATTER	342.94	
			CREDIT REFUNDS - 3511 7091 780TH AV		342.94
CK	11/09/2020	117520	JACQUELINE M. ARNDT	67.89	
			CREDIT REFUNDS - 3606 6869 HWY 27		67.89
CK	11/09/2020	117521	ROD BOB & CURT THIEL	2,939.20	
			CREDIT REFUNDS - 25185 24 -26-2B		2,939.20
WT	11/09/2020	8801657	EAST RIVER FCU	2,395.70	
			ER Credit Card Monthly Charges		2,395.70
CK	11/10/2020	117522	SD DEPT OF REVENUE & REGULATION	212.66	

CM - Check Register-Detail**1 Cash - General Fund**

<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check Amount</u>	<u>Document Detail</u>
			Sept/Oct 2% Excise Tax		212.66
WT	11/10/2020	8801659	Drivers & Vehicle Service	4,168.22	
			Tax, Lic, Reg, Title, IFTA Decal, EFT Fee #14		4,168.22
CK	11/16/2020	Payroll Batch # PR000994		31,475.76	
CK	11/16/2020	117536	Border States Electric	3,682.80	
			Materials		167.50
			Resale Mat'l for Mark Baldry		193.55
			Materials		121.99
			Materials		477.27
			Materials		436.69
			Materials		49.17
			Materials		2,236.63
CK	11/16/2020	117537	Gazette Publishing Co.	78.00	
			Adv		78.00
CK	11/16/2020	117538	Minnesota Dept Of Revenue	21.00	
			2019 UBIT Tax		21.00
CK	11/16/2020	117539	Tri-County Coop	82.26	
			Fuel & Fuel Conditioner		82.26
CK	11/16/2020	117540	Valley Office Products	72.14	
			Paper Trays - Steve		72.14
CK	11/16/2020	117541	Wesco Receivables Corp.	1,129.24	
			Materials		164.16
			Materials		965.08
CK	11/16/2020	117542	Star Energy Services	3,529.75	
			Map Edits, Safety & Engineering Services		3,529.75
CK	11/16/2020	117543	Sisseton-Wahpeton Oyate	100.00	
			SWO Business License		100.00
CK	11/16/2020	117544	Landis & Gyr Technology Inc fka Cellnet Technology	750.00	
			October Meter Hosting		750.00
CK	11/16/2020	117545	Sag's Hardware Hank LLC	225.26	
			Supplies, Materials, Tools		225.26
CK	11/16/2020	117546	Steven Renville	300.00	
			Water Heater Rebate		300.00
CK	11/16/2020	117547	Valley view Country Club	60.00	
			3 Annual Mtg Vouchers		60.00
CK	11/16/2020	117548	Mikey's Bar & Grill	120.00	
			6 Annual Mtg Vouchers		120.00
CK	11/16/2020	117549	Altec Industries, Inc.	258,691.00	
			Purchase #144 - 2021 Int'l Digger/Bucket		258,691.00
CK	11/16/2020	117550	Dymoke Law Office PA	188.00	
			Director Qualifications		188.00
CK	11/16/2020	117551	Cenex Fleetcard	4,684.04	
			October Fuel		4,684.04
CK	11/16/2020	117552	Drivers & Vehicle Service	49.00	
			2021 MN IFTA License Renewal		49.00
CK	11/16/2020	117553	Bluecross Blueshield	15,876.35	
			Nov 2020 Bill Adj		(225.18)
			December Premiums Due in November		16,101.53
CK	11/16/2020	117554	Verizon Wireless	494.56	

CM - Check Register-Detail**1 Cash - General Fund**

<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check Amount</u>	<u>Document Detail</u>
			Dennis Cell & Linemen iPads		176.19
			iPad, Cell Service & Apple Watch		318.37
CK	11/16/2020	117555	LegalShield	147.50	
			Nov ID Theft Ins		147.50
WT	11/16/2020	8801660	Minnesota Dept Of Revenue	2,113.23	
			Nov 16, 2020 Payroll SWH		2,113.23
WT	11/17/2020	8801661	Internal Revenue Service	10,830.94	
			Nov 16, 2020 Payroll FWH & FICA		10,830.94
WT	11/18/2020	8801662	Natl Rural Elec Assn	6,549.97	
			Nov 16, 2020 Payroll 401K Loan		113.81
			Nov 16, 2020 Payroll 401K		6,436.16
WT	11/20/2020	8801658	SD DEPT OF REVENUE & REGULATION	17,873.66	
			SD 4.5% ST Return		17,873.66
WT	11/20/2020	8801663	Minnesota Sales & Use Tax	43,504.00	
			MN Mo ST Return		43,504.00
CK	11/23/2020	117556	Aflac	13.70	
			November AFLAC		13.70
CK	11/23/2020	117557	PROFESSIONAL COMPUTER SOLUTIONS LLC	1,098.00	
			Nov Hosting, User Fees & MSO User Fees		1,048.00
			Mobile Customer Access Service		50.00
CK	11/23/2020	117558	Irby (Stuart C. Irby Company)	84.89	
			Glove Testing		84.89
CK	11/23/2020	117559	KMRS	35.00	
			WHN vs BE 10-29-20		35.00
CK	11/23/2020	117560	Mn Rural Electric Ass'n	568.00	
			2021 D&A Testing Program		568.00
CK	11/23/2020	117561	Sisseton Courier	50.00	
			Coop Month		50.00
CK	11/23/2020	117562	Traverse Elec-Petty Cash	20.46	
			Replenish Petty Cash		20.46
CK	11/23/2020	117563	CS DIESEL INC.	80.00	
			Annual DOT Inspection		80.00
CK	11/23/2020	117564	Willy's Super Valu	78.03	
			Board Meeting Snacks & Supplies		78.03
CK	11/23/2020	117565	Star Energy Services	862.00	
			Generator Maint Kits & Status Lights		862.00
CK	11/23/2020	117566	USIC Locating Services LLC	1,823.85	
			October ND Locates		59.74
			October MN Locates		1,398.74
			October SD Locates		365.37
CK	11/23/2020	117567	Black Sheep Burger Co	220.00	
			11 Annual Meeting Vouchers		220.00
CK	11/23/2020	117568	Ben Westby	510.00	
			Water Heater Rebate		510.00
CK	11/23/2020	117569	FRIDGEN EXCAVATING & TILING, LLC	900.00	
			Rock for Pole Changes		900.00
CK	11/23/2020	117570	State Bank Of Wheaton	270.50	
			Sept, Oct, Nov ACH Processing Fees		270.50
CK	11/23/2020	117571	SD Electrical Commission	75.00	

CM - Check Register-Detail**1 Cash - General Fund**

<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check Amount</u>	<u>Document Detail</u>
			Wiring Permit - David Drum		75.00
CK	11/23/2020	117572	CRC Response Center Inc	1,177.26	
			October After Hours Service		1,177.26
CK	11/23/2020	117573	JOHN DEERE FINANCIAL	160.62	
			Shipping & Pole Trailer Jack		160.62
CK	11/23/2020	117574	South Dakota One Call	21.00	
			October SD Locates		21.00
CK	11/23/2020	117575	Big Stone Radio	250.00	
			Sisseton BBB Sponsor, Contract Reg Sports A		250.00
CK	11/23/2020	117576	Gopher State One-Call	105.30	
			October MN Locates		105.30
CK	11/23/2020	117577	North Dakota One-Call	2.40	
			October ND Locates		2.40
CK	11/24/2020	117578	Russell Armstrong	500.00	
			R Armstrong - Board Check		500.00
CK	11/24/2020	117579	Michael Marks	278.17	
			M Marks - Board Check		278.17
CK	11/24/2020	117580	Alan Veflin	284.50	
			A Veflin - Board Check		284.50
CK	11/24/2020	117581	Douglas Diekmann	1,281.05	
			D Diekmann - Board Check		1,281.05
CK	11/24/2020	117582	Mark Pearson	267.25	
			M Pearson - Board Check		267.25
CK	11/24/2020	117583	Pat Homan	250.00	
			P Homan - Board Check		250.00
CK	11/24/2020	117584	Terry Monson	301.18	
			T Monson - Board Check		301.18
CK	11/30/2020	117585	Basin Electric Power Coop	30.00	
			November Email Hosting		30.00
CK	11/30/2020	117586	CliftonLarsonAllen LLC	2,200.00	
			2019 990 Prep		2,200.00
CK	11/30/2020	117587	Colonial Life	321.86	
			November Colonial Life		321.86
CK	11/30/2020	117588	AT&T	19.28	
			800 Service		19.28
CK	11/30/2020	117589	Integrity Contracting Inc	1,600.00	
			Boring - WO9873 Frisch Investments		1,600.00
CK	11/30/2020	117590	Dairyland Power Cooperative Inc	1,848.48	
			Oct Past Due Notices, Sept Bill'g, Print'g & P:		1,848.48
CK	11/30/2020	117591	Jennifer Curtis	50.00	
			Washer & Dryer Rebates		50.00
CK	11/30/2020	117592	Lance Meyer	11,113.75	
			Reimb Line Const Pd 2011 by C Berger		11,113.75
CK	11/30/2020	117593	SD Electrical Commission	25.00	
			Add'l Fee - Foltz Generator		25.00
CK	11/30/2020	117594	AT & T	44.49	
			800 Service		44.49
CK	11/30/2020	117595	CGB School	40.00	
			Silver Level Yearbook Sponsor		40.00

CM - Check Register-Detail**1 Cash - General Fund**

<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check</u> <u>Amount</u>	Document Detail
CK	11/30/2020	117596	Frontier	241.80	
			Office Phone & DSL Service		241.80
CK	11/30/2020		Payroll Batch # PR000997	33,062.92	
WT	11/30/2020	8801664	USDA, Rural Util. Service	30,656.45	
			Mo RUS Princ & Int Pmt		30,656.45
			Total	\$584,305.89	

Database: TR PROD

Report:D:\HomeDir\PCS\Reports\PCSCustom\CM-Board Check Register.rpt

Parameters: (({CMDoc.TranType} in ["CK", "MC", "VC", "WT"] AND ({CMDoc.CheckStatus} <> "C")) AND (NOT (isnull({CMDoc.BatchID}))) AND ({CMDoc.TranDate} in Date(2020, 11, 1) to Date(2020, 11, 30)) AND ({CMDoc.BankAcctID} in ['1'])

Last Modified: 12/18/2020

General Manager's Report
Joel Janorschke
December 29, 2020

A. Basin Electric Power Cooperative Update

- a. FERC (Federal Energy Regulatory Commission) filings:
 - i. On September 14, 2020, the Commissioners from FERC (Federal Energy Regulatory Commission) had ruled to dismiss Basin's Rate Schedule A and accepted Basin's 2020 Rate Schedule A and Wholesale Power Contracts, effective September 15, 2020. The Commissioners also instituted an investigation according to FPA section 206 in Docket No. EL20-68-000 to determine whether Basin's 2020 Rate Schedule A and Wholesale Power Contracts are just and reasonable. Also, they will establish a refund effective date and establish hearing and settlement judge procedures.
 1. What this means:
 - a. The Commission was satisfied with withdrawal provisions and exit fees.
 - b. DGC matters and the Tri-State challenge will be presented for settlement negotiations before an administrative law judge. The DGC investments and inclusion of DGC losses in the rates will also be addressed.
 - ii. October 14, 2020, McKenzie Electric Cooperative, Inc., filed for clarification or, in the alternative, rehearing.
 - iii. October 14, 2020, Wheat Belt Request for Clarification and Hearing.
 - iv. October 14, 2020, Dakota Energy Cooperative, Inc., and Meeker Cooperative Power and Light Association filed a joint request for rehearing.
 - v. Issued October 15, 2020, the first settlement conference will convene on November 13, 2020, in front of Settlement Judge Suzanne Krolikowski.
 1. Determinations regarding DGC costs inclusion in Basin rates, possible refunds of DGC charges, and withdrawal processes/exit fees could have enormous financial impacts on Basin and its membership.
 - vi. On November 20, 2020, Settlement Judge Suzanne Krolikowski reported that the first settlement conference. The participants will discuss the issues set for hearing and established a timeline for specific settlement-related exchanges and additional discussions.
 1. November 13, 2010 will be the first technical conference relating to DGC.
 2. December 2, 2020 will be the second technical conference relating to DGC.
 3. January 22, 2021 will be the third technical conference relating to DGC.
 4. February 24, 2021 will be the fourth technical conference relating to DGC.
- b. Northwest Judicial District in North Dakota
 - i. McKenzie Electric vs. Basin Electric and Upper Missouri Power Cooperative has been set for November 16, 2020.
 1. FERC ruled that the contract between Basin Electric and Upper Missouri can only be terminated in 2075 because Basin Electric bylaws state that members cannot withdraw until the contractual obligations are met. The judge stated that the court has jurisdiction, not FERC, because FERC did not have jurisdiction until last November.
 - ii. McKenzie has served Basin with its first request for production of documents.
 1. Demands Basin produce documents related to DGC and Basin finances.
 2. Projected to go to hearing in the February-April 2022 timeframe.
- c. Basin Statement of Operations

- i. Basin Electric:
 - 1. Reported an after-tax margin of \$16.9 million for November compared to the budgeted after-tax margin of \$20 million. Basin has a YTD after-tax margin of \$141.7 million compared to a budgeted after-tax margin of \$117.6 million through November.
 - ii. Dakota Gasification Company (DGC):
 - 1. Reported an after-tax loss of \$9.9 million for November compared to a budgeted after-tax loss of \$1.8 million. DGC has a reported Year-To-Date (YTD) after-tax loss of \$111.6 million compared to a budgeted YTD after-tax loss of \$34.9 million through November.
 - iii. Basin Electric Consolidated
 - 1. Reported a Consolidated Net margin of \$20.2 million for November compared to the budget amount of \$21 million. Reported YTD margin of \$143 million compared to a budgeted margin of \$118.6 million through November.
 - d. MN Fixed Members
 - i. Continue Discussion
 - ii. Written Proposal to Members by late September
 - iii. October Board Action – Fixing Member notification to GRE
 - iv. Crow Wing Power and Federated have agreed with Basin and are moving towards power supply contract amendments.
- B. East River Electric Update**
- a. Class D Members
 - i. The managers from Agralite, Meeker, Redwood, and South Central are still in discussions with East River and Basin to discuss the load associated with the Great River Energy Coal Creek Station's retirement.
 - ii. Crow Wing Power and Federated have agreed with Basin and are moving towards power supply contract amendments.
 - b. Basin to retire TEC's share \$59,129.12 in capital credit with East River Board approval; this amount will be passed through to TEC – Received on December 2, 2020.
 - c. 2021 Energize Forum
 - i. Scheduled for February 3-4, 2021
 - ii. Moved to the Sheraton Hotel and Sioux Falls Convention Center
 - iii. Tentative Agenda
 - 1. Economic Outlook for 2021 and beyond
 - 2. Aggregation – how does it work?
 - 3. Marijuana in SD – What do co-ops need to know?
 - 4. Adapting to a new world
 - 5. Batteries
 - 6. Farmers for Innovation
 - 7. REC Program
 - 8. Basin Update/FERC Issues
 - d. Transmission Agreement
 - i. East River completed construction of the Roberts County to Britton tie line. Veblen and Hillhead substations will be connected to East River's transmission system in SPP. Wellington Substation to serve Renville-Sibley. A revision to our transmission interconnection agreement with Xcel Energy is also being prepared for a new interconnection point.
 - e. COVID-19 Update
 - i. Employees are practicing appropriate hand hygiene, proper social distancing, and the wearing of face coverings. Twenty-five employees have contracted COVID-19 to date. Twenty percent of the essential employees, generally in the office, are now

working remotely. With severe community spread within South Dakota and the surrounding states, they have reimplemented their pandemic plan to separate critical work crews from each other.

- f. Basin Load Forecast
 - i. Basin completed its 2021 Load Forecast for East River. Energy loads are expected to increase at 1.5% per year both in the near term through 2031 and over the long term through 2050. Residential members will continue to grow, while use per residential member will be relatively flat. The forecast does anticipate a return to average growth in large commercial energy usage. The forecast does not adjust for potential load changes associated with the closing of the Coal Creek Station and its impact on the East River, partial requirements load.
- g. General Motors (GM)
 - i. General Motors announced in November that 40% of its U.S. vehicles by 2025 would be electric. The automaker will offer 30 all-electric models globally (20 available in the U.S.) by 2025. GM also announced it is increasing its investment in EV technology.
- h. Batteries
 - i. On hold at this time – not feasible.

C. REED (Rural Electric Economic Development)

- a. On November 30, 2020, the REED Board reviewed and approved the loan for:
 - i. Watertown Development Company, Watertown, SD; The approval of \$1,000,000.00 is for constructing a 72-unit housing complex. The housing complex is in the service territory of Codington Clark Electric.
 - ii. Dakota Style, Watertown, SD; The approval of \$418,185.00 is to purchase additional equipment. Dakota Style is in the service territory of Codington Clark Electric.
- b. On December 23, 2020, the REED Board reviewed and approved the loan for:
 - i. SLH Holdings/Britton, Brookings, SD; The approval of \$227,000.00 is for rehabilitating a 1970's multifamily apartment complex (16-units) located in Britton, SD. The apartment complex is in the service territory of Lake Region.

D. NRECA Update

- a. COVID-19 relief package.
 - i. The package did not include the top COVID relief priority. This provision would have allowed co-ops to reprice RUS debt without prepayment penalties.
 - ii. COVID package reached \$900 billion, with two-thirds of the funds coming from rescissions from previous funding included in the CARES Act passed in March. Of the funding in this latest package, \$166 billion was allocated for direct payments to Americans with individual incomes below \$75,000 and households with incomes below \$150,000.
 - iii. \$25 billion in rental assistance that allows funds to be used to pay utility bills.
 - iv. Extension and simplification of the Paycheck Protection Program, allowing utility bills paid with PPP funds to be forgiven. The bill allows a business to deduct PPP expenses and gives businesses, including 501(c)(6) organizations, experiencing severe revenue reductions an opportunity to apply for a second PPP loan.
 - v. Includes a new energy bill with several NRECA priorities. Of interest is the EASE Act's inclusion, a grant program for co-ops and municipal utilities to deploy energy storage and microgrids. It also includes significant RD&D for solar, wind, fossil energy, nuclear, hydro, storage, and grid modernization.
 - vi. Extends for one year the production tax credit for wind and other renewables and an investment tax credit for solar energy projects for two years.
 - vii. Extends to December 31, 2021, spending of CARES Act coronavirus relief funds. The bill also makes significant additional investments in the USDA ReConnect program, the Community Connect broadband program, funding for broadband

mapping, tribal broadband infrastructure, FCC telehealth, and emergency funds for low-income families to access broadband through the FCC.

- viii. Includes language to ends “surprise medical billing” that occurs when an insured person 1) inadvertently receives care from an “out-of-network” provider, usually in an emergency when the patient has no ability to select the hospital or medical provider, or 2) using an “in-network facility” at which a provider does not participate in network.

E. Minnesota Update

a. MREA

- i. Government Affairs Advisory Committee (GAAC)
 - 1. Vaccine priority efforts
 - 2. Legislative/Regulatory Issues
 - a. ECO
 - i. Developing a standard approach for treating EVs, such as EV charger rebates, under potential new ECO program
 - ii. Coordinating with the low-income folks, as promised earlier in the year.
 - b. Load control receivers
 - i. Next steps
 - ii. Draft letter to Dept. of Labor
 - c. Broadband easements
 - i. Legislation
 - ii. Rural Digital Opportunity Fund Auction
 - d. Clean energy transition

b. Legislation

- i. On December 14, 2020, Governor Walz has extended the COVID-19 Peacetime emergency through January 13, 2021.
 - 1. Allows state flexibility in responding to issues from the pandemic.
 - 2. Provides protection against evictions and wage garnishments.
 - 3. Expedites procurement power for PPE.
 - 4. Allows the state to implement strategic reopening phases.
 - 5. Implements statewide mask mandate.
 - 6. Covers working condition protection and economic relief.
- ii. Governor Walz has issued an executive order requiring face masks effective July 25, 2020 and is still in effect.
- iii. COVID-19 vaccine
 - 1. Minnesota is expected to receive 183,400 doses of the COVID-19 vaccine this month (December). Governor Walz reiterated that no one would be mandated to take the vaccine. The decision to receive a vaccine will be a personal choice made by Minnesotans, Walz said. The first round of vaccines will come from two American manufacturers, Pfizer and Moderna. Both companies are seeking emergency use authorization for their products.

F. SDREA Update

a. SDREA

- i. Will move forward with their Annual Meeting plans scheduled for January 14-15, 2021, in Pierre, SD.
- ii. Each member system sends three representatives for the event (Manager, SDREA board member, and a third board member to serve as a voting delegate). In place of the sit-down dinner on Thursday evening, we will host a come-and-go reception for legislators in the ballroom at the Ramkota. Each member will have a table set up (with adequate distancing), and we will invite legislators to stop by and visit with you

at your table. Each legislator who attends will receive a 25' extension cord. There will be hot finger foods served by Ramkota staff.

- iii. Start the business meeting off Friday morning with breakfast. Following the brief SDREA business meeting and will convene the annual ACRE meeting.

b. Legislation

- i. In the South Dakota House, Republicans chose Rep. Spencer Gosch of Glenham as the House's Speaker. Rep. Kent Peterson of rural Salem will be the House Majority Leader. In the Senate, Sen. Lee Schoenbeck of Watertown was elected Senate Pro Tempore. Sen. Gary Cammack of Union Center was picked as Majority Leader, and Sen. Mike Diedrich of Rapid City will serve as Assistant Majority Leader in the Senate. The Senate's remaining Democrat in the Legislature, Reynold Nesiba, will serve as Minority Whip. The Republican Senate Majority Whip is Sen. Troy Heinert of Mission.
- ii. On December 9, 2020, Governor Noem signed an executive order to give flexibility as South Dakota continues to fight the spread of COVID-19.
 - 1. Executive Order 2020-33 makes various statutory and regulatory suspensions affecting businesses and schools in the state. These suspensions will continue through the duration of the COVID-19 state of emergency. The suspensions include:
 - a. Suspending in-person requirements to allow cooperatives, rural electric cooperatives, and nonprofits to meet electronically.
 - b. Suspending performance evaluations for experienced teachers and principals.
 - c. Suspending school evacuation drills and cardiopulmonary surveys
 - d. Suspending accreditation review for schools scheduled to be reviewed this year.

G. Other Matters of Interest

- a. Bois de Sioux Watershed District (Drainage System)
 - i. On 510th/US HWY 75 (One-mile South of MN HWY 55), multiple poles tipped over 7/9.
 - ii. Will meet with the Watershed Board in January 2021 for further discussions.
- b. Livestock Seminar (Virtually) (December 8, 2020)
 - i. Hosted by East River, Ag United, SD SOYBEAN, and Mitchell Area Chamber of Commerce
 - ii. Covered:
 - 1. County Permitting
 - 2. DENR General Permit/Nutrient Management
 - 3. Cattle & Hog Barn Construction 101
 - 4. Cattle Barns vs. Open Lots
 - 5. Financing/Feeding Opportunities
- c. Mid-West 2020 Annual Meeting (Virtually) (December 9, 2020)
 - i. State Caucus
 - 1. MN: Directors up for election – Mark Sandberg and Ted Cash (Both were nominated)
 - 2. SD: Directors up for election - Tom Boyko and Steve Lehner (Both were nominated)
 - ii. Business Meeting
 - 1. MN and SD Directors that were nominated were re-elected for another term.
 - iii. Recorded Annual Meeting available on Mid-West Website (meconsumer.com)
- d. Cooperative Current and Future Needs
 - i. December 2, 2020, virtual meeting with Cooperative Building Solutions (CBS).

December 29, 2020 board meeting Office Manager's Report:

1. Accounts Receivable balances as of 12/8/20:

- a) Current (November 30 statement) \$1,002,871.35
- b) 1-30 Days (October 31 statement) \$29,585.88
- c) 31-60 Days (September 30 statement) \$5544.68
- d) 61-90 Days (August 31 statement) \$1,116.78
- e) Older than 91 days - \$12,675.73
- f) 31 disconnect notices were issued for December resulting in 1 disconnect that was reconnected the same day with payment arrangements. One account in SD remains disconnected from May with no contact from them.

2. New Members Connected:

- a) Rhonda & Paul Fallgren
- b) Jon Q Carrol
- c) Thomas & Dayna Oakes
- d) John & Sarah Gamber
- e) Caden Zych
- f) Kasey & Carissa Metz
- g) Jill Hennessy
- h) Melody Varnum
- i) Jordan Ceroll

3. Office response to COVID-19.

- a) Our office is still closed to the public.
- b) We have had a few employees use the COVID sick leave made available through the Families First Coronavirus Response Act for employers with less than 500 employees. Employees can use up to 80 hours of sick leave for specific COVID reasons such as a positive COVID test result or to quarantine or care for someone with COVID. We will get reimbursed by the federal government for the wages, employer share of Medicare, and health insurance costs for those days through a federal tax credit or refund on the quarterly 941 employers tax return. This COVID leave expires on December 31.

4. Capital credits totaling \$362,254.72 were applied to active members accounts in December and 756 checks totaling \$173,948.22 were mailed out to members.

5. Scholarship applications are available now. Deadline to apply is Feb 17, 2021. We will need to select the recipients at our February board meeting.

5. Notes to financial reports:

- o We ended November with a total margin of \$161,788.51 and a 2020 YTD margin of \$884,190.66.

USDA - RUS FINANCIAL AND STATISTICAL REPORT <small>INSTRUCTIONS - See RUS Bulletin 1717B-2</small>			BORROWER DESIGNATION MN 84 Traverse PERIOD ENDED November 2020		
PART B. DATA ON TRANSMISSION AND DISTRIBUTION PLANT					
ITEM	YEAR-TO-DATE		ITEM	YEAR-TO-DATE	
	LAST YEAR (a)	THIS YEAR (b)		LAST YEAR (a)	THIS YEAR (b)
1. New Services Connected	47	55	5. Miles Transmission		
2. Services Retired	9	15	6. Miles Distribution- Overhead	1,168	1,166
3. Total Services in Place	3,217	3,257	7. Miles Distribution- Underground	542	566
4. Idle Services (Exclude Seasonal)	0	0	8. Total Miles Energized (5 + 6 + 7)	1,710	1,732
PART E. KWH AND KW STATISTICS					
ITEM	YEAR-TO-DATE		ITEM	YEAR-TO-DATE	
	THIS MONTH (a)	YTD (b)		THIS MONTH (a)	YTD (b)
1. Net kWh Generated			6. Office Use	30,900	252,398
2. kWh Purchased	11,491,186	111,171,115	7. Total Unaccounted For (4 Less 5 & 6)	517,167	5,079,622
3. Interchange kWh - Net			8. Percent System Loss (7/4) x 100	5	5
4. Total kWh (1 thru 3)	11,491,186	111,171,115	9. Maximum Demand (kW)	16,294	
5. Total kWh Sold	10,943,119	105,839,095	10. Mo When Max Demand Occurred	February	18995

PART D. CONSUMER SALES AND REVENUE DATA

Class Of Service	THIS MONTH				YEAR-TO-DATE		
	# Rec'g Service a	kWh Sold b	Amount c	# Min Bills d	Avg # Rec'g Serv e	kWh Sold Cumulative f	Amount Cumulative g
1. Residential Sales	2,580	4,861,994	544,795		2,564	48,685,057	5,675,483
2. Seasonal Sales	404	141,801	29,733		401	2,011,419	380,461
3. Irrigation Sales	13	1,080	1,372		12	246,157	32,670
4. Comm - 50 kVA or less	8	31,790	3,747		5	172,125	24,036
5. Comm - over 50 kVA	106	1,289,320	138,168		108	12,518,085	1,300,306
6. Kinder Morgan	1	426,160	31,551		1	3,619,030	296,324
7. Veblen Dairy	1	1,625,724	118,842		1	16,770,078	1,220,595
8. WDCE - Graceville Loc	1	276,000	20,285		1	2,098,000	167,552
9. Dollymount Dairy	2	610,500	45,931		2	6,042,533	422,256
10. Campbell Dairy	2	762,250	60,193		2	7,840,511	595,262
11. North Ottawa Dairy	2	916,500	63,709		2	5,836,100	427,317
12. Total Sale of Electric	3,120	10,943,119	1,058,327		3,099	105,839,095	10,542,261
13. Other Elec Revenue			1,850				-13,934
14. Total (11 + 12)			1,060,177				10,528,327

1. $25625 + 2580 = 28205 / 11 = 2564$
2. $4012 + 404 = 4416 / 11 = 401$
3. $121 + 13 = 134 / 11 = 12$
4. $50 + 8 = 58 / 11 = 5$
5. $1085 + 106 = 1191 / 11 = 108$

Traverse Electric Cooperative Inc
Financial and Operating Report Electric Distribution
Statement of Operations
For the eleven months ending 11/30/2020

	2019 <u>YTD Actual</u>	2020 <u>YTD Actual</u>	2020 <u>YTD Budget</u>	2020 <u>November</u>
1. Operating Revenue and Patronage Capital	10,346,424.92	10,528,327.34	10,415,785.00	1,060,176.89
2. Power Production Expense	0.00	0.00	0.00	0.00
3. Cost of Purchased Power	6,402,086.16	6,415,016.52	6,519,203.00	637,466.55
4. Transmission Expense	0.00	0.00	0.00	0.00
5. Regional Market Expense	0.00	0.00	0.00	0.00
6. Distribution Expense - Operation	475,213.98	374,124.85	489,459.00	29,182.89
7. Distribution Expense - Maintenance	617,539.04	694,776.83	663,385.00	29,849.70
8. Customer Accounts Expense	169,292.18	189,886.57	167,334.00	23,453.20
9. Customer Service and Informational Expense	71,717.51	71,781.19	92,507.00	6,969.19
10. Sales Expense	6,125.00	8,192.80	7,792.00	(1,640.00)
11. Administrative and General Expense	837,957.35	842,231.59	915,611.00	79,906.57
12. Total Operation & Main. Expense (2 thru 11)	8,579,931.22	8,596,010.35	8,855,291.00	805,188.10
13. Depreciation and Amortization Expense	888,207.32	686,637.50	738,245.00	61,982.64
14. Tax Expense - Property & Gross Receipts	0.00	0.00	0.00	0.00
15. Tax Expense - Other	372.83	555.08	0.00	0.00
16. Interest on Long-Term Debt	577,896.10	423,520.37	422,235.93	37,650.82
17. Interest Charged to Construction - Credit	0.00	0.00	0.00	0.00
18. Interest Expense - Other	599.70	474.71	540.00	14.68
19. Other Deductions	0.00	0.00	0.00	0.00
20. Total Cost of Electric Service (12 thru 19)	10,047,007.17	9,707,198.01	10,016,311.93	904,836.24
21. Patronage Capital & Operating Margins (1 - 20)	299,417.75	821,129.33	399,473.07	155,340.65
22. Non Operating Margins - Interest	214,844.05	45,378.44	82,500.00	1,744.87
23. Allowance for Funds Used During Construction	0.00	0.00	0.00	0.00
24. Income (Loss) from Equity Investments	0.00	0.00	0.00	0.00
25. Non Operating Margins - Other	(32,166.34)	(1,438.34)	16,830.00	4,702.99
26. Generation and Transmission Capital Credits	0.00	0.00	0.00	0.00
27. Other Capital Credits and Patronage Dividends	21,260.56	19,121.23	22,000.00	0.00
28. Extraordinary Items	0.00	0.00	0.00	0.00
29. Patronage Capital or Margins (21 thru 28)	503,356.02	884,190.66	520,803.07	161,788.51

Income Statement Analysis Ratios

For the eleven months ending 11/30/2020

$$\begin{aligned}\text{Times Interest Ratio} &= 3 \text{ to } 1 \\ &= \text{Line 29} + \text{Line 16} / \text{Line 16} \\ &= \frac{884,190.66 + 423,520.37}{423,520.37}\end{aligned}$$

$$\begin{aligned}\text{Modified Times Interest Earned Ratio} &= 3 \text{ to } 1 \\ &= \text{Line 29} - \text{Line 26} - \text{Line 27} - \text{Line 28} + \text{Line 16} / \text{Line 16} \\ &= \frac{884,190.66 - 0.00 - 19,121.23 - 0.00 + 423,520.37}{423,520.37}\end{aligned}$$

$$\begin{aligned}\text{Operating Times Interest Earned Ratio} &= 3 \text{ to } 1 \\ &= \text{Line 21} + \text{Line 16} / \text{Line 16} \\ &= \frac{821,129.33 + 423,520.37}{423,520.37}\end{aligned}$$

Traverse Electric Cooperative Inc
Financial and Operating Report Electric Distribution
Balance Sheet

For the period ending 11/30/2020

	-----2020-----		-----2019-----	
	November <u>Activity</u>	November <u>Balance</u>	November <u>Activity</u>	November <u>Balance</u>
<u>Assets and Other Debits</u>				
1. Total Utility Plant in Service	5,513.04	26,389,674.83	441,858.72	26,060,800.41
2. Construction Work in Progress	(83,117.06)	112,663.82	(480,878.56)	1,341,221.93
3. Total Utility Plant (1+2)	(77,604.02)	26,502,338.65	(39,019.84)	27,402,022.34
4. Accum. Provision for Depreciation and Amort	(63,202.52)	(10,561,718.76)	(24,493.48)	(11,478,815.16)
5. Net Utility Plant (3-4)	(140,806.54)	15,940,619.89	(63,513.32)	15,923,207.18
6. Non-Utility Property - Net	0.00	0.00	0.00	0.00
7. Investment in Subsidiary Companies	0.00	0.00	0.00	0.00
8. Invest in Assoc. Org.-Patronage Capital	0.00	5,775,422.47	0.00	5,580,407.49
9. Invest in Assoc. Org.-Other-General Funds	0.00	28,918.57	0.00	26,134.57
10. Invest in Assoc. Org.-Other-Nongeneral Funds	0.00	284,400.13	0.00	283,488.66
11. Investments in Economic Development Projects	0.00	0.00	0.00	0.00
12. Other Investments	(184.33)	57,682.43	(304.15)	71,288.78
13. Special Funds	0.00	0.00	0.00	0.00
14. Total Other Property & Investments(6 thru 13)	(184.33)	6,146,423.60	(304.15)	5,961,319.50
15. Cash-General Funds	(244,718.82)	208,029.41	(225,330.86)	251,616.45
16. Cash-Construction Funds-Trustee	0.00	1.00	0.00	1.00
17. Special Deposits	0.00	0.00	0.00	0.00
18. Temporary Investments	290,166.05	3,699,871.44	653,487.65	3,349,930.24
19. Notes Receivable - Net	(2,634.50)	202,856.50	0.00	0.00
20. Accounts Receivable - Sales of Energy (Net)	(147,981.88)	1,091,997.93	375,144.10	1,488,717.45
21. Accounts Receivable - Other (Net)	97,807.80	181,083.18	(321,602.27)	141,347.04
22. Renewable Energy Credits	0.00	0.00	0.00	0.00
23. Materials & Supplies - Electric and Other	(33,642.82)	290,898.46	(29,367.32)	295,763.25
24. Prepayments	(11,325.45)	51,236.69	(1,911.10)	39,156.14
25. Other Current & Accrued Assets	1,451.95	3,080.24	6,099.71	22,378.41
26. Total Current & Accrued Assets (15 thru 25)	(50,877.67)	5,729,054.85	456,519.91	5,588,909.98
27. Regulatory Assets	0.00	0.00	0.00	0.00
28. Other Deferred Debits	(5,397.89)	129,620.97	(5,397.89)	194,395.65
29. Total Assets & Other Debits (5+14+26 thru 28)	(197,266.43)	27,945,719.31	387,304.55	27,667,832.31
<u>Liabilities and Other Credits</u>				
30. Memberships	0.00	0.00	0.00	0.00
31. Patronage Capital	(16,051.16)	13,052,829.80	(310.01)	12,372,584.44
32. Operating Margins - Prior Years	0.00	0.00	0.00	0.00
33. Operating Margins - Current Year	155,340.65	821,129.33	297,002.39	299,417.75
34. Non Operating Margins	6,447.86	63,063.34	10,268.17	203,940.28
35. Other Margins and Equities	6,854.70	499,524.43	172.92	458,433.75
36. Total Margins & Equities (30 thru 35)	152,592.05	14,436,546.90	307,133.47	13,334,376.22
37. Long-Term Debt RUS (Net)	(15,264.13)	4,322,467.96	(528,770.83)	4,519,481.06
38. Long-Term Debt - FFB - RUS Guaranteed	0.00	7,595,148.47	(1,955,294.09)	7,790,461.03
39. Long Term Debt - Other - RUS Guaranteed	0.00	0.00	(21,781.47)	154,871.28
40. Long-Term Debt - Other (Net)	0.00	571,738.31	0.00	607,256.87
41. Long-Term Debt - RUS - Econ. Devel. (Net)	0.00	0.00	0.00	0.00
42. Payments - Unapplied	0.00	0.00	2,475,652.50	0.00
43. Total Long-Term Debt (37 thru 41-42)	(15,264.13)	12,489,354.74	(30,193.89)	13,072,070.24
44. Obligations Under Capital Leases	0.00	0.00	0.00	0.00
45. Accumulated Operating Provisions	0.00	0.00	0.00	0.00
46. Total Other Noncurrent Liabilities (44 + 45)	0.00	0.00	0.00	0.00
47. Notes Payable	0.00	0.00	0.00	0.00
48. Accounts Payable	(371,871.44)	729,449.94	83,134.80	965,589.43
49. Consumer Deposits	100.00	12,550.00	600.00	13,950.00
50. Current Maturities Long Term Debt	0.00	0.00	0.00	0.00
51. Current Maturities - Econ Development	0.00	0.00	0.00	0.00
52. Current Maturities - Capital Leases	0.00	0.00	0.00	0.00
53. Other Current & Accrued Liabilities	37,177.09	253,196.98	26,630.17	260,746.19
54. Total Current & Accrued Liab (47 thru 53)	(334,594.35)	995,196.92	110,364.97	1,240,285.62
55. Regulatory Liabilities	0.00	0.00	0.00	0.00
56. Other Deferred Credits	0.00	24,620.75	0.00	21,100.23
57. Total Liab & Other Credits(36+43+46+54 thru 56)	(197,266.43)	27,945,719.31	387,304.55	27,667,832.31

Balance Sheet Analysis Ratios

For the period ending 11/30/2020

Equity as a Percent of Assets = 51.66 %**= Line 36 / Line 29**

$$= \frac{14,436,546.90}{27,945,719.31}$$

General Funds as a Percent of Total Utility Plant = 14.9631 %**= Line 12 + Line 13 + Line 15 + Line 16 + Line 18 / Line 3**

$$= \frac{57,682.43 + 0.00 + 208,029.41 + 1.00 + 3,699,871.44}{26,502,338.65}$$

Modified Equity as a Percent of Assets = 30.9927 %**= Line 36 - Line 8 / Line 29**

$$= \frac{14,436,546.90 - 5,775,422.47}{27,945,719.31}$$

Current Assets to Current Liabilities Ratio = 5.7567 to 1**= Line 26 / Line 54**

$$= \frac{5,729,054.85}{995,196.92}$$

Total Long-Term Debts as a Percentage of Total Utility Plant = 47.1255 %**= Line 43 / Line 3**

$$= \frac{12,489,354.74}{26,502,338.65}$$

November Comparison 2020				
	19-Nov	YTD 19	YTD 20	20-Nov
Revenue	\$ 1,414,348.91	\$ 10,346,424.92	\$ 10,528,327.34	\$ 1,060,176.89
Cost of Power	\$ 840,076.93	\$ 6,402,086.16	\$ 6,415,016.52	\$ 637,466.55
Distribution Exp - Oper.	\$ 32,260.65	\$ 475,213.98	\$ 374,124.85	\$ 29,182.89
Distribution Exp. - Maint.	\$ 32,314.11	\$ 617,539.04	\$ 694,776.83	\$ 29,849.70
Interest Paid	\$ 50,080.61	\$ 578,495.80	\$ 423,995.08	\$ 37,665.50
Total Cost of Service	\$ 1,117,346.52	\$ 10,047,007.17	\$ 9,707,198.01	\$ 904,836.24
Margin Operation	\$ 297,002.39	\$ 299,417.75	\$ 821,129.33	\$ 155,340.65
Other Income	\$ 10,268.17	\$ 203,938.27	\$ 63,061.33	\$ 6,447.86
Total Margins	\$ 307,270.56	\$ 503,356.02	\$ 884,190.66	\$ 161,788.51
Total kWh Sold	14,413,112	103,725,184	105,839,095	10,943,119
Line Loss	5%	5%	5%	5%

Operation Manager's Report

Dale Schwagel

December 21st, 2020

A. As of December 21, 2020, crews have been busy with the following:

- Plow 700ft, cable replacement and transformer upgrade
- Plowed 5700 ft, new service, tile pump
- Bore/plow 240ft, new service, tile pump
- Cut in cabinet and transformer, new service, tile pump(X2)
- Energize 2 new services on Big Stone Lake
- Energize new service on Lake Traverse
- Install service and Energized 2 more tile services
- Cut in sectionalizing equipment and line switching per CWP
- Retired 3200 ft of overhead line and service.
- Replaced 7, 3 phase poles due to ditching. Mentioned at last meeting
- House move
- Bin move
- Trees
- Pole change outs
- Repair and replacement of URD equipment, found during inspections

B. Truck update:

- We have received a check from an auction company for the old digger truck, they are working on a schedule for pick up, to get it out of here. They offered us \$9500.00 for this, which is more than I expected to get.

C. Miscellaneous:

- New Dairy:
 - They have completed running the test wells on site, they asked if we could leave the temporary overhead line in until spring, just in case they need to run them again.
- I did work order inspections with Kristi (STAR) on the 16th, with no issues found
- 2021 Tree Contract
 - We have signed a contract with CARRS TREE SERVICE for 2021, they will be focusing on the SD side of Lake Traverse.
- Pole Inspection Contract
 - Utility Inspection Services will be doing this again for us in 2021, they will be in SD in the NW corner of our system.
- OCR maintenance

Confidential

- EIR will be doing the maintenance for us in 2021, we will be looking to start that process sometime in January, and will include all OCR's within the Beardsley and Graceville substations area. Approx.75 ocr's

D. SAFETY:

- **MREA:**
 - 2 unannounced crew visits
 - Safety Playbook(attached)
 - Safety pallet
 - Download on safety
- **STAR:**
 - On site safety meeting on the 9th, Lifting and handling/back protection
 - Be Safe topics
- **FEDERATED:**
 - Litigation report(attached)

E. Outage Reports:

- Traverse (attached)
- East River (attached)

EVENT DETAILS

EVENT ID 22389	START DATE 12-17-2020	END DATE 12-17-2020	DEVICE OPERATION COMMENTS OTPC - Unknown
CREWS DISPATCHED	COMMENTS OTPC - Unknown	HANDLER Randy Hanson	OUTAGE COMMENTS OTPC - Unknown

EVENT OCCURRENCES

DEVICE OPERATIONS						Add +
OPERATION DATE 12-17-2020 12:48	NUMBER OF DEVICE OPERATIONS 1	SUBSTATION OTPC 1	TARGETS No targets	COMMENTS OTPC - Unknown	CODES Unknown	
OUTAGES						
SUBSTATION Dumont		COMMENTS OTPC - Unknown		CODES Unknown		
COOP Traverse	COUNT 164	OFF DATE 12-17-2020 12:48	ON DATE 12-17-2020 12:48	OUTAGE DURATION 0 Minutes	CONSUMERS OFF Yes	



FEDERATED RURAL ELECTRIC
INSURANCE EXCHANGE

Bulletin

Litigation Report

Federated's Litigation Report provides you and your staff with an opportunity to review actual claims and their outcomes. Due to the personal nature of the information contained in these reports, we request that they not be disbursed beyond your organization and are shared only with appropriate personnel. The names of the cooperative, staff, and members have been changed.

We hope that these examples provide you with information you can use to eliminate or minimize serious safety events and that it becomes an important tool in educating your employees and promoting safety throughout your system.

We suggest you review this claim as an educational topic for management and supervisory personnel as well as during safety meetings.

The Situation:

On a Friday afternoon, an ABC Electric crew removed an old pole with the porcelain bells still attached. They loaded it onto the truck and were driving back to the yard. As they were driving, one of the bells came loose and went into John Doe's lane of traffic. Doe swerved to miss the bell and went into a ditch. He suffered a broken collarbone and claimed he had a traumatic brain injury. The claim was settled for a confidential amount.

Lessons Learned:

In this case, the hardware should have been removed from the pole prior to transporting it back to the ABC pole yard. A similar accident happened when a lightning arrestor fell off a pole being removed and broke the windshield of a bucket truck in addition to damaging electronics in the cab (fortunately, it did not hit anyone on the ground). These can be costly repairs. The situation above shows the additional danger to the public of transporting poles with the hardware still attached. Another related issue is making sure any tools or other items are secured prior to getting back on the road.

Safety Playbook 2020

For the game of life



Date Used _____ Co-op/Company _____

Coach _____ Title _____

December 18, 2020

Play of the Week: As we near the end of the year, many of us are certainly thinking what a year it has been! For some, it has been rough, and if that is you, then reach out to someone and find the support you need. And if someone does reach out, then be your brother's keeper! Being safe also means taking care of yourself mentally.



Safety Pays!

This year isn't over until it's over – which means you still have time to submit a story or photo and save a life!

Send to Lidia, Curt, Andrew or Terry.

What happened?

From MN Co-op – The line crew had just completed their job and backed off a busy paved road onto a rural gravel road to stop and have lunch. The truck they were in was a digger pulling a pole trailer. They were parked on the wrong side of the road but thought that would be ok since there wasn't any traffic on it at the time. While they were parked there a propane truck turned off of the paved road and started to go around them. At the same time a car driven by a teenager came around a corner on the gravel road behind them traveling too fast headed for the paved road. The gravel road was slippery and when the teenager saw the digger truck and the propane truck and realized he couldn't get around them, he went in the ditch. However he tried to get back up on the road again and hit the back of the pole trailer.

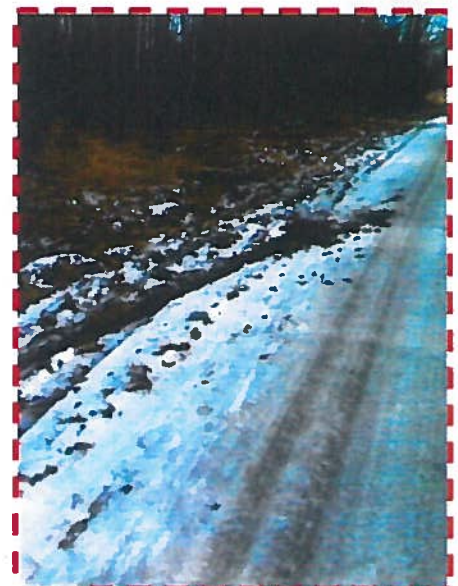
There were no injuries reported and no damage to the pole trailer. There was substantial damage done to the teenager's car, however. No cones had been placed around the pole trailer and bucket truck and it was parked on the wrong side of the road. The outcome could have been much worse. It shows that even on lightly traveled rural roads the proper work zone needs to be set up every time.

From Federated Near Miss Database – Crew was trying to minimize outage time to the member. They were in the process of changing out the conductor on a three phase line. One of the poles had a three phase bank with guys and services on it. Dirt had been cut back from one side of this pole leaving little support for the weight of the transformer bank and services. Crew dropped the old three phase lines off the pole with the transformer bank and 4/0 quad services. While pulling in the new primary, the pole fell on a work van that was about 8 feet from where the foreman was standing.



Safety suggestions

Do you need to change your safe work practices today from the stories shared?



Safety Playbook 2020

For the game of life



Date Used _____ Co-op/Company _____

Coach _____ Title _____

December 4, 2020

Play of the Week: Good housekeeping is part of safety but what do we mean by "good"? Some examples are tools have designated spots, no clutter or garbage found, broken and damaged tools are removed and tagged. Got good housekeeping in your bin?



Safety Pays!

30 more days and one more Safety Playbook before 2020 ends and a chance to submit your stories . . . and possibly win big . . . because safety pays! Send to Lidia, Curt, Andrew or Terry.

What happened?

From MN Co-op – A line crew was digging secondaries into a padmount transformer. Once they had dug under the transformer, one of the linemen turned his shovel upside down and used the fiberglass handle to probe at the dirt in the transformer, to connect the trench to where they had dug underneath the transformer. While pushing down on the shovel with all his weight, he lost his footing. This caused him to fall against the transformer, hitting his left hand and breaking the pinky finger. This injury required surgery on his finger and a plate and screws were installed to repair it. At least two lessons were learned; can you describe them? What tool do you use? How would you have done it? (Lessons learned described below)

From Federated Near Miss Database – Employees were replacing a 45' pole with a 55' pole for clearance. During the process of moving the #2 solid copper wires up to the arm of the new pole, one of the conductors started to pull on a primary jumper on an adjacent pole. The employee brought the conductors back down to take the strain off of the jumper and held that position so that a fellow employee could move a bucket truck over to the adjacent pole and lengthen the primary jumper.

While the employee was lengthening the primary jumper, the other employees started to tamp the 55' pole. A skid steer was brought in with a bucket of dirt to aid in the tamping process. While the employees were tamping the pole, a conductor splice failed and the load side of the hot phase fell into the work zone, landing on the skid steer. The source side of the hot phase swung down and contacted the messenger conductor on a cable tv line. This, in turn, operated a breaker that had been previously placed in one-shot.

Safety Suggestions

Do you need to change your safe work practices today from the stories shared?



This bin scores big when it comes to safety!



MREA

Lesson Learned: The importance of what can happen when not using a tool correctly or not using the right tool for the job. It also shows it is important to position our bodies correctly to avoid slips and

Safety Playbook 2020

For the game of life



Date Used _____ Co-op/Company _____

Coach _____ Title _____

November 20, 2020

Play of the Week: In these times of thanksgiving, be aware that someone standing right next to you could be doing all they can to hold it together. We don't often know the burdens people bear. So, don't add to them – be kind today – for that might be just what your crew member needs.



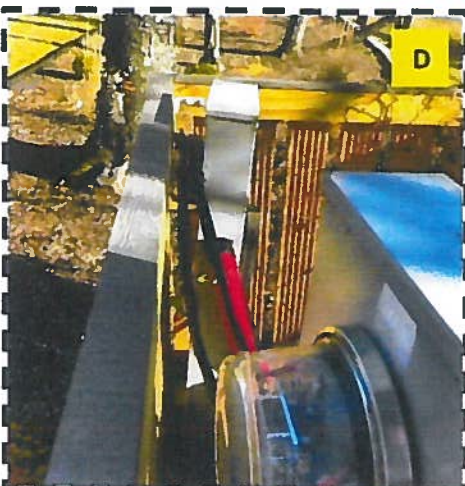
Safety pays!

2020 will soon be coming to an end – thankfully – so make sure to turn your stories in and maybe your co-op can win the \$500 ... because safety pays!
Send to Lidia, Curt, Andrew or Terry.

What happened?

From MN Co-op – Co-op was retiring an old URD service and lifting the old concrete pad into belly of digger truck. When the pad was where lineworker wanted it, he put his left hand on it to keep it from spinning as they lowered it down to get it into position in the belly of the truck. Just as he did that, the eye bolt attached to the pad broke, causing the pad to swing towards lineworker and hitting his right hand. Incident resulted in lineworker having a sprained hand with heavy bruising. Remote was damaged in the process, too. [Pic A, B and C]

From MN Co-op – Crew was asked to go and hook up a new set of tails and as the picture shows the member's landscape fencing was blocking access to meter. Member was called and explained they need to remove their fence; work rescheduled for a later date. [Pic D]



Safety Suggestions

Do you need to change your safe work practices today from the stories shared?

MREA



BOARD REPORT
Safety and Compliance
Traverse Electric Cooper Inc.
November 202

MANAGEMENT

- ✓ Key dates for CDL drivers updated on 11/03/20
- ✓ RESAP Safety Improvement Plan completion submitted on 11/04/20
- ✓ MREA Safety Service Day #5 on 11/25/20

	Not Started	In Progress	Completed
AWAIR/SIP Goals			
1. Review OSHA Inspection Action Plan with Employees			✓
2. Continue Linemen Peer to Peer Inspections of PPE	✓		
3. Inspect All Extension/Electrical Cords			✓
4. Focus on Improving Safe Work Practices – “What Should We Do that We Aren’t Doing?”		✓	

EDUCATION

<u>Topic</u>	<u>Audience</u>	<u>Date</u>	<u>Presenter</u>
Monthly Newsletter – License to Live	All employees	10/09/2	TAR
Cooperative Connections – Radon	Members, Public	11/20	TEC
Monthly Poster – Car Crash/Utility Pole: What to Do	All employees	11/01/20	STAR
Safety Bulletin Board – CO Poisoning; Space Heater Safety Tips	All employees	11/01/20	TAR
Traffic Safe	Operations	11/25/20	MREA

INSPECTIONS

- ✓ Monthly fire extinguisher and first aid kit inspection by TEC on
- ✓ Crew observations (2) by MREA on 11/25/20
- ✓ Vehicle inspection by MREA on 11/25/20

EVENTS (not including damage to poles/structures by public)

1 new event reported during this period. See table below

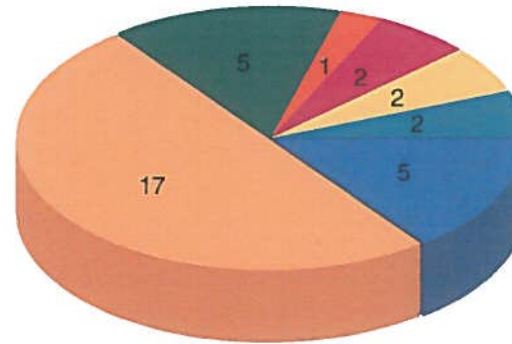
- ✓ Year-to-Date Injuries: 1 (includes 1 OSHA recordables)
- ✓ Year-to-Date Damage: 3 (includes no DOT recordable)
- ✓ Year-to-Date Near Miss: 1

Date	Type	Description	Actions
05/07/20	Oil Spill	Vehicle collision with pad-mount; oil spill cleanup	
07/08/20	Injury	Injured right knee coming out of ditch (OSHA recordable)	
08/08/20	Oil Spill	Broken pole; oil spill cleanup	
08/25/20	Near Miss	Blown fuse	Verify phasing before using 2-way feeds when possible
11/08/20	Damage	Stuck tree and damaged bucket while backing bucket truck	Under investigation

Outage Summary

11/1/2020 To 11/30/2020

Bird/Animal	5	14.7%
Planned/Construction	17	50.0%
Equipment Failure/Decay	5	14.7%
Vehicle Accident	1	2.9%
Tree	2	5.9%
Unknown	2	5.9%
Other	2	5.9%
Total:	34	100.0%



(Major Event Outages Highlighted Yellow)

Outage List

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
11/2/20 10:12 pm	11/2/20 11:47 pm	Other	URD Primary Fault		Beardsley	38 -34-3B	Primary urd fault. Locations Affected	1
11/3/20 10:18 am	11/3/20 11:18 am	Bird/Animal	Transformer Fuse		Doran	12 -24-3	Squirrel caused blown transformer fuse. Locations Affected	1
11/4/20 10:40 am	11/4/20 2:45 pm	Planned/Construction	Jumper		Victor	40 -13-4	Electrician pulled meter. We deenergized transformer for service upgrade. Locations Affected	1

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
11/5/20 9:05 am	11/5/20 9:48 am	Bird/Animal	Line Fuse URD		Wheaton	25 -26-2A	Squirrel took take off fuse.	Locations Affected 1
11/6/20 8:37 am	11/6/20 9:15 am	Bird/Animal	Transformer Fuse		Graceville	22 -30-2	Squirrel took transformer fuse.	Locations Affected 1
11/6/20 9:09 am	11/6/20 9:58 am	Planned/Construction	Other		Dumont	07 -26-3A	Shut off service for electrician.	Locations Affected 1
11/6/20 9:43 am	11/6/20 10:07 am	Planned/Construction	Other		Sisseton	48 -26-2	Pulled meter to add conductor.	Locations Affected 1
11/6/20 11:34 am	11/6/20 11:49 am	Planned/Construction	Other		Victor	40 -13-4	Electrician pulled meter to work on service.	Locations Affected 1
11/7/20 8:37 am	11/7/20 10:15 am	Vehicle Accident	Line OCR		Beardsley	30 -07-4, 30 -08-4, 30 -22-1...	Farmer hit A1/broke it off & opened OCR. Floated wires/ reenergized.	Locations Affected 42
11/8/20 2:00 pm	11/8/20 4:12 pm	Tree	Line OCR		Wendell	03 -18-2, 04 -36-4A, 03 -15-4...	Tree took tap down. Busted top of A4 off & started fire. Temped tap.	Locations Affected 21
11/8/20 2:32 pm	11/8/20 2:49 pm	Tree	Line OCR		Wendell	03 -06-2, 03 -06-1, 03 -05-4A...	Tree took tap down. Busted top of A4 off & started fire. Temped tap.	Locations Affected 8
11/8/20 6:05 pm	11/8/20 6:22 pm	Planned/Construction	Jumper		Beardsley	38 -10-L8, 38 -10-0D, 38 -10-L1...	Shut line off to clear tree.	Locations Affected 41
11/8/20 9:50 pm	11/8/20 11:50 pm	Other	Jumper		Graceville	07 -04-4, 07 -04-4B, 07 -05-1...	Jumper across crossarm shorted out line, opened sub OCR, added crossarm & ran a new jumper.	Locations Affected 21
11/11/20 1:34 pm	11/11/20 4:02 pm	Planned/Construction	Other		Wendell	03 -01-2	Electrician possibly working on service.	Locations Affected 1
11/13/20 10:45 am	11/13/20 12:52 pm	Planned/Construction	Other		Wendell	03 -18-2, 03 -18-2A	Disconnected for pole change.	Locations Affected 2
11/18/20 7:00 am	11/18/20 7:17 am	Equipment Failure/Decay	Transformer Failure		Wendell	03 -01-2	Bad transformer, changed transformer	Locations Affected 1
11/18/20 9:01 am	11/18/20 9:56 am	Planned/Construction	Transformer Failure		Wendell	03 -01-2	Changed transformer.	Locations Affected 1

Start Time		End Time		Cause	Equip Code	Device	Substation	Area	Comments	
11/19/20	1:05 pm	11/19/20	2:09 pm	Planned/Constructi on	Other		Wendell	05 -22-3, 05 -22-3A, 05 -22-4...	Disconnect for pole change.	Locations Affected 3
11/20/20	1:18 pm	11/20/20	2:09 pm	Planned/Constructi on	Line OCR		Beardsley	37 -03-3A, 37 -03-3, 37 -04-3...	Changed pole by transmission line & cemetary.	Locations Affected 4
11/20/20	5:24 pm	11/20/20	10:30 pm	Unknown	Transformer Fuse		Victor	35 -32-1	Blown transformer fuse.	Locations Affected 1
11/23/20	11:24 am	11/23/20	2:34 pm	Planned/Constructi on	Hot Line Clamp		Wendell	05 -22-1	Changed out transformer pole.	Locations Affected 1
11/23/20	12:57 pm	11/23/20	1:44 pm	Planned/Constructi on	Other		Wheaton	09 -08-4, 10 -33-1, 09 -09-3...	Shut off line to install single phase cabinet.	Locations Affected 16
11/23/20	2:01 pm	11/23/20	2:54 pm	Unknown	Other		Wheaton	16 -12-2	B & C phases open in VFI at 16-1-4. Patrolled overhead taps and reset VFI.	Locations Affected 1
11/25/20	9:01 am	11/25/20	10:29 am	Planned/Constructi on	Other		Beardsley	30 -28-4	Electrician working on service pulled meter.	Locations Affected 1
11/25/20	10:54 am	11/25/20	12:54 pm	Planned/Constructi on	Other		Wendell	05 -33-4A, 05 -31-1, 05 -33-4...	Disconnected for pole changes.	Locations Affected 7
11/25/20	3:51 pm	11/25/20	4:12 pm	Planned/Constructi on	Transformer Fuse		Beardsley	37 -23-1	Transformer disconnected for electrician for repairs.	Locations Affected 1
11/28/20	6:45 pm	11/28/20	7:48 pm	Equipment Failure/Decay	Cutout Failure		Dumont	08 -28-4, 08 -28-4A	Broken cut out on 2 phase riser.	Locations Affected 2
11/28/20	7:22 pm	11/28/20	8:22 pm	Bird/Animal	Transformer Fuse		Graceville	22 -16-4	Blown transformer fuse-squirrel.	Locations Affected 1
11/28/20	7:30 pm	11/28/20	8:18 pm	Bird/Animal	Transformer Fuse		Wendell	10 -27-4	Blown transformer fuse-squirrel.	Locations Affected 1
11/30/20	10:51 am	11/30/20	12:19 pm	Planned/Constructi on	Line Fuse URD		Graceville	08 -31-3	Disconnected service to change transclosure.	Locations Affected 1
11/30/20	2:40 pm	11/30/20	2:46 pm	Planned/Constructi on	Other		Wheaton	16 -22-2, 16 -13-1A, 16 -14-3...	Blinked line to change module in cabinet.	Locations Affected 10

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
11/30/20 3:31 pm	11/30/20 4:43 pm	Equipment Failure/Decay	Cutout Failure		Wheaton	08 -18-3, 16 -13-4, 08 -18-4...	Urd fault blew the line fuse. Cleared fault, threw in line fuse & cut out broke/ changed out cut out.	Locations Affected 4
11/30/20 3:31 pm	11/30/20 6:39 pm	Equipment Failure/Decay	URD Primary Fault		Wheaton	08 -18-4A	Primary cable faulted. Ran on top of ground for temp.	Locations Affected 1
11/30/20 4:56 pm	11/30/20 5:10 pm	Equipment Failure/Decay	Cutout Failure		Wheaton	08 -18-4, 16 -13-1A, 08 -18-3...	Urd fault, cleared fault, refused line and cut out broke.	Locations Affected 4

TRAVERSE ELECTRIC COOPERATIVE, INC.

Wheaton, Minnesota

BOARD POLICY NO. 522

Employee Volunteering / Community Service

I. OBJECTIVE

- A. To fulfill a core Touchstone Energy value and key cooperative principal that demonstrates Commitment to Community.
- B. To provide employees the opportunity to perform volunteer service for approved local charities, schools, non-profit organizations, civic organizations, community services and other approved local organizations within Traverse Electric's service territory; not for political or personal interests.

II. POLICY

- A. Full-time employees who have completed at least 90 days of employment with the Cooperative will be entitled to up to ten (10) hours per calendar year of paid time off during the workday without reduction in pay or use of vacation for volunteer/community service.
- B. Volunteer/community service paid time off cannot accumulate or be carried over into the next calendar year and must be used in no less than one hour increments.
- C. Employees will not receive payment for unused volunteer/community service paid time off at the end of the calendar year or upon separation from employment.
- D. A volunteer request form must be submitted to the employee's supervisor at least two weeks in advance. The request will be approved by the supervisor and general manager. When responding to a fire call or emergency when advance notice is not possible, the volunteer request form must be submitted to the employee's supervisor immediately after returning to work.
- E. The Cooperative may restrict the number of employees approved for paid volunteer service time at any given time. Volunteering/community service leave will be granted as workload permits. In the event of an outage or

unforeseen circumstances, your supervisor reserves the right to deny or revoke any approved requested volunteer paid time off.

- F. This policy does not apply to volunteer work done outside normal working hours, weekends, or holidays.
- G. The volunteering/community service must be non-paid. Activities regarding political groups or causes do not qualify for use of this leave. Activities related to elected offices or contracted positions do not qualify under this policy.
- H. For certain community services, such as volunteer fireman service calls, or other approved community services where a stipend is paid, employees must turn over to the cooperative any stipend or pay received during the employee's normal work hours in exchange for not utilizing paid time off. The volunteer request form must indicate whether a stipend will be or was paid.
- I. Volunteering employees are not covered under the Cooperative's Workers Compensation Insurance when participating in volunteer activities.
- J. The Cooperative reserves the right to verify employee involvement in volunteer/community service activities and will take disciplinary action if fraudulent or inappropriate behavior occurs as a result of this policy up to and including termination.

III. RESPONSIBILITY

- A. The General Manager and department heads are responsible for the administration of this policy.
- B. The Board of Directors is responsible for any change or revision of this policy.

Date Adopted: 12-29-2020

Mark Pearson, Secretary