

AGENDA
REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, October 27, 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*
- 6). East River Annual Meeting - *Armstrong, Homan, Marks*

10 Minute Break

- 7). 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
- 8). Office Manager's Report – *Lupkes*
 - a. September 30, 2020 Accounts Receivable Balances review
 - b. Review new members connected
 - c. Covid-19 Procedure
 - d. Office hours
 - f. New statement design
 - g. District 3 director vacancy notice
- 9). Financial Report – *Lupkes*
 - a. Profit & Loss Statement & Form 7***
 - b. Comparison
- 10). Operation Manager's Report – *Janorschke*
 - a. Crew update
 - b. AMI update
 - c. Miscellaneous
 - d. Safety
 - e. Outage update

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REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, October 27, 2020
9:00 AM

- 11). District 3, Board of Director: Interested District 3 members: Sherry Allard & Michael Gaulrapp
- 12). Mid-West Electric Consumers Association 2020 Virtual Annual Meeting – Voting Delegate***
- 13). 2021 Washington DC Youth tour cancelled
- 14). Review draft of Volunteering / Community Service Policy
- 15). Other Business
- 16). Adjournment ***

*** Indicates Board Action needed

Future Directors Meetings

- ❖ *Basin Annual Meeting – November 4, 2020 – Virtual*
- ❖ *Mid-West Annual Meeting – December 9, 2020 – Virtual*
- ❖ *SDREA Annual Meeting – January 15, 2021 – Pierre, SD*
- ❖ *TEC 81st Annual Meeting - March 25, 2021 – Wheaton High School*

Future Managers Meetings

- ❖ *Basin Annual Meeting – November 4, 2020 – Virtual*
- ❖ *ER MAC Meeting – November 10, 2020 – Madison, SD*
- ❖ *MREA Legislative Summit – November 12, 2020 – Maple Grove, MN (Via Conference Call)*
- ❖ *ER MAC Meeting – December 1, 2020 – Madison, SD*
- ❖ *Mid-West Annual Meeting – December 9, 2020 – Virtual*
- ❖ *SDREA Annual Meeting – January 15, 2021 – Pierre, SD*
- ❖ *TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School*

Future Board Meeting Dates

- ❖ *November 24, 2020 – Scheduled for 9:00 am*
- ❖ *December 29, 2020 – Scheduled for 9:00 am*
- ❖ *January 26, 2021 – Scheduled for 9:00 am*
- ❖ *February 23, 2021 – Scheduled for 9:00 am*
- ❖ *March 30, 2021 – Scheduled for 9:00 am*

Future NRECA Annual Meeting Dates

- ❖ *2021 – Virtual - February 18-24; **Homan***
- ❖ *2022 - Nashville - March 3-9; **Armstrong, Dickmann***
- ❖ *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, September 29, 2020
8:00 AM

The September monthly meeting of the Board of Directors of Traverse Electric Cooperative, Inc. was held at the Cooperative on Tuesday, September 29, 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	Tom Frisch	

Absent was: Kath.

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

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

Karen Kath submitted a letter of resignation from the board due to no longer residing in the district. Armstrong made a motion to accept Karen Kath's resignation. Diekmann seconded the motion and upon vote motion carried unanimously. Kath was thanked for her 22 years of service on the board.

Marks made a motion to select Armstrong to be the Treasurer, replacing Kath. Homan seconded the motion and upon vote motion carried unanimously.

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

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

Homan reported on the East River Board Meeting:

- Reported that an East River lineman passed away suddenly.
- Jeff May is East River's new Chief Information Officer.
- A large dairy is planned SW of Madison.
- The East River board reorganized with no changes in officers.

- The joint MAC and budget meeting will be held tomorrow with the board meeting on the following day.
- There have been a few cases of COVID-19 among East River's field employees.
- Planning is underway for the next Energize Forum.
- East River sales are rebounding.

Armstrong, Homan & Marks reported on the East River Annual Meeting, which was held in person and virtually;

- Paul Sukut spoke about DGC.
- Jim Matheson from NRECA spoke about the relief package.
- WAPA reported the highest flow ever from the Missouri River in 2019.

Manager Janorschke presented the Manager's Report:

- Basin update:
 - FERC ruled to dismiss the 2019 Rate Schedule A, but accepted the 2020 Rate Schedule A and wholesale power contracts.
 - Reviewed Basin's operations statement and DGC's \$9.9 million loss in August with a YTD loss of \$71.8 million.
 - The Bakken Midstream Project was discussed.
 - Wyoming Municipal Power Agency's contract with Tri State expires in June 2021.
 - Paulsen compiled the results of their survey indicating the key issues among Basin's membership.
 - Basin's Annual Meeting will be livestreamed on November 4. Invitations for the members only portion of the meeting will be sent to the general managers. Board members interested in attending that portion will have to come into the office to view it.
 - Basin employees have been affected by COVID-19.
- East River update:
 - Discussed Class D contracts and the retirement of Great River Energy's Coal Creek Station. They are still waiting for information from GRE.
 - East River's 2021 Capital Budget increased from \$71 million to \$85 million due to low interest rates. Thirty million of that can be recovered from SPP.
 - Reviewed the Basin battery trial rate that aims to reduce demand only, not energy sales.
- REED Fund update:
 - Reviewed a new loan approved for \$358,000 for the purchase of 100% ownership of a radio station.

- NRECA update:
 - NRECA continues to push for RUS debt relief in the next stimulus package. Tina Smith is heading the initiative and is optimistic that it will be included in the next package.
 - HEROES and HEALS Acts components reviewed.
- Reviewed MREA and MN legislation:
 - Reviewed the REMA CEO conference.
 - Discussed MREA's 2021 budget.
 - Load management receiver permit fee is reduced from \$36 to \$20 for replacing receivers.
 - Broadband is utilizing existing utility easements.
 - Net metering and diversity in the workplace will be issues for 2021.
 - Cooperatives reached an agreement with the Leech Lake Band regarding existing easements.
 - Governor Walz's peacetime emergency was extended until October 12. The mask mandate is still in effect.
 - Discussed the territory dispute between Todd-Wadena Electric Co-op and the municipal over serving a new hospital.
 - People's Co-op and SMEC are trying to get to one rate for all of their members.
 - MPCA seeking contact information for on onsite generation of 50KW and larger.
- Reviewed SDREA and SD legislation:
 - Ed Anderson is retiring from SDREA.
 - Emily Costar was hired as a communications specialist at SDREA.
 - Discussed SDREA's 2021 budget. Dues will be increasing.
 - SDREA will add a legislative position after a new CEO is hired.
 - SDREA is considering modifying its annual meeting by limiting attendance and providing virtual options to attend.
 - Discussed the Volkswagen settlement and the feasibility of adding a EV charging station on our system.
- Other matters of interest:
 - The claims adjuster for Bois Des Sioux Watershed visited the site where the poles tipped without our staff present.
 - Janorschke is still looking at options for member owned security lights.

- Janorschke requested feedback on future facility needs after highlighting some of our current issues and future needs. The board directed Janorschke to gather approximate costs and options.
- Reported that Eric Rikimoto requested to buy 5 feet of land from us adjacent to our brick building to add onto his garage after having his lot surveyed. Janorschke declined to sell the land at this time.
- The City of Brown Valley and Lake Valley Boys Home are looking at applying for a REED loan.
- Reported that a member, who is a supporter of the dairies in our service area, stopped in to visit about the proposed new dairy and to find out if Traverse Electric is a supporter of the dairies.
- Reported that no issues were found on the voltage recorder that was placed at an irrigation service that frequently burns up VFDs after being idle over the winter. Crews installed grounds on each of the poles for that service.
- Michael Gaulrapp contacted Janorschke regarding his interest in being a director on the board from District 3.
- Janorschke reviewed the Basin and Upper Missouri vs. McKenzie Electric case and whether we wanted to intervene. After consideration on the legal ramifications, Janorschke recommended that Traverse Electric not intervene in this case.
- Janorschke will attend a Zoom meeting with Governor Walz next Monday.

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

- August 31, 2020 Accounts Receivable balances were reviewed.
- New members connected were reviewed.
- No changes to COVID-19 procedures. No employees have tested positive.
- Described a new MN Housing Assistance Program that can help our MN members directly impacted by COVID-19 pay utility bills. Information regarding this program was inserted with MN disconnect notices.
- We resumed assessing late payment penalties and reconnection fees in September.
- Reported that six generators have been completely installed in August and September. There is a 10 to 12 week delay in receiving generators, transfer switches, and modules due to the hurricanes and COVID-19.
- Blue Cross Blue Shield applied a one-time premium relief credit of 20% on our October health insurance premium invoice due many elective and nonemergency medical procedures being delayed or cancelled, and policies not being used as planned due to COVID-19.

Lupkes presented the financial report for August 2020. Affecting August margins were invoices for tree trimming and spraying, and outage expenses. Also noted was that the dairies account for 25% of our revenue and 33% of our kwh sales. After a discussion on the monthly comparisons and financial status of the Cooperative, Frisch made a motion to accept the report as given. Pearson seconded the motion, and upon vote motion carried unanimously.

Janorschke gave the Operations Report per Schwagel's written report.

- Crews have been working on outages, pole changes and new services.
- Reviewed completed projects.
- Reviewed the results of our RESAP observation and reported that it went well.
- Reviewed our safety program.
- The outage reports were reviewed.

With the resignation of Karen Kath from the board, options were discussed to find a member to replace her. The board directed Janorschke to mail notification of the vacancy to all District 3 members. If more than one member is interested in completing the term that expires in March 2022, the names will be placed on a ballot and mailed to members of District 3.

Frisch made a motion to name Janorschke as the voting delegate for the NRECA Annual and Regional Meetings. Marks seconded the motion and upon vote motion carried unanimously.

Homan made a motion to authorize Janorschke to case a vote for the Manager-Director on the CFC Board. Pearson seconded the motion and upon vote motion carried unanimously.

Frisch made a motion to name Armstrong the voting delegate at Basin's Annual Meeting. Monson seconded the motion and upon vote motion carried unanimously.

Pearson made a motion to name Frisch the voting alternate at Basin's Annual Meeting. Diekmann seconded the motion and upon vote motion carried unanimously.

The board reviewed the electrician hourly rates. Diekmann made a motion to remove the meter reading fee from the price list and increase the electrician rates as follows effective October 1, 2020:

Master or Journeyman Electrician Labor	Regular Working Hours	\$ 65 75.00	per hour
Master or Journeyman Electrician Labor	Outside Working Hours	\$ 90.00	per hour
Electrician Assistant Labor	Regular Working Hours	\$ 37.50	per hour
Electrician Assistant Labor	Outside Working Hours	\$ 45 55.00	per hour

Armstrong seconded the motion and upon vote motion carried unanimously.

Janorschke requested \$19,500 for non-union employee salary increases. Increases for union employees are effective October 1 per the union contract. Last year job descriptions were

updated and an outside HR consultant reviewed the job descriptions and completed a salary review and comparison. Janorschke will distribute the \$19,500 to non-union employees, referencing the results of the salary comparisons to align salaries. Monson made a motion to approve \$19,500 for non-union employee salaries effective October 1, 2020. Frisch seconded the motion and upon vote motion carried unanimously.

Other business:

Janorschke reported that he plans to present a policy to the board at next month's meeting that addresses employee community service and volunteering.

Next board meeting will be on Tuesday, October 27, 2020 beginning at 9 AM.

Upcoming Board Member meetings:

ER MAC/BOD Joint Budget Meeting – Sept 30, 2020 – Madison, SD - Homan
 ER board meeting – Oct. 1, 2020 – Madison, SD - Homan
 NRECA Regional Meeting – October 13-15, 2020-Virtual
 Basin Annual Meeting – Nov 3-5, 2020 – Virtual – Armstrong, Frisch
 TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School

Upcoming Managers Meetings:

East River MAC Meeting/Joint Budget Meeting – Sept. 30, 2020 – Madison, SD
 NRECA Regional Meeting- October 13-15, 2020 - Virtual
 Basin Annual Meeting – Nov 3-5, 2020 – Bismarck, ND
 ER MAC Meeting – Nov 10, 2020 – Madison, SD
 MREA Legislative Summit – Nov. 12, 2020 – Maple Grove, MN (via conference call)
 ER MAC Meeting - Dec 1, 2020 – Madison, SD
 TEC 81st Annual Meeting – March 25, 2021 – Wheaton High School

As there was no further business, Homan made a motion to adjourn. Frisch seconded the motion and upon vote motion carried unanimously. Meeting adjourned at 11:51 AM.

Mark Pearson, Secretary

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>
CK	09/01/2020	117227	NRECA	117.25	
			Admin Fee		117.25
CK	09/01/2020	117228	FURTHER	1,370.01	
			September HSA Contributions		1,370.01
CK	09/01/2020	117229	East River Federal Cu	875.00	
			September Credit Union		875.00
CK	09/01/2020	117230	I.B.E.W. Lu 524	240.00	
			September Union Dues		240.00
CK	09/01/2020	117231	NRECA	15,570.81	
			Total Trust Contributions		15,570.81
CK	09/01/2020	117232	Delta Dental of Minnesota	1,199.20	
			September Premiums Due Sept 5		1,199.20
CK	09/01/2020	117233	NRECA Group Benefits Trust	1,539.85	
			Group Insurance		1,539.85
CK	09/01/2020	117234	NRECA	859.86	
			Admin Fee		859.86
WT	09/01/2020	8801629	Minnesota Dept Of Revenue	2,340.12	
			Aug.31, 2020 payroll SWH		2,340.12
WT	09/02/2020	8801628	Internal Revenue Service	12,933.99	
			Aug.31, 2020 payroll FICA & FWH		12,933.99
WT	09/03/2020	8801627	Natl Rural Elec Assn	6,514.90	
			Aug.31, 2020 payroll 401K		6,401.09
			Aug.31, 2020 payroll 401K Loan		113.81
WT	09/04/2020	8801630	Payment Service Network Inc	1,180.06	
			August Credit Card Pmt Fees		1,180.06
CK	09/08/2020	117248	Irby (Stuart C. Irby Company)	2,697.64	
			Material		455.39
			Materials		318.50
			Crimper for #130		1,923.75
CK	09/08/2020	117249	Rosholt Review	60.00	
			1 Yr Sub		60.00
CK	09/08/2020	117250	Resco	283.09	
			1000 Meter Seals		283.09
CK	09/08/2020	117251	Sturdevant's, Inc.	1,216.94	
			Supplies		1,216.94
CK	09/08/2020	117252	Wesco Receivables Corp.	1,083.29	
			Material		688.28
			Materials		395.01
CK	09/08/2020	117253	City Of Wheaton	183.76	
			Utilities		183.76
CK	09/08/2020	117254	TWIN VALLEY TIRE OF WHEATON INC	2,539.11	
			Wheel Alignment #140		115.95
			Tire Rotation #130		60.00
			Tire Rotation #139		40.00
			Tire Credit #143		(300.00)
			6 Tires #143		2,623.16
CK	09/08/2020	117255	Curtis Jorgenson	300.00	
			Water Heater Rebate		300.00
CK	09/08/2020	117256	Colonial Life	321.86	

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>
			August Colonial Life		321.86
CK	09/08/2020	117257	Integrity Contracting Inc	1,520.00	
			Boring - URD Conversion - R Beyer WO#986		1,520.00
CK	09/08/2020	117258	HRExpertiseBP	140.00	
			August HR Services		140.00
CK	09/08/2020	117259	First Call Auto Parts Inc	39.17	
			Supplies		39.17
CK	09/08/2020	117260	SD Electrical Commission	55.00	
			Jeffery Skalicky Generator Wiring Permit		55.00
CK	09/08/2020	117261	Morris Electronics Inc	35.00	
			Updated Carbonite & Tested		35.00
CK	09/08/2020	117262	Mike's Cleaning Service	667.97	
			August Janitorial Services		667.97
CK	09/08/2020	117263	NRECA-Coop Benefit Adm	7.50	
			August Cafeteria Exp		7.50
CK	09/08/2020	117264	Richard Davis	100.00	
			Reimburse DOT Physical Cost		100.00
CK	09/08/2020	117265	Mediacom LLC	256.90	
			Sept Internet Service		256.90
WT	09/09/2020	8801631	EAST RIVER FCU	2,447.00	
			ER Credit Card Charges		2,447.00
CK	09/14/2020	117266	Border States Electric	6,210.88	
			Materials		52.33
			Materials		78.00
			Material		329.18
			Materials		5,751.37
CK	09/14/2020	117267	Irby (Stuart C. Irby Company)	2,299.95	
			2 3 Phase Box Pads		2,299.95
CK	09/14/2020	117268	Resco	5,394.63	
			4 85 Gallon Water Heaters		4,721.64
			Fuses		672.99
CK	09/14/2020	117269	SD Rural Electric Ass'n	455.00	
			Newsletter Labor & Insert		455.00
CK	09/14/2020	117270	SD DEPT OF REVENUE & REGULATION	74.63	
			SD 2% Excise Tax - July/Aug		74.63
CK	09/14/2020	117271	Tri-County Coop	75.51	
			August Fuel		75.51
CK	09/14/2020	117272	Traverse County Dep. Reg.	689.50	
			License Renewal #140		324.25
			License Renewal #142		365.25
CK	09/14/2020	117273	Wesco Receivables Corp.	8,544.76	
			Materials		8,544.76
CK	09/14/2020	117274	DITCH WITCH OF MN INC.	367.37	
			Plow Parts		367.37
CK	09/14/2020	117275	Star Energy Services	9,841.00	
			Generators & Generator Material		9,841.00
CK	09/14/2020	117276	Sag's Hardware Hank LLC	388.88	
			Supplies		388.88
CK	09/14/2020	117277	Carr's Tree Service Inc	99,404.88	

CM - Check Register-Detail

1 Cash - General Fund

Type	Date	Chk Nbr	Name	Total Check Amount	Document Detail
			Spraying of 2019 Trees Cut		2,268.08
			Spraying of 2019 Trees Cut		3,811.80
			Contracted Tree Trimming Maps 38 & 33		93,325.00
CK	09/14/2020	117278	Paul Ellingson	1,263.43	
			Reimburse Culvert Replacement		1,263.43
CK	09/14/2020	117279	SD Electrical Commission	57.00	
			SD Wiring Permit - S Finnesand Generator		57.00
CK	09/14/2020	117280	Xerox Corporation	332.72	
			September Copier Lease		332.72
CK	09/14/2020	117281	LANDIS+GYR TECHNOLOGIES LLC	750.00	
			August Meter Hosting		750.00
CK	09/14/2020	117282	Cenex Fleetcard	3,952.48	
			August Fuel		3,952.48
CK	09/14/2020	117283	T & R Electric Supply Co Inc	260.00	
			Transformer Oil Testing		260.00
CK	09/14/2020	117284	Bluecross Blueshield	12,508.84	
			October Premiums Due September		12,508.84
CK	09/14/2020	117285	Dacotah Paper Company	188.05	
			5 Cases Copy Paper		188.05
CK	09/16/2020	Payroll Batch # PR000977		32,730.45	
VC	09/16/2020	117301	Wesco Receivables Corp.	(910.58)	
WT	09/16/2020	8801634	Minnesota Dept Of Revenue	2,286.66	
			Sept. 16, 2020 Payroll SWH		2,286.66
WT	09/17/2020	8801635	Natl Rural Elec Assn	6,514.91	
			Sept. 16, 2020 Payroll 401K		6,401.10
			Sept. 16, 2020 Payroll 401K Loan		113.81
WT	09/17/2020	8801636	Internal Revenue Service	12,672.00	
			Sept. 16, 2020 Payroll FWH & FICA		12,672.00
CK	09/21/2020	117299	Irby (Stuart C. Irby Company)	671.90	
			Crimp Tool Repairs		588.00
			Rubber Glove/Sleeve Testing		83.90
CK	09/21/2020	117300	Valley Office Products	1,214.06	
			Office Furn - Joel, Office Supplies		1,214.06
CK	09/21/2020	117302	Willy's Super Valu	128.16	
			Supplies		128.16
CK	09/21/2020	117303	Star Energy Services	16,456.73	
			Padmount Inspection 2020		5,577.57
			Map Edits, Eng Serv, IT Serv, RESAP, AED, (10,879.16
CK	09/21/2020	117304	Locators & Supplies	179.60	
			24 Pr Gloves		179.60
CK	09/21/2020	117305	All American Publishing	500.00	
			Fall 2020 T-Shirt Sleeve for WHS		500.00
CK	09/21/2020	117306	USIC Locating Services LLC	2,619.05	
			August SD Locates		832.00
			August MN Locates		1,737.61
			August ND Locates		49.44
CK	09/21/2020	117307	CRC Response Center Inc	1,298.46	
			August After Hours Service		1,298.46

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>
CK	09/21/2020	117308	South Dakota One Call August SD Locates	51.45	51.45
CK	09/21/2020	117309	Big Stone Radio August Contracted Radio Advertising	159.00	159.00
CK	09/21/2020	117310	Gopher State One-Call August MN Locates	114.75	114.75
CK	09/21/2020	117311	North Dakota One-Call August ND Locates	2.40	2.40
CK	09/21/2020	117312	Wesco Receivables Corp. Trans Arrestor Kits	910.58	910.58
CK	09/21/2020	117313	Aflac September AFLAC	13.70	13.70
VC	09/21/2020	117314	Wheaton American Legion	(79.43)	
CK	09/21/2020	117315	Wheaton Community Diner Reimb for 1 Annual Mtg Voucher	20.00	20.00
CK	09/21/2020	117316	Covenant Cabinetry & Millwork LLC Add Cabinet Locks to Cabinets & Rep Drawers	203.58	203.58
CK	09/21/2020	117317	SD Electrical Commission Wiring Permit - Shane Braaten Generator	57.00	57.00
CK	09/21/2020	117318	JOHN DEERE FINANCIAL Shipping, O-ring & Brake Cleaner	29.48	29.48
CK	09/21/2020	117319	Mn Dept Of Commerce 2nd Qtr FY 2021 Direct Assessment	553.03	553.03
CK	09/21/2020	117320	Verizon Wireless Dennis Cell & Linemen iPads Apple Watch - Joel, iPad & Cell Service	494.29	176.11 318.18
CK	09/21/2020	117321	LegalShield September ID Theft Insurance	147.50	147.50
CK	09/21/2020	117322	Wheaton American Legion Reimburse 4 Annual Mtg Vouchers	79.43	79.43
WT	09/21/2020	8801632	SD DEPT OF REVENUE & REGULATION SD 4.5% Sales Tax Return - Aug	14,172.07	14,172.07
WT	09/21/2020	8801633	Minnesota Sales & Use Tax MN ST Return - August	30,454.00	30,454.00
CK	09/28/2020	117323	PROFESSIONAL COMPUTER SOLUTIONS LLC September Hosting & User Fees Mobile Customer Access Service	1,023.00	973.00 50.00
CK	09/28/2020	117324	Basin Electric Power Coop September Email Hosting	30.00	30.00
CK	09/28/2020	117325	Big Stone Colony Water Heater Rebate Water Heater Rebate	1,020.00	510.00 510.00
CK	09/28/2020	117326	AT&T 800 Service	22.88	22.88
CK	09/28/2020	117327	David Krueger Heat Pump Rebate	600.00	600.00
CK	09/28/2020	117328	Dairyland Power Cooperative Inc Aug Past Due Print & Pstg, July Stmts Print &	1,967.56	1,967.56

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>	Document Detail
CK	09/28/2020	117329	Robert Bates Heat Pump Rebate	600.00	600.00
CK	09/28/2020	117330	Kendal Ceroll Heat Pump Rebate	600.00	600.00
CK	09/28/2020	117331	Kevin Deutsch Fridge, Washing Machine, Dryer Rebates	100.00	100.00
CK	09/28/2020	117332	Tim Gronfeld Heat Pump Rebate	600.00	600.00
CK	09/28/2020	117333	AT & T 800 Service	44.29	44.29
CK	09/28/2020	117334	Lon Tekrony Clothes Washer Rebate	25.00	25.00
CK	09/28/2020	117335	Frontier Office Phone & DSL Service	241.10	241.10
CK	09/28/2020	117336	Steve Rinke Clothes Washer Rebate	25.00	25.00
CK	09/29/2020	117337	TOM FRISCH T Frisch - Board Check	256.90	256.90
CK	09/29/2020	117338	Russell Armstrong R Armstrong - Board Check	658.48	658.48
CK	09/29/2020	117339	Michael Marks Board Check	681.36	681.36
CK	09/29/2020	117340	Alan Veflin A Veflin - Board Check	284.50	284.50
CK	09/29/2020	117341	Douglas Diekmann D Diekmann - Board Check	258.63	258.63
CK	09/29/2020	117342	Mark Pearson M Pearson - Board Check	267.25	267.25
CK	09/29/2020	117343	Pat Homan P Homan - Board Check	273.00	273.00
CK	09/29/2020	117344	Terry Monson T Monson - Board Check	301.18	301.18
CK	09/30/2020	Payroll Batch # PR000980		31,416.10	
WT	09/30/2020	8801637	USDA, Rural Util. Service FFB & RUS Pmt	141,195.92	141,195.92
Total				\$517,991.17	

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, 9, 1) to Date(2020, 9, 30)) AND ({CMDoc.BankAcctID} in ['1']))

Last Modified: 10/16/2020

General Manager's Report
Joel Janorschke
October 27, 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 Krolkowski.
 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.
- 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.
- c. Basin Statement of Operations
 - i. Basin Electric:
 1. Reported an after-tax margin of \$8.8 million for September compared to the budgeted after-tax margin of \$13.5 million. Basin has a YTD after-tax margin of \$116.1 million compared to a budgeted after-tax margin of \$94.8 million through August.
 - ii. Dakota Gasification Company (DGC):
 1. Reported an after-tax loss of \$17.7 million for September compared to a budgeted after-tax loss of \$7.7 million. DGC has a reported Year-To-Date (YTD) after-tax loss of \$89.5 million compared to a budgeted YTD after-tax loss of \$31.4 million through August.
 - iii. Basin Electric Consolidated

1. Reported a Consolidated Net margin of \$3 million for September compared to the budget amount of \$12.2 million. Reported YTD margin of \$116.8 million compared to a budgeted margin of \$94 million through September.
- iv. MN Fixed Members
 1. Continue Discussion
 2. Written Proposal to Members by late September
 3. October Board Action – Fixing Member notification to GRE
- v. Annual Meeting – Virtual – Wednesday, November 4, 2020
 1. Annual Meeting from 8:30 am – 11:30 am, Central time; Live Stream
 2. Members Only Meeting from 1:00 pm – 4:00 pm, Central time; Restricted access to CEO/GM.

B. East River Electric Update

- a. Class D Members
 - i. The managers from Agralite, Meeker, Redwood, South Central, Federated, and Crow Wing met with East River, Basin, and L&O to discuss the load associated with the retirement of the Great River Energy Coal Creek Station. The cooperatives are still waiting for additional information from GRE before coming to a decision.
- b. New NEPA (National Environmental Policy Act) take affect
 - i. Effective September 14, 2020, the NEPA changes will ease the requirements that federal agencies follow and shorten deadlines to study environmental impacts of permitted infrastructure like large transmission lines, power plants and pipelines.
- c. Basin Battery Rate
 - i. Trial rate from 2020-2023
 - ii. Integrate into member LM program
 - iii. Intended to reduce demand, not energy sales
 - iv. ER contacted NextEra, Invenergy, and Convergent Energy
 - v. 150 kW Pool together and locate at three designated sites

C. REED (Rural Electric Economic Development)

- a. On September 29, 2020, the REED Board reviewed and approved the loan for:
 - i. Fieber Van's Implement, Inc., Goodwin, SD; The approval of \$46,750 is for the startup of a full-service farm dealership. Fieber Implement is in the service territory of Codington Clark Electric
 - ii. Cadex Genomics, Corp., Dell Rapids, SD; The approval of \$500,000 is to finance working capital and startup costs for a customer service center. Cadex Genomics, Corp. is in the service territory of Sioux Valley Energy.

D. NRECA Update

- a. NRECA, along with Co-ops, continues to push Congress to pass RUS debt relief in the next COVID-19 stimulus package.
 - i. Flexible Financing for Rural America Act (S. 4152, H.R. 7483)
 1. Congressional support currently:
 - a. 100 House co-sponsors and 20 in the Senate
 - b. Bill Includes:
 - i. RUS and FFB Repricing Bill introduced
 - ii. Adjustment of interest rate without penalty
 - iii. Loan adjusted to Treasury rate closely matched to remaining term on loan

- iv. Six months to request a rate change
 - v. Total RUS Electric program debt: \$43 billion
 - vi. Estimated savings: \$10 billion
 - vii. East River would save about \$3.5 million per year if they were able to refinance at today's low interest rates and avoid a prepayment penalty.
- ii. Senate Republicans introduced the Health, Economic Assistance, Liability Protection, and Schools (HEALS) Act.
 - 1. \$1 trillion in new spending
 - 2. \$1,200 stimulus (income-based)
 - 3. \$500/dependent
 - 4. \$190 billion more in PPP and allows for 2nd loan
 - 5. Liability Shield for Schools, Businesses, and Hospitals
 - 6. No direct-ethanol relief
- iii. House Democrats Passed the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act.
 - 1. Passed House on October 1, 2020.
 - 2. \$2.2 trillion in new spending
 - 3. \$1,200 stimulus (income-based)
 - 4. \$500/dependent (
 - 5. \$30 billion more in PPE and allows for 2nd loan.
 - 6. Does not address liability concerns
 - 7. 45-cent per gallon payment (based on production)
- iv. Regional 5 & 6 Meeting
 - 1. Jim Matheson, NRECA CEO
 - 2. Curtis Wynn, NRECA President and North Carolina Director
 - 3. Sheldon Petersen, CFC CEO
 - 4. General Colin Powell

E. Minnesota Update

a. MREA

- i. Meeting with Governor Walz on October 5th. (ZOOM)
 - 1. Topics discussed:
 - a. Gov. Walz discussed session priorities and pandemic response.
 - b. Co-ops discussed our priorities of:
 - i. ECO/Load Control Receivers
 - ii. Broadband Easements/Funding
 - iii. Energy Transition
 - iv. Continued Collaboration
- ii. Meeting with Senator Klobuchar on October 27, 2020. (ZOOM)

b. Legislation

- i. On October 12, 2020, Governor Walz has extended the COVID-19 Peacetime emergency through November 12, 2020.
 - 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. On October 15, 2020, MN Senate passed a \$1.9 billion bonding bill
 - 1. The major infrastructure spending categories include:
 - a. U of M: \$75 million
 - b. MnSCU System: \$90 million
 - c. Natural Resources: \$104 million
 - d. Public Safety: \$50 million
 - e. Miscellaneous Transportation: \$324 million
 - f. Trunk Highways: \$300 million
 - g. Econ Development: \$159 million
 - h. Public Facilities: \$269 million
 - i. Among these projects include:
 - i. \$13 million for the Minnesota Zoo. Along with small repairs, the zoo has designs to turn the once iconic monorail into a platform-topped walking path.
 - ii. \$327 million will go toward a list of transportation projects across the state, including highways, road redesigns, airport improvements and rail crossing safety.
 - iii. \$55 million will help build bus rapid transit lanes between Minneapolis and St. Paul and between Brooklyn Center and Bloomington.
 - iv. \$29.5 million will help the state build a new state emergency operations center.
 - v. Minnesota DNR will get more than \$100 million for park improvements.
 - vi. City of Duluth will receive \$13 million to renovate the Lake Superior seawall, including a full lakefront redesign.
 - vii. University of Minnesota will get \$75 million, including renovations to its child development building and its chemistry building, both of which the university says is outdated.

F. SDREA Update

- a. SDREA
 - i. Will determine their Annual Meeting plans at November's Board meeting
- b. Legislation
 - i. On October 5, 2020, a special session was to determine how the \$1.25 billion in federal coronavirus relief funds (CARES Act) are spent.
 - 1. \$200 million will go to counties and municipalities to cover pandemic-related expenses.
 - 2. \$500 million for grant programs to aid small businesses and community-based health care providers.
 - 3. \$300 million will be split between schools, public safety and public health and the unemployment insurance program.
 - 4. \$250 million yet to decide.

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. The Claims Adjuster has requested additional information, such as our easements and year of poles. The Claims Adjuster did notify Dale on 9/18 that he and Troy from the Watershed District completed their onsite visit.
- b. Member-owned security lights
- c. Cooperative Current and Future Needs
- d. Email Security
- e. Eric Rikimoto
 - i. City requires to maintain 3' feet from property line
 - ii. Would like a 6" inch variance to be 2'-6" from property line.
- f. Briggs & Stratton Generators
 - i. Chapter 11 Bankruptcy is finalized
 - ii. Sold to KPS Capital Partners, LP
 - iii. History
 - 1. For the past 10 years they received complaints from companies for selling of their motors to other companies they were competing against.
 - 2. Now will focus on motors, generators, and new technologies (rechargeable batteries and home storage batteries).



Minnesota Rural Electric Association

11640 73rd Avenue N | Maple Grove, MN 55369 | p: 763-424-1020 | f: 763-424-5820 | www.mrea.org

October 2020 MREA Board of Directors Meeting

The Board of Directors of the Minnesota Rural Electric Association met on October 20 - 21 at the Holiday Inn Maple Grove. These notes highlight areas of interest from the recent meeting of the MREA Board of Directors. It is shared for informational purposes and is not an officially approved record of the meeting. Feel free to distribute to anyone that may be interested.

Attendance:

- Wes Waller, Chair, District 2
- Jerry Tvedt, District 4
- Ron Stevens, Secretary, District 5
- Stacy Miller, District 7 (phone)
- Rick Coe, VC District 1 (phone)
- James Connelly, Director, District 4 (phone)
- Sandy Ludeman, Director, District 5
- Jeff Nornes, Director, District 1
- Warren Rau, Treasurer, District 3
- Ron Schwartau, Director, District 5 (phone)
- Tim Velde, Director, District 3
- John Wells, Director, District 6
- Barb Welty, Director, District 2 (phone)
- Darrick Moe, CEO, MREA
- Krista Benjamin, Director, MREA
- Lidia Dilley Jacobson, Director, MREA
- Melissa Stachovich, Director, MREA
- Jenny Glumack, Manager, Legislative Affairs
- Carol Hendricks, Exec. Coordinator, MREA

New director orientation was held for Jeff Nornes prior to the board meeting.

Education & Communication Report: Director Krista Benjamin provided updates on the social media work that MREA has been engaged in, which has resulted in increases in the number of people connecting with MREA's sites. She provided updates on MREA's education events calendar for the rest of 2020, most of which will be conducted virtually.

NRECA's 2021 Youth Tour was discussed. NRECA is considering options for this event. MREA has decided it is not practical to plan to bring students to Washington DC to participate in an in-person youth tour in the summer of 2021. MREA will continue to engage with NRECA as they work on this event and consider virtual options, and will be investigating potential options for doing something as an alternative with our membership.

Feedback from the membership for the 2020 Annual Meeting/Energy Issues Summit (EIS) was shared and discussed. The format of the 2021 MREA Annual Meeting was discussed, which is scheduled for early March. The board agreed it should be offered both in person and virtually. It will be at the Intercontinental Hotel, which is already under contract for this event. Krista has also received proposals from three locations for the 2021 EIS, and asked for input from the board on those options.

Krista provided an overview of other ongoing strategic communications work and upcoming organizational next steps in this area.

Finance & Administration Report: Director Melissa Stachovich presented an overview of the MREA 2020 financial statements to date. Both revenue and expenses have been substantially under budget, due primarily to COVID impacts. We have not had any feedback on the 2021

MREA budget proposal, which went out to the membership in September for review and comment.

Board and staff will be participating in diversity and inclusion training, to be rolled out virtually in the next few weeks.

Government Affairs Report: Director Joyce Peppin provided an update on REPAC activities including the two fundraisers that MREA staff hosted for key state Senators in the last few months. MREA has organized two meetings between Governor Walz and the cooperative CEOs since the beginning of the pandemic. Joyce provided an overview of the special session dynamics as well as a recent discussion MREA held with the Minnesota's Acting Commissioner of Commerce.

MREA has been working with key stakeholders and legislators from both parties toward a commitment to pass the Energy Conservation and Optimization (ECO) Act in its current form in the 2021 legislative session. An update was also provided on recent activities related to the load control receiver and broadband easement topics.

Joyce provided an update on recent activities related to service disconnects during the pandemic. A new program, the COVID-19 Housing Assistance Program (CHAP), administered by the state Department of Housing, is available through the end of the year to help consumers pay their utility bills. Joyce recently held a call with member CEOs about this program and other topics. MREA developed a sample article to include in member's newsletters to inform member-owners about this program, which has been sent to the membership.

The state Department of Revenue (DOR) continues to request street light and meter information from cooperatives, for property in unincorporated (rural) areas. MREA continues to believe DOR has no authority to require this information.

Safety & Loss Control Report: Director Lidia Dilley-Jacobson discussed the ongoing challenges of providing safety training during the pandemic. Various options that accommodate social distancing and other restrictions at each cooperative are being provided, which has allowed MREA to continue to provide safety training. The line-worker conference in January has been canceled, due to COVID impacts and member feedback. The Safety and Loss Control conference in December will be held virtually and in person.

There is one on-site RESAP review to complete yet this year, at McLeod on October 22nd.

CEO's Report: CEO Darrick Moe provided an update on the status of the strengthen MREA advocacy and strategic communications issues. A document defining fourteen specific deliverables was developed in 2019 as this effort was initiated; it was reviewed with status updates (see attached). Darrick provided updated on organizational next steps regarding the two open positions MREA currently has and MREA's plans regarding continuing to carry out our other priorities while also making further progress on the strengthen MREA efforts (see attached).

Darrick provided a brief update on Federal issues, including RUS re-financing and a virtual meeting that has been scheduled with Senator Klobuchar, to occur October 27th at 11:00 am.

It was decided the District 1 meeting, to be held January 22, 2021, will be done virtually.

MREA Resolutions Committee: The board appointed members to the MREA Resolutions Committee, which will meet at MREA's building on Jan 18th. Provisions will be made for those wishing to attend virtually.

Dec MREA Board Meeting: The next MREA board meeting, scheduled for December 15 – 16, will be held in person with social distancing and with call in available for Directors preferring to participate remotely.

NRECA Regional Meeting: The Director that attended the recent NRECA virtual regional meeting provided an update on highlights from the meeting.

NRECA Update: Tim Velde provided an update on NRECA activities. An appointment was made to have an MREA representative at the 2021 (virtual) NRECA annual meeting.

District Reports: Directors gave individual reports highlighting topics of interest from within their districts.

October 21, 2020

Attachment - MREA Staffing Plans

MREA currently has two vacant positions in the Education & Communication department. We are continuing to offer a full range of events with both virtual and in person options to serve the membership during the ongoing pandemic. In addition to carrying out our established missions, we are in the midst of enhancing our advocacy and strategic communication efforts, as envisioned under the strengthen MREA plan. In light of current circumstances, MREA is moving forward with this organizational strategy:

1. **Director:** The Director of Education & Communication, Krista Benjamin, will increase her personal focus on continuing to develop the strategic communications aspects of the strengthen MREA plan.
2. **Event Management:** A position will be advertised soon to focus on event management, taking over work in this area historically done by Krista Benjamin and Shari Wormwood (among others). The Director will delegate much of the routine event management to provide additional time to focus on the strategic communications work noted above.
3. **Communications:** A communications position will focus on carrying out communications functions, such as writing, editing, social media duties, and other functions we have been doing and will continue to grow into under the strengthen MREA plan.
4. **Consulting:** Consulting support for communications and advocacy related efforts have been utilized as we implement the strengthen MREA plan. We will continue to utilize these resources and expertise to inform the ongoing strategic development phase.

This path forward leverages the strengths of MREA's staff, including the Director of Education & Communication, by focusing existing talents and experience on strategically guiding newly developing organizational efforts. The Director of Education & Communication is the lead on the continued development of the communications aspects of the strengthen MREA plan. The Director of Government Affairs & General Counsel is the lead on implementing the enhanced policy, regulatory, and advocacy aspects of this plan and determining the relative priority of policy issues and shaping core messages on these issues. Both Directors will collaborate across the organization and with the membership as we continue to build these enhanced organizational capabilities.

Sincerely,



Darrick Moe
President & CEO
Minnesota Rural Electric Association

Attachment - Strengthening MREA Proposal - What do we get?

Status overview September 2020

As a result of the 'Strengthen MREA' plan, MREA indicated it would focus on bringing additional value to the membership in these areas:

1. Implement a robust social media platform for MREA sharing cooperative related content across the membership to substantially enhance the overall presence of MN's cooperatives and enabling a unified voice on important issues.

Leadership Team ownership: Krista

Status: Underway. MREA has increased presence on Facebook, Twitter, and LinkedIn and started to build followers. Social media has been used as a tool to enhance our communications for a few policy priorities with our first paid campaign. Next steps include further strategic coordination for prioritizing policy areas of focus and integrating this focus across cooperative members. Currently working on a project that will result in 10 – 30 second social media vignettes and branded videos for member use. To feed into the broader strategic communication plan, ARCMedia and MREA are meeting in September to strategize on content for 2021.

2. Implement a grassroots advocacy technology platform allowing cooperative users across the state to easily contact their elected officials electronically in a unified fashion about priority items.

Leadership Team ownership: Joyce

Status: Complete. VoterVoice has been implemented and utilized in several instances. Next steps include getting more members to utilize it.

3. Represent the interest of our members at more energy policy venues/meetings/events and keeping members informed regarding developments.

Leadership Team ownership: Joyce

Status: Some progress. MREA has increased its level of attendance and participation in these events some. This has been hampered by COVID and will require continued prioritization to make time available.

4. Facilitate enhanced engagement by our members at more energy policy venues by providing additional written communications tools and connecting members with opportunities.

Leadership Team ownership: Darrick

Status: Idea initiated. A document summarizing how a Cooperative Ambassador program could be developed to connect particular cooperative people with various activities has been developed. It has been discussed at MREA with board and staff, and a few CEOs. It needs to be further refined and shared, and the program initiated, which is targeted for 2021.

5. Develop proactive communications materials for MREA and our members providing a MN-wide (across G&Ts) summary of what MN cooperatives are accomplishing to reduce carbon.

Leadership Team ownership: Darrick

Status: Underway. A team of G&T representatives have met twice to get this project started. The initial agreed upon goal is to develop talking points to use with new state legislators or candidates for the 2020 elections.

6. Enhance cooperative participation in energy policy setting activities including in various regulatory environments. Priorities in this area are continually changing, but some examples of areas we anticipate MREA will be more proactive in include:
 - CIP related regulatory processes such as ongoing DOC process related to fuel switching.
 - Net metering/DER issues such as analyzing various approaches to the size-to-load challenge and participation with stakeholder groups to fortify cooperative's position in dealing with DERs.
 - Open access data standards for meter related data, pursued at the PUC and legislature
 - Electric vehicle related activities, which include PUC related dockets, rate design issues, and potential related legislative alternatives.

Leadership Team ownership: Joyce

Status: Underway. A varying level of activity is occurring in each of the four areas identified above (from the initial document) as well as numerous other areas that have come up. Dan Lipschultz has joined the MREA team (under contract. Joyce and Dan have significantly ramped up MREA's role in addressing energy policy in various regulatory environments on behalf of our membership. Enhanced coordination with the Administration has occurred, particularly regarding pandemic related issues. This area of workload continues to ramp up and is expected to for the foreseeable future.

7. Provide quarterly articles on timely energy policy topics for use across the state by cooperatives with their local press and/or in their own member-owner newsletters.
Leadership Team ownership: Krista

Status: Complete, ongoing. In response to feedback from the ASMAC, and our own internal observations, making changes to MREA's member communications to streamline and enhance our efforts.

8. Assist members by facilitating relationship building and coordinating between cooperatives and their local press, when requested.
Leadership Team ownership: Krista

Status: Some progress, mainly focused on providing more communications pieces (articles) to be used by member cooperatives in bringing issues to their local press (i.e. ECO Act, RUS repricing).

9. Facilitate cooperative response to statewide energy policy related traditional press (print and radio) by building stronger relationships with key statewide media outlets, being more proactive in offering perspectives on energy topics to these outlets and becoming a more effective clearinghouse connecting cooperative spokespeople from around the state with the media.

Leadership Team ownership: Joyce

Status: Underway, with more discussions between Joyce and other MREA staff and these organizations, but with substantial work over time to yet be done.

10. Initiate new advisory groups to get ongoing input from members in the areas of government affairs and strategic communications.

Leadership Team ownership: Joyce and Krista respectively.

Status: Complete. These two groups (GAAC and ASMAC) have both been initiated and will continue to develop.

11. Modernize the MREA website and *MREA Report* to provide more effective communications between MREA and our members.

Leadership Team ownership: Krista

Status: Complete as envisioned, with ongoing need for continual improvement.

12. Integrate modernized IT communications tools into MREA's major events.

Leadership Team ownership: Krista

Status: Largely complete, with examples to build on having been deployed in all major events and an ongoing need for continual improvement. Exploring platforms other than Zoom for virtual meetings and a membership app to replace Social Link.

13. Work with consulting firm(s) to conduct research, guided by the membership, to determine if a paid strategic image and communications campaign to enhance the public perception of cooperatives and the work within the state's communities would be beneficial.

Leadership Team ownership: Krista

Status: Not much progress. More progress is desired on other aspects prior to tackling this, in conjunction with new strategic Communications advisory group.

14. Synthesize strategic communications planning into an updated MREA communications plan document and make available to the membership.

Leadership Team ownership: Krista

Status: Underway. The ASMAC group kicked off in June and will have its second meeting next week. Three sub-groups are working on developing a communication plan, personas and exploring options/solutions for MREA to share more news. The ASMAC communication plan, and other components underway, will feed into a broader strategic communication plan, which will be shared with the MREA board and the membership in December.

October 27, 2020 board meeting Office Manager's Report:

1. Accounts Receivable balances as of 10/6/20:

- a) Current (September 30 statement) \$779,306.38
- b) 1-30 Days (August 31 statement) \$24,738.68
- c) 31-60 Days (July 31 statement) \$5,044.46
- d) 61-90 Days (June 30 statement) \$201.06
- e) Older than 91 days - \$12,376.52
- f) 47 disconnect notices were issued for October resulting in 0 disconnects. One account in SD remains disconnected from May with no contact from them.

2. New Members Connected:

- a) Sisters of Enterprise
- b) Jared A. Waletich
- c) Thomas Davids
- d) Justin Tritz
- e) Joan Spindler

3. Office response to COVID-19.

- a) No changes to procedures over the past month. We continue to follow guidelines.
- b) No employee has tested positive for COVID-19.

4. Office staff returned to 8:00 AM-4:30 PM office hours on October 1.

5. New statement design effective with October 31st statements. Sample on following page.

6. Director vacancy notification letters sent to members of District 3

7. Notes to financial reports:

- o We ended September with a total margin of \$52,244.38 and a 2020 YTD margin of \$462,274.14. At this time in 2019, our YTD margin was \$297,197.70.
- o You will see that our East River COVID credit in September was \$12,740.05 for a total of \$62,408.30 in power bill cost reduction in 2020. This was the final COVID reduction credit we will receive.
- o *Just a footnote: We have a little over \$3.22 million invested in short-term investments with CFC. (Line 18 of Balance Sheet). This is used to pay monthly power bills, fund construction and work plan projects, capital equipment purchases, etc. At maturity, the funds are either deposited back in to our general fund or we roll them over and reinvest for another term. The terms of the investments we utilize are anywhere from 30 days to 6 months to a year depending on what our cash needs are projected to be.*



P.O. Box 66
Wheaton, MN 56296
Telephone (320) 563-8616
Toll Free 1-800-927-5443

To View & Pay Your Bill Online Visit
www.traverseelectric.com
Office Hours: Monday-Friday
Oct 1-April 30 8:00-4:30 May 1-Sept. 30 7:00-3:30

Account Number	Statement Date	Due Date	Amount Due	Notes
99999	09/30/2020	10/15/2020	\$398.06	Paid By Bank

Important News

HEATING SEASON IS UPON US. IF YOU HAVE ELECTRIC HEAT AND A SUB METER TO KEEP TRACK OF HEATING KWHS, MAKE SURE POWER IS ON TO THE SUB METER.

Payment Drafted on October 15, 2020

Current Charges Summary

Previous Balance	\$485.14
Payments - Thank You	(\$485.14)
Current Charges	\$398.06
Amount Due	\$398.06

Usage History	Service/Rate Description	Previous Reading	Current Reading	Multiplier	Days/Usage	Charges
Meter # CT-99999 						
ELECTRIC						
Meter # CT-99999		08/31/2020	09/30/2020		30 Days	
Sub Meter Charge						3.00
Kwh L/M Mtr @ .0550		82	90	20	160	8.80
ELECTRIC						
Meter # 11111		08/31/2020	09/30/2020		30 Days	
Monthly Base Charge						40.00
Kwh Main Mtr @ .1075		37367	40547		3180	324.65
Water Heater Credit(S)						-4.00
Tax						25.61
Total For Location: 1234 999TH ST						398.06

Please return this portion with your payment. THANK YOU.

P.O. Box 66
Wheaton, MN 56296
Telephone (320) 563-8616
Toll Free 1-800-927-5443

Account Number	99999	Due Date	10/15/2020
Statement Date	09/30/2020	Amount Due	\$398.06
Notes	Paid By Bank		



TEC MEMBER
1234 999TH ST
WHEATON, MN 56296

To view and pay your bill online, visit www.traverseelectric.com





Traverse Electric Cooperative, Inc

DISTRICT 3 BOARD VACANCY NOTIFICATION

October 1, 2020

Dear Member of District 3:

This is official notification of a vacancy on our board of directors to represent District 3, previously held by Karen Kath. The board of directors, at their September board meeting, directed me to notify all members of District 3 of the board vacancy to seek members who are interested in serving on our board of directors. If there are multiple members interested, they will be placed on a ballot and voted on by all members of District 3 by mail. The person receiving the most votes will serve on the board to complete the three-year term, which will expire in March 2022. Upon completion of the term, the District 3 director will follow the normal nomination and election process according to our bylaws.

Our board meetings are held on the last Tuesday of each month at Traverse Electric in Wheaton beginning at either 8 AM or 9 AM and usually last between 2-4 hours depending on the meeting agenda. A per diem and mileage are paid for attending the monthly board meetings and other approved trainings, or statewide and national meetings.

Per our bylaws, directors have to meet certain qualifications to be a director. On the back side, please find the director qualifications section as printed in the bylaws. For a complete copy of our bylaws please visit our website at www.traverseelectric.com or you can request a complete copy by calling our office.

If you are interested in completing the remaining term for District 3 on our board of directors, or have any questions regarding the qualifications or duties of a director, please contact General Manager, Joel Janorschke, at 320-304-1392 (cell) or 320-563-1055 (direct). The deadline to submit your name for consideration is October 20.

Cooperatively yours,

Joel Janorschke
General Manager

1618 Broadway
P.O. Box 66
Wheaton, MN 56296



A Touchstone Energy[®] Cooperative
The power of human connections[™]

Telephone	320-563-8616
Telephone	800-927-5443
Fax	320-563-4863

www.traverseelectric.com

**This institution is an equal opportunity provider and employer.*



Traverse Electric Cooperative, Inc

Section 5. Qualifications. No person shall be eligible to become or remain a director of the Cooperative who:

- (a) is not a bona fide member of the Cooperative receiving electric service from the Cooperative in the district that the director represents or would represent if elected;
- (b) is not a bona fide resident of the district from which he or she is elected or for which he or she is a candidate; (bona fide resident shall be defined as occupying and continuously and materially purchasing electric service at a location within any director district from which the director is elected or for which he or she is a candidate for at least nine (9) months each calendar year);
- (c) is in any way employed by or substantially financially interested in an enterprise substantially competing with the Cooperative or any Cooperative-affiliated business;
- (d) within five (5) years preceding a director candidate's nomination was or during service on the Board of Directors is adjudged to be guilty of a felony;
- (e) within five (5) years preceding a director candidate's nomination was a full-time employee of the Cooperative;
- (f) within five (5) years preceding a director candidate's nomination was an employee of a statewide association of electric cooperatives, an electric generation and transmission cooperative, or any other entity in which an electric cooperative is a member.
- (g) within five (5) years preceding a director candidate's nomination or during his or her term if elected was or becomes employed by a labor union which represents, has represented or has endeavored to represent any employee of the cooperative;
- (h) is a close relative of an incumbent who is not up for reelection at that time;
- (i) is a close relative of an employee of the Cooperative;
- (j) is or becomes the full-time employee or agent or, who is or becomes the full-time employer or principal of, another director;
- (k) does not have the capacity to enter legally binding contracts;
- (l) is absent from three or more regular meetings ("Unexcused Absences") of the Board of Directors during any consecutive twelve-month period, unless excused for good cause (an "Excused Absence") by the Board. If a director participates in more than one regular meeting during any consecutive twelve-month period by electronic communication, that director shall be considered absent from that meeting for purposes of determining the number of the director's Unexcused Absences, unless the attendance by electronic communication is approved for good cause by the Board.

A "close relative" as used in these Bylaws is a person who:

- a. is by blood, law, or marriage (including half, step, foster, and adoptive relations) a child, grandchild, parent, grandparent, or sibling); or
- b. is a spouse or resides in the same residence.

With regard to the provisions in Paragraphs (h) and (i) above, no incumbent director shall lose eligibility to remain a director or to be reelected a director if, during a director's incumbency, a director becomes a first kindred relative of another director or of a Cooperative employee because of a marriage or an adoption to which the director was not a party.

After the Board of Directors determines that a director or nominee for director lacks eligibility under the provisions of this Section or as may be provided elsewhere in these Bylaws, it shall be the duty of the Board to promptly make a disqualification. After the Board of Directors determines that any director nominee or any existing director lacks eligibility under this Section, it shall be the duty of the Board to withhold such position from such director nominee or to cause a director to be removed from the Board of Directors, as the case may be.

Notwithstanding anything contained in this Section, failure to comply with any of the provisions of this Section shall not affect in any manner whatsoever the validity of any election of directors or any action taken by them.

A former director is ineligible to become an employee of the Cooperative for five (5) years following termination of the director's service on the Board of Directors.

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USDA - RUS FINANCIAL AND STATISTICAL REPORT			BORROWER DESIGNATION MN 84 Traverse PERIOD ENDED September 2020		
INSTRUCTIONS - See RUS Bulletin 1717B-2					
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	32	37	5. Miles Transmission		
2. Services Retired	6	14	6. Miles Distribution- Overhead	1,168	1,166
3. Total Services in Place	3,205	3,240	7. Miles Distribution- Underground	538	566
4. Idle Services (Exclude Seasonal)	0	0	8. Total Miles Energized (5 + 6 + 7)	1,706	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	5,393	196,065
2. kWh Purchased	8,431,780	86,724,433	7. Total Unaccounted For (4 Less 5 & 6)	424,843	3,948,447
3. Interchange kWh - Net			8. Percent System Loss (7/4) x 100	5	5
4. Total kWh (1 thru 3)	8,431,780	86,724,433	9. Maximum Demand (kW)	13,238	
5. Total kWh Sold	8,001,544	82,579,921	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	2,573	2,634,050	375,209		2,561	38,851,984	4,554,442
2. Seasonal Sales	405	144,784	32,220		401	1,718,809	319,507
3. Irrigation Sales	12	320	1,227		12	236,977	29,428
4. Comm - 50 kVA or less	8	23,931	3,248		4	115,002	15,996
5. Comm - over 50 kVA	106	720,180	73,391		108	8,851,945	884,743
6. Kinder Morgan	1	244,370	24,159		1	2,783,860	235,067
7. Veblen Dairy	1	1,631,759	117,074		1	13,534,200	994,020
8. WDCE - Graceville Loc	1	244,000	23,165		1	1,370,000	118,976
9. Dollymount Dairy	2	588,000	41,454		2	4,848,533	339,797
10. Campbell Dairy	2	746,250	56,781		2	6,295,511	478,839
11. North Ottawa Dairy	2	1,023,900	74,769		2	3,973,100	302,068
12. Total Sale of Electric	3,113	8,001,544	822,698		3,095	82,579,921	8,272,884
13. Other Elec Revenue			1,919				-17,028
14. Total (11 + 12)			824,617				8,255,856

1. $20480+2573=23053/9=2561$
2. $3204+405=3609/9=401$
3. $96+12=108/9=12$
4. $34+8=42/9=4$
5. $872+106=978/9=108$

Traverse Electric Cooperative Inc
Financial and Operating Report Electric Distribution
Statement of Operations
For the nine months ending 9/30/2020

	2019 <u>YTD Actual</u>	2020 <u>YTD Actual</u>	2020 <u>YTD Budget</u>	2020 <u>September</u>
1. Operating Revenue and Patronage Capital	7,860,694.08	8,255,855.93	8,106,315.00	824,616.81
2. Power Production Expense	0.00	0.00	0.00	0.00
3. Cost of Purchased Power	4,844,707.16	5,067,432.19	5,143,650.00	511,344.44
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	395,121.55	314,165.56	405,177.00	36,274.15
7. Distribution Expense - Maintenance	401,172.37	633,238.60	571,445.00	33,424.78
8. Customer Accounts Expense	132,318.80	146,695.48	136,502.00	16,912.44
9. Customer Service and Informational Expense	50,301.32	58,972.09	75,421.00	5,902.53
10. Sales Expense	5,375.00	8,292.80	6,376.00	3,470.00
11. Administrative and General Expense	712,666.48	698,330.64	764,033.00	64,452.22
12. Total Operation & Main. Expense (2 thru 11)	6,541,662.68	6,927,127.36	7,102,604.00	671,780.56
13. Depreciation and Amortization Expense	724,957.34	562,665.57	604,015.00	62,083.25
14. Tax Expense - Property & Gross Receipts	0.00	0.00	0.00	0.00
15. Tax Expense - Other	349.83	534.08	0.00	0.00
16. Interest on Long-Term Debt	475,463.76	347,607.45	345,864.41	37,622.00
17. Interest Charged to Construction - Credit	0.00	0.00	0.00	0.00
18. Interest Expense - Other	496.32	433.68	420.00	12.28
19. Other Deductions	0.00	0.00	0.00	0.00
20. Total Cost of Electric Service (12 thru 19)	7,742,929.93	7,838,368.14	8,052,903.41	771,498.09
21. Patronage Capital & Operating Margins (1 - 20)	117,764.15	417,487.79	53,411.59	53,118.72
22. Non Operating Margins - Interest	183,939.31	41,863.57	67,500.00	1,588.19
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	(25,766.32)	(16,198.45)	14,540.00	(5,668.25)
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	3,205.72
28. Extraordinary Items	0.00	0.00	0.00	0.00
29. Patronage Capital or Margins (21 thru 28)	297,197.70	462,274.14	157,451.59	52,244.38

Income Statement Analysis Ratios

For the nine months ending 9/30/2020

$$\begin{aligned}\text{Times Interest Ratio} &= 2 \text{ to } 1 \\ &= \text{Line 29} + \text{Line 16} / \text{Line 16} \\ &= \frac{462,274.14 + 347,607.45}{347,607.45}\end{aligned}$$

$$\begin{aligned}\text{Modified Times Interest Earned Ratio} &= 2 \text{ to } 1 \\ &= \text{Line 29} - \text{Line 26} - \text{Line 27} - \text{Line 28} + \text{Line 16} / \text{Line 16} \\ &= \frac{462,274.14 - 0.00 - 19,121.23 - 0.00 + 347,607.45}{347,607.45}\end{aligned}$$

$$\begin{aligned}\text{Operating Times Interest Earned Ratio} &= 2 \text{ to } 1 \\ &= \text{Line 21} + \text{Line 16} / \text{Line 16} \\ &= \frac{417,487.79 + 347,607.45}{347,607.45}\end{aligned}$$

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

For the period ending 09/30/2020

	-----2020-----		-----2019-----	
	September <u>Activity</u>	September <u>Balance</u>	September <u>Activity</u>	September <u>Balance</u>
<u>Assets and Other Debits</u>				
1. Total Utility Plant in Service	(83,613.56)	25,975,908.39	19,329.84	25,582,815.32
2. Construction Work in Progress	(77,808.36)	260,590.74	(69,978.96)	2,320,450.30
3. Total Utility Plant (1+2)	(161,421.92)	26,236,499.13	(50,649.12)	27,903,265.62
4. Accum. Provision for Depreciation and Amort	203,143.88	(10,436,117.21)	(74,418.47)	(11,380,275.04)
5. Net Utility Plant (3-4)	41,721.96	15,800,381.92	(125,067.59)	16,522,990.58
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	776.34	5,775,422.47	955.17	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	358.00	284,512.08	314.00	283,583.05
11. Investments in Economic Development Projects	0.00	0.00	0.00	0.00
12. Other Investments	(182.79)	58,050.32	(1,577.75)	69,314.64
13. Special Funds	0.00	0.00	0.00	0.00
14. Total Other Property & Investments(6 thru 13)	951.55	6,146,903.44	(308.58)	5,959,439.75
15. Cash-General Funds	(1,928,813.81)	607,934.63	(180,290.94)	350,591.41
16. Cash-Construction Funds-Trustee	0.00	1.00	0.00	1.00
17. Special Deposits	0.00	0.00	0.00	1,000.00
18. Temporary Investments	1,820,216.24	3,220,326.62	(58,366.81)	2,737,992.26
19. Notes Receivable - Net	(2,634.50)	208,125.50	0.00	0.00
20. Accounts Receivable - Sales of Energy (Net)	(81,818.18)	834,288.49	(92,164.59)	755,290.77
21. Accounts Receivable - Other (Net)	(15,715.57)	17,333.99	(5,282.04)	4,161.41
22. Renewable Energy Credits	0.00	0.00	0.00	0.00
23. Materials & Supplies - Electric and Other	(45,420.01)	366,747.81	(19,661.98)	439,862.15
24. Prepayments	(10,178.49)	54,453.54	(8,918.69)	49,985.94
25. Other Current & Accrued Assets	1,213.64	6,060.68	6,099.71	16,095.45
26. Total Current & Accrued Assets (15 thru 25)	(263,150.68)	5,315,272.26	(358,585.34)	4,354,980.39
27. Regulatory Assets	0.00	0.00	0.00	0.00
28. Other Deferred Debits	(5,397.89)	140,416.75	(4,336.39)	205,191.43
29. Total Assets & Other Debits (5+14+26 thru 28)	(225,875.06)	27,402,974.37	(488,297.90)	27,042,602.15
<u>Liabilities and Other Credits</u>				
30. Memberships	0.00	0.00	0.00	0.00
31. Patronage Capital	(7,538.80)	13,071,588.86	(9,405.75)	12,378,850.05
32. Operating Margins - Prior Years	0.00	0.00	0.00	0.00
33. Operating Margins - Current Year	53,118.72	417,487.79	4,773.51	117,764.15
34. Non Operating Margins	(874.34)	44,788.36	12,410.15	179,435.56
35. Other Margins and Equities	2,534.46	491,891.02	3,848.15	455,818.70
36. Total Margins & Equities (30 thru 35)	47,240.04	14,025,756.03	11,626.06	13,131,868.46
37. Long-Term Debt RUS (Net)	(15,656.21)	4,352,942.17	(16,320.80)	5,064,029.19
38. Long-Term Debt - FFB - RUS Guaranteed	(49,120.95)	7,595,148.47	(67,786.34)	9,745,755.12
39. Long Term Debt - Other - RUS Guaranteed	0.00	0.00	(21,612.20)	198,349.42
40. Long-Term Debt - Other (Net)	0.00	580,765.41	0.00	615,894.56
41. Long-Term Debt - RUS - Econ. Devel. (Net)	0.00	0.00	0.00	0.00
42. Payments - Unapplied	0.00	0.00	23,439.72	(2,499,544.85)
43. Total Long-Term Debt (37 thru 41-42)	(64,777.16)	12,528,856.05	(82,279.62)	13,124,483.44
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	(175,598.73)	620,426.28	(367,974.53)	563,867.50
49. Consumer Deposits	400.00	13,900.00	(200.00)	13,150.00
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	(33,139.21)	189,334.78	(49,469.81)	188,132.52
54. Total Current & Accrued Liab (47 thru 53)	(208,337.94)	823,661.06	(417,644.34)	765,150.02
55. Regulatory Liabilities	0.00	0.00	0.00	0.00
56. Other Deferred Credits	0.00	24,701.23	0.00	21,100.23
57. Total Liab & Other Credits(36+43+46+54 thru 56)	(225,875.06)	27,402,974.37	(488,297.90)	27,042,602.15

Balance Sheet Analysis Ratios

For the period ending 09/30/2020

Equity as a Percent of Assets = 51.18 %

= Line 36 / Line 29

$$= \frac{14,025,756.03}{27,402,974.37}$$

General Funds as a Percent of Total Utility Plant = 14.8126 %

= Line 12 + Line 13 + Line 15 + Line 16 + Line 18 / Line 3

$$= \frac{58,050.32 + 0.00 + 607,934.63 + 1.00 + 3,220,326.62}{26,236,499.13}$$

Modified Equity as a Percent of Assets = 30.1074 %

= Line 36 - Line 8 / Line 29

$$= \frac{14,025,756.03 - 5,775,422.47}{27,402,974.37}$$

Current Assets to Current Liabilities Ratio = 6.4532 to 1

= Line 26 / Line 54

$$= \frac{5,315,272.26}{823,661.06}$$

Total Long-Term Debts as a Percentage of Total Utility Plant = 47.7535 %

= Line 43 / Line 3

$$= \frac{12,528,856.05}{26,236,499.13}$$

September Comparison 2020				
	19-Sep	YTD 19	YTD 20	20-Sep
Revenue	\$ 724,990.39	\$7,860,694.08	\$8,255,855.93	\$ 824,616.81
Cost of Power	\$ 447,881.39	\$4,844,707.16	\$5,067,432.19	\$ 511,344.44
Distribution Exp - Oper.	\$ 29,470.25	\$ 395,121.55	\$ 314,165.56	\$ 36,274.15
Distribution Exp. - Maint.	\$ 39,521.23	\$ 401,172.37	\$ 633,238.60	\$ 33,424.78
Interest Paid	\$ 50,353.17	\$ 475,960.08	\$ 348,041.13	\$ 37,634.28
Total Cost of Service	\$ 720,216.88	\$7,742,929.93	\$7,838,368.14	\$ 771,498.09
Margin Operation	\$ 4,773.51	\$ 117,764.15	\$ 417,487.79	\$ 53,118.72
Other Income	\$ 12,410.15	\$ 179,433.55	\$ 44,786.35	\$ (874.34)
Total Margins	\$ 17,183.66	\$ 297,197.70	\$ 462,274.14	\$ 52,244.38
Total kWh Sold	6,698,828	79,282,720	82,579,921	8,001,544
Line Loss	7%	5%	5%	5%

	YTD	September
East River COVID Credit Total	\$ 62,408.30	\$ 12,740.05
Minnesota	\$ 39,749.24	\$ 8,292.88
South Dakota	\$ 22,659.06	\$ 4,447.17

Operation Manager's Report
Dale Schwagel
October 21st 2020

A. As of October 20th 2020, crews have been busy with the following:

- Trees
- Pole change outs
- Plow 1100 ft, New transformer/service for new home
- Plow 4500 ft/road bore, cable replacement
- Transformer/service upgrade (map 8)
- Transformer/service upgrade and combine services (map 38)
- Transformer/service upgrade (map 3)
- Transformer/service upgrade, New dryer (map 2)
- Transformer/service upgrade (map 14)
- Service upgrade (map 44)
- New transformer/service, new home on Bigstone Lake
- Energized 7 new homes in Long Hollow development
- 2 more days of terminating for Big Stone Colony
- Retired 1/2 mile of overhead line/service and transformer (map 18)

B. Meter update:

- We finally got the last meter changed out on the 25th of September and have since, retired all of the equipment from all of the substations as well.

C. Federated Insurance Annual Safety & Loss Prevention Review:

- Chad Knutson was here on the 15th of October for our annual review. We go over all of our claims for the year and discuss where our Mod rate is compared to previous years. Ours has dropped a little this year, saving the coop just over \$13,000 on our prior year's premiums. We also drove through part of the system for inspections of overhead construction, underground construction, general maintenance of lines, and ROW clearing. We also visited two substations.

D. Safety:

- **MREA**
 - Safety Playbook report attached (September)
 - Safety pallet
 - Safety meeting on 10/21, voltage trouble shooting, and crew observation
- **STAR:**
 - Safety meeting and safety committee meeting 10/23. Pole top and Bucket Rescue
 - BE SAFE topics
 - Safety Newsletter

- **FEDERATED:**
 - S.A.F.E TALK
 - Near Miss report attached (October)
 - Litigation report attached (September & October)

E. Outage Reports:

- Traverse, attached
 - Update on the outage out of the Beardsley substation on Sunday 10/18/2020; we started with a terminator burning up on a 3 phase riser pole, that, caused the initial outage, from there it escalated to an OCR failing in the substation that resulted in the OCR blowing the lid off in the substation and also blowing a high side fuse. To replace a high side fuse, the sub must be completely shut down, which meant that the rest of the members fed out off this sub also experienced an outage. On Monday, the Beardsley sub needed to be back-fed and shut down, so East River could clean the insulators. While this was back-fed from the Graceville sub, we had a fuse on that blow, which also resulted in some outages.
- East River, attached

BOARD REPORT
Safety and Compliance
Traverse Electric Cooperative, Inc.
September 2020

MANAGEMENT

- ✓ Key dates for CDL drivers updated on 09/16/20
- ✓ Safety Recommendation – COVID-19 Learning Points and Extended Driver License Exemptions on 09/22/20
- ✓ Safety Committee met on 09/23/20
- ✓ Core Safety Rules, AWAIR Plan, Employee Right-to-Know Plan, Exposure Control Plan, Fire Prevention Plan, and the Disaster Plan were reviewed and updated on 09/23/20
- ✓ Internal Communication – Safety Plans Reviewed and Updated on 09/28/20

	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 – Prepare Your Home for Cold Weather	All employees	08/10/20	STAR
Cooperative Connections – Boating Safety; Call Before You Dig	Members, Public	09/20	TEC
Monthly Poster – Prepare for the Seasons Ahead	All employees	09/01/20	STAR
Safety Bulletin Board – Harvest Season Driving Tips; COVID_19 Risks	All employees	09/01/20	STAR
Bucket and Pole Top Rescue	Operations	09/23/20	STAR
CO2 Fire Extinguisher Training	Office	09/23/20	STAR
Be Safe – Reminders When Working in Sites with Restricted Space, Limited Access, and Multiple Distractions	Operations	09/28/20	STAR
Be Safe – Chainsaw Safety	All employees	09/29/20	STAR
CO2 Fire Extinguisher Training	Select employee	09/29/20	TEC

INSPECTIONS

- ✓ Monthly forklift inspection by TEC on 09/01/20
- ✓ Monthly skid steer loader inspection by TEC on 09/01/20
- ✓ Monthly fire extinguisher and first aid kit inspection by TEC on 09/01/20

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

No new events reported during this period. See table below.

- ✓ Year-to-Date Injuries: 1 (includes 1 OSHA recordables)
- ✓ Year-to-Date Damage: 2 (includes no DOT reportable)
- ✓ 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

Safety Playbook 2020

For the game of life



Date Used _____ Co-op/Company _____

Coach _____ Title _____

September 25, 2020



Let's be reminded to not take any of our safety equipment for granted. It is placed on the vehicles and worn on our bodies in all hope you will use it and take care of it. It often is your last line of defense against an injury . . . but it only works if you use the correct tool and wear the PPE . . . that guarantees you get to go home.

Safety pays!

Our 3rd quarter is almost up and time to draw for another winner of \$75 - because safety pays!

Send in your stories or pictures to Lidia, Curt, Andrew or Terry.

What happened?

From MN Co-op - Member climbed tree to cut tree limb and the tree limb got away from him and it fell onto single phase line causing a line outage. When the crew went out, they found a pole saw stuck up in the tree. After clearing the tree limb and restoring power, they talked to the member about never doing that again! Note - Our ROW planner had those trees scheduled to be trimmed in the coming weeks by our ROW contractor. The homeowner had other plans that didn't work out so well. [See Pic A]

From MN Co-op - A crew thought they had a URD cable fault. When opened up, found this! A bad elbow (the critter had chewed the elbow off!) [See Pic B and C]

From MN Co-op - The Coop had just had all the fire extinguishers in the facility and on the trucks serviced. Two weeks later, the linemen were driving down the highway in a digger truck when one of the fire extinguishers flew off the truck. The linemen didn't see it happen but later on, back at the shop, a consumer drove up and asked if they had lost a fire extinguisher because he found one on the side of the road. Sure enough, it was theirs. Thankfully it didn't hit a vehicle or a person when it fell out of its holder on the truck. This story stresses the need to check equipment mounted on the truck daily, like fire extinguishers, even if they were just serviced. All items that are on the truck and not in a bin should have some type of securement.



A



B



C


Safety suggestions

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



FEDERATED RURAL ELECTRIC
INSURANCE EXCHANGE

A reciprocal exchange managed by Federated Rural Electric Management Corp.

A Touchstone Energy[®] Cooperative 

Dear Safety Professional:

October / 2020

Federated's Near-Miss Program is designed to identify and communicate incidents and hazards experienced by cooperatives nationwide. The data collected can be used by your system to develop training programs designed to eliminate future accidents. This report is provided to you as a training tool to review with employees in an effort to eliminate future incidents.

Corrective Action is the action taken by the group reporting the incident.

Possible Corrective Action is provided as another possible action that could be taken based on the limited information available.

Task Performed

Report #1

URD Construction/Maintenance

Incident Summary

The linemen were performing some switching on an underground circuit to isolate a cabinet to be replaced. They had closed in a 2 way feed and were pulling elbows in a cabinet to create an open, in order to isolate the cabinet to be replaced. When they pulled one elbow, the fiberglass load break tip, on the probe, was broken. A small flash occurred. All PPE was being worn at the time and no injuries occurred.

Safety Equipment in Use - Yes

Job Briefing Conducted - Yes

Corrective Action Taken

It is important to replace the probe if the fiberglass tip is ever broken before plugging the elbow back in. If you don't, you leave a potential hazard for the next crew who tries to pull the elbow. Replace any defective equipment.

Share all incidents that happen.

Possible Corrective Action

N/A

Task Performed**Report #2**

Material Handling/Securing

Incident Summary

An employee was at the job site dropping off material. A fuse was thrown in and it flamed up. The employee suddenly turned around and tripped on a hole that caused him to fall.

Safety Equipment in Use - Yes**Job Briefing Conducted - No****Corrective Action Taken**

N/A

Possible Corrective Action

Conduct a proper Job Briefing before beginning all jobs. Identify and discuss all hazards, including ditches or holes that employees could fall into.

Task Performed**Report #3**

URD Restoration/Repair

Incident Summary

In response to a reported pole fire, crews were assembled and a job briefing was conducted. The crews moved into position. One truck was set up, on a pole, in order to isolate downstream conductors for crews at another pole that were going to test and ground the line for repairs to be made. The lineman began by opening the field side cutout. Then, the center phase cutout was opened without incident. It was in the effort of opening the roadside cutout that trouble arose. The load break cutout door failed to open after the first and second attempt. Then, making the third attempt the stirrup connector attaching the main line to the cutout jumper broke. The subsequent arc the went across all three phases and ground, caused a significant arc flash. The lineman was working at a safe distance, below the cutouts at full stick length, from his bucket with all proper PPE. All crews immediately stopped work to rally and reassess how to proceed.

Safety Equipment in Use - Yes**Job Briefing Conducted - Yes****Corrective Action Taken**

Wear all PPE and maintain a safe working distance when using a shot gun or finger stick.

Always be aware of possible material or equipment failure.

Possible Corrective ActionN/A

Task Performed**Report #4**

OHD Restoration/Repair

Incident Summary

Lineman was climbing a pole and a communication cable dead-end broke at the J hook. The cable fell across the road and a mail truck ran over it. The foreman tried to stop the mail truck, but the mail truck was not paying attention. After inspection, it was determined that the cable company had not properly secured the cable on the pole. The cable company used an improper attachment to hold the wire to the dead-end. Lineman was lucky he was belted above the cable going down the pole.

Safety Equipment in Use - Yes**Job Briefing Conducted - Yes****Corrective Action Taken**

In the future, look closer at attachments before climbing pole.

Routine inspections should be done for pole attachments.

Possible Corrective ActionN/A

Task Performed**Report #5**

OHD Restoration/Repair

Incident Summary

Trash truck tore down line and broke two poles. Digger was being re-positioned to remove and set the second broken pole. Another crew member was in a small bucket repairing weather head on building. When the digger was moved, the mast was not stowed and the digger mast came within inches of hitting the boom on the bucket truck. Bucket was about 15-20ft in the air with crew member inside. Digger operator did not stow the boom properly before moving it.

Digger operator stated he was rushing to move the truck. He wanted to hurry and jump in another bucket to complete the first pole that was just set. There was no dedicated operator for digger.

Safety Equipment in Use - Yes**Job Briefing Conducted - No****Corrective Action Taken**

Job duties should be assigned before hazardous work commences. Knowing who is in charge of running what equipment and who is doing what part of the job is essential.

Before the work started, each person's duties should have been determined by the foreman. It should not be left up to each worker to decide who is running a digger or going up in a bucket.

Possible Corrective Action

Conduct a proper Job Briefing before beginning any job.

Read and follow all operating procedures in the supplied Operating Manual.

Task Performed**Report #6**

OHD Construction/Maintenance

Incident Summary

An overhead line was de-energized due to an unknown arcing failure that could be seen from a mile away. The crew was called and had to get to the location using a 4 wheeler and in a no-radio, no cell phone location, remote from the open cut out serving the line. When it was determined that the issue was a bad hotline clamp, the crew texted the person who had previously opened the cut-out. They said, "We are on the top of the mountain, but are headed back down, it was the hotline clamp." The person, at the source, interpreted this as they had the problem repaired and they were on their way out and to re-energized the line. The crew was instead trying to update the person and had returned to the line truck to get the hotline clamp and were returning to the site to make repairs. When they arrived back at the repair site, they saw the hotline clamp spark, and knew the line was hot.

Safety Equipment in Use - Yes**Job Briefing Conducted - Yes****Corrective Action Taken**

Always use positive communications with full clarity of intentions, and three part communication.

No line will be energized without the clear statement that, "The work is complete, men and equipment are clear of lines, and grounds are removed".

Possible Corrective Action

N/A

Task Performed**Report #7**

OHD Construction/Maintenance

Incident Summary

Employee cut hand, on a staple, in material box.

Safety Equipment in Use - No**Job Briefing Conducted - Yes****Corrective Action Taken**

Wear leather gloves when handling material.

Crew discussion on use of leather gloves.

Possible Corrective ActionN/A

Task Performed**Report #8**

OHD Construction/Maintenance

Incident Summary

Crew was replacing crossarms on an energized circuit and while removing the old arm, crew member hit the cover up above him on the center phase.

Safety Equipment in Use - Yes**Job Briefing Conducted - Yes****Corrective Action Taken**

When work is to be done on or near energized lines, all energized and grounded conductors or guy wires within reach of any part of the body shall be covered with rubber protective equipment, except that part of the conductor on which the employee is working on.

Crew discussions on being aware of clearances and the role of a qualified observer.

Possible Corrective Action

N/A

Task Performed**Report #9**

OHD Construction/Maintenance

Incident Summary

Employee was coming down in bucket to get some material. He had a 34.5KV pole top pin assembly in a bag hanging outside of bucket. The assembly almost fell out of bag.

Safety Equipment in Use - No**Job Briefing Conducted - Yes****Corrective Action Taken**

Bags should not be loaded beyond capacity.

Crew discussion was conducted on not over stuffing ditty bags.

Possible Corrective Action

A handline should be used to raise and lower material to workers in bucket or on pole.

Task Performed**Report #10**

OHD Restoration/Repair

Incident Summary

Car hit a pole opening the breaker. When linemen arrived, at the scene, the occupants were out of the vehicle.

Safety Equipment in Use - Yes**Job Briefing Conducted - Yes****Corrective Action Taken**

Continuing education to the public on safety measures.

Possible Corrective Action

Continue public education. The Safe Electricity program makes educating the public easy and provides hundreds of vetted, ready to use, customizable resources on an array of electrical hazard topics. To download these materials visit www.safeelectricity.org. If you need assistance or have questions regarding the safety resources, you can send an email to: info@safeelectricity.org.



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:

John Doe's barn and several acres burned when an ABC Electric pole failed in high winds and started a fire. Verbal Kint, a lineman for ABC, was the first on the scene. Doe and Kint were talking, and Kint mentioned to Doe that ABC was behind on its inspections since its contractor was terminated and the poles in question looked "pretty bad." Further investigation determined that an insulator near the top of the pole was cracked and ultimately caused a fault. The pole broke after the fire started. Doe's insurer later filed suit against ABC. While any pole inspection program likely would not have found the cracked insulator that caused the fault, the comments from Kint put the pole inspection program in the spotlight and created a question for the jury as to whether a pole inspection would have discovered the defect. The case settled for a confidential amount.

Lessons Learned:

When speaking to members of the public or first responders at the scene of the accident, it is important to remember not to speculate as to what happened. Police reports often make note of what a cooperative employee said at the scene regarding the accident. While oftentimes the statement of the employee is accurate, any defense of the claim will be tied to the theory put forward by the cooperative employee. In the case above, the insured's inspection program became the issue when we may have been able to argue that an inspection would not have revealed a defect. While you cannot altogether avoid speaking with first responders or members of the public at the scene, it is important to stick to facts only. It is perfectly appropriate to say you don't know and more investigation will be needed. By doing this, you can allow more time for fact-gathering and investigation, which can help defense later on.



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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:

Sally Doe, age 7, was playing with some of her friends near an ABC Electric pad-mount transformer in her back yard. As Sally (pretending to be Elsa) was climbing down from her ice palace (the transformer), her foot made contact with part of a damaged wire coming out of it and she received a shock. She was taken to the hospital and kept overnight but not seriously injured. When ABC examined the transformer, it determined it was installed 25 years ago and had settled to the point where one of the screws had come loose and wire with damaged insulation was protruding from the base. ABC had no inspection program related to pad-mount transformers. Sally Doe's parents later presented a claim to ABC and it was settled for a confidential amount.

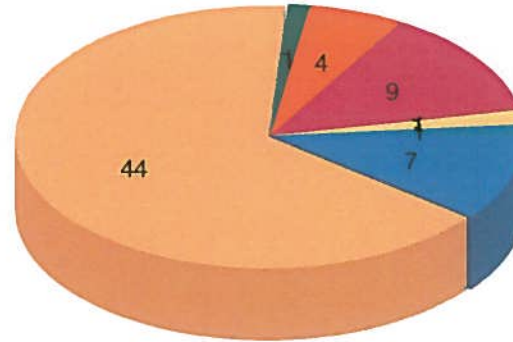
Lessons Learned:

This scenario demonstrates the importance of having some sort of inspection protocol for pad-mount transformers. In the above case, the insured's lack of any inspection program would have made defending the claim very difficult even if what happened to cause the damage was extremely unlikely. While the NESC does not specify a specific interval for inspections, it is important to be able to articulate a method or protocol for inspections as opposed to saying the pad-mount transformers are dealt with as problems arise. This is especially so since pad-mount transformers are relatively accessible and frequently have children playing on or around them, despite any warnings. As with any inspection program, it is equally important to document that the inspection was actually performed.

Outage Summary

9/1/2020 To 9/30/2020

Bird/Animal	7	10.4%
Planned/Construction	44	65.7%
Dig In/Excavator/Contractor	1	1.5%
Tree	4	6.0%
Unknown	9	13.4%
Other	1	1.5%
Power Supplier	1	1.5%
Total:	67	100.0%



(Major Event Outages Highlighted Yellow)

Outage List

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
9/1/20 8:39 am	9/1/20 9:41 am	Planned/Construction	Hot Line Clamp		Beardsley	38 -09-1A	Shut off for service upgrade.	Locations Affected 1
9/1/20 12:56 pm	9/1/20 2:27 pm	Planned/Construction	Hot Line Clamp		Beardsley	38 -16-L7	Shut off for pole change.	Locations Affected 1
9/2/20 8:59 am	9/2/20 9:48 am	Planned/Construction	Other		Doran	29 -15-4	Disconnected for electrician upgrading service.	Locations Affected 1
9/2/20 9:10 am	9/2/20 11:32 am	Planned/Construction	Line Fuse URD		Wendell	05 -22-1A	Pulled open fuses for tap while switching phases.	Locations Affected 1

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
9/2/20 10:30 am	9/2/20 11:18 am	Planned/Construction	Line OCR		Wendell, Doran	05 -10-4, 06 -29-2, 06 -17-4...	Opened OCR's to switch phasing around on 2 phase.	Locations Affected 32
9/2/20 10:30 am	9/2/20 11:08 am	Planned/Construction	Line OCR		Wendell	05 -22-1, 05 -23-3, 05 -15-1...	Opened OCR's to switch phasing around on 2 phase.	Locations Affected 6
9/2/20 10:41 am	9/2/20 12:49 pm	Planned/Construction	Other		Doran	29A-26-4	Disconnected to change transformer.	Locations Affected 1
9/2/20 11:10 pm	9/3/20 12:39 am	Tree	Sub OCR		Victor	39 -21-1B, 39 -21-04, 39 -29-09...	Tree in line.	Locations Affected 156
9/2/20 11:10 pm	9/3/20 1:04 am	Tree	Sub OCR		Victor	39 -03-3	Tree in line.	Locations Affected 1
9/3/20 8:41 am	9/3/20 11:20 am	Planned/Construction	Other		Graceville	07 -09-4A	Disconnected to change transformer.	Locations Affected 1
9/4/20 7:00 am	9/4/20 8:54 am	Unknown	Transformer Fuse		Sisseton	44 -30-2	Transformer fuse blown.	Locations Affected 1
9/4/20 10:38 am	9/4/20 3:18 pm	Planned/Construction	Hot Line Clamp		Wendell	11 -13-1	Shut off to cut down ovh and put in underground.	Locations Affected 1
9/6/20 6:30 am	9/6/20 8:55 am	Tree	Other		Victor	46 -34-2, 46 -29-1, 46 -27-1...	Tree in line burned line down. Cut trees, put line back up.	Locations Affected 11
9/6/20 7:30 pm	9/6/20 8:37 pm	Tree	Line Fuse OH		Victor	45 -03-3, 46 -27-2, 46 -26-4...	Tree branch in line. Cut trees.	Locations Affected 11
9/7/20 3:30 pm	9/7/20 4:31 pm	Bird/Animal	Transformer Fuse		Doran	29A-25-4	Squirrel took transformer fuse.	Locations Affected 1
9/8/20 11:40 am	9/8/20 3:20 pm	Planned/Construction	Jumper		Beardsley	30 -33-D5, 30 -33-D6	Open jumper at A6 to change out pole.	Locations Affected 2
9/9/20 7:00 am	9/9/20 8:24 am	Unknown	Line Fuse OH		Dumont	03 -19-3A	Something hit neutral & broke it over highway and blew fuse.	Locations Affected 1
9/9/20 7:00 am	9/9/20 1:16 pm	Planned/Construction	Other		Victor	40 -21-3	Shut off service for 3 phase cable replacement.	Locations Affected 1
9/9/20 12:10 pm	9/9/20 2:36 pm	Planned/Construction	Other		Victor	34 -17-3	Shut service off for installation of standby generator.	Locations Affected 1
9/9/20 11:48 pm	9/10/20 1:25 am	Power Supplier	Power Supplier		Wendell, Doran, Wheaton	05 -33-2, 03 -14-3, 19 -19-4...	Wendell sub down. OTP problem.	Locations Affected 289

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	Locations Affected	
9/10/20 9:10 am	9/10/20 11:13 am	Planned/Construction	Other		Doran	13 -29-4	Shut off service for transformer change out.	Locations Affected	1
9/10/20 10:11 am	9/10/20 12:55 pm	Planned/Construction	Other		Doran	29A-24-3	Shut off to change transformer.	Locations Affected	1
9/10/20 12:04 pm	9/10/20 12:43 pm	Planned/Construction	Other		Wendell	04 -11-4B	Disconnect service so they could put cover p on secondaries.	Locations Affected	1
9/10/20 1:44 pm	9/10/20 2:08 pm	Planned/Construction	Other		Victor	39 -01-2B	Shut off for transformer change.	Locations Affected	1
9/10/20 6:12 pm	9/10/20 6:32 pm	Unknown	Line Fuse URD		Graceville	16 -36-2B	Blow urd line fuse.	Locations Affected	1
9/11/20 7:16 am	9/11/20 8:30 am	Bird/Animal	Line Fuse OH		Victor	41 -31-4	Bird on transformer pole blew line fuse.	Locations Affected	1
9/11/20 10:20 am	9/11/20 1:04 pm	Planned/Construction	Other		Victor	34 -17-3	Shut off to install standby generator and auto. transfer switch.	Locations Affected	1
9/11/20 11:37 am	9/11/20 1:19 pm	Planned/Construction	Other		Beardsley	30 -36-0E, 30 -36-L3, 30 -36-0F...	Shut off for pole change.	Locations Affected	4
9/11/20 1:42 pm	9/11/20 2:06 pm	Planned/Construction	Other		Wheaton	18 -36-2	Shut off for urd line extension.	Locations Affected	1
9/12/20 6:30 pm	9/12/20 7:45 pm	Unknown	Line Fuse OH		Graceville	15 -25-1, 07 -30-3, 07 -30-2...	Patrolled line. found nothing wrong & refused.	Locations Affected	5
9/13/20 8:17 pm	9/13/20 9:05 pm	Bird/Animal	Transformer Fuse		Victor	41 -27-2	Blown transformer fuse.	Locations Affected	1
9/14/20 9:17 am	9/14/20 11:35 am	Planned/Construction	Other		Beardsley	30 -33-D5, 30 -33-D6	Shut off for pole change.	Locations Affected	2
9/14/20 9:24 am	9/14/20 10:15 am	Planned/Construction	Other		Wendell	05 -14-2C	Disconnect to upgrade transformer.	Locations Affected	1
9/14/20 1:46 pm	9/14/20 2:23 pm	Planned/Construction	Other		Wheaton	17 -08-4	Shut down to install box pad under transformer.	Locations Affected	1
9/15/20 10:18 am	9/15/20 12:37 pm	Planned/Construction	Other		Wendell	04 -04-3	Disconnect to change pole.	Locations Affected	1
9/15/20 10:54 am	9/15/20 11:37 am	Planned/Construction	Jumper		Beardsley	38 -24-3, 38 -13-1	Shut off line to change pole.	Locations Affected	2

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	
9/15/20 11:29 am	9/15/20 11:45 am	Planned/Construction	Other		Beardsley	30 -07-01	Shut off to disconnect load side conductors to neighbor's outbuilding.	Locations Affected 1
9/15/20 6:57 pm	9/15/20 7:59 pm	Unknown	Line Fuse URD		Beardsley	30 -06-1	Blown line fuse. No known cause.	Locations Affected 1
9/16/20 10:16 am	9/16/20 12:38 pm	Planned/Construction	Other		Wheaton	18 -11-4	Disconnect to change pole.	Locations Affected 1
9/16/20 1:57 pm	9/16/20 2:53 pm	Planned/Construction	Other		Wheaton	18 -14-2	Disconnect to change pole.	Locations Affected 1
9/16/20 6:59 pm	9/16/20 8:53 pm	Other	Line Fuse OH		Beardsley	38 -23-4, 32 -19-3A, 38 -22-1...	Phase fray make contact with neutral.	Locations Affected 7
9/17/20 9:12 am	9/17/20 2:33 pm	Planned/Construction	Line Fuse OH		Wheaton	19 -31-1	De-energized line to change poles.	Locations Affected 1
9/17/20 9:13 am	9/17/20 10:48 am	Planned/Construction	Other		Wheaton	18 -06-2	Disconnected for pole change.	Locations Affected 1
9/17/20 2:26 pm	9/17/20 2:29 pm	Planned/Construction	Other		Sisseton	52 -06-3	Member upgrading service.	Locations Affected 1
9/18/20 7:00 am	9/18/20 7:59 am	Unknown	Line Fuse OH		Graceville	15 -26-2	Found nothing. Refused and held.	Locations Affected 1
9/18/20 1:09 pm	9/18/20 2:17 pm	Planned/Construction	Line Fuse URD		Graceville	07 -20-1, 07 -20-1A	Turned power off to repair urd cable.	Locations Affected 2
9/20/20 7:44 am	9/20/20 9:10 am	Unknown	Line Fuse OH		Victor	46 -30-4, 46 -31-3	Blown line fuse. Patrolled out.	Locations Affected 2
9/21/20 8:25 am	9/21/20 10:41 am	Planned/Construction	Other		Wheaton	17 -22-1	Shut down to move pole.	Locations Affected 1
9/21/20 9:10 am	9/21/20 9:29 am	Planned/Construction	Sub OCR		Wendell, Doran, Wheaton	05 -15-1, 05 -23-4A, 05 -22-3A...	Shut Wendell Sub down for East River to change transformer tap settings.	Locations Affected 285
9/21/20 12:56 pm	9/21/20 2:57 pm	Planned/Construction	Other		Dumont	03 -19-3A	Shut down for pole change.	Locations Affected 1
9/21/20 2:03 pm	9/21/20 2:10 pm	Planned/Construction	Jumper		Wheaton	17 -18-2D, 17 -18-2F	Shut off to replace urd.	Locations Affected 2
9/22/20 1:11 pm	9/22/20 2:22 pm	Planned/Construction	Other		Wendell	04 -09-1	Shut off for pole change.	Locations Affected 1

Start Time	End Time	Cause	Equip Code	Device	Substation	Area	Comments	Locations Affected	
9/23/20 1:29 pm	9/23/20 2:29 pm	Bird/Animal	Line Fuse OH		Wheaton	24 -22-3	Squirrel on gap transformer took line fuse.	Locations Affected	1
9/24/20 8:50 am	9/24/20 11:52 am	Planned/Construction	Transformer Fuse		Sisseton	44 -06-2	Shut off for electrician upgrading service.	Locations Affected	1
9/24/20 9:31 am	9/24/20 12:24 pm	Planned/Construction	Other		Graceville	15 -34-4	Shut off for transformer change.	Locations Affected	1
9/24/20 12:54 pm	9/24/20 2:18 pm	Planned/Construction	Other		Dumont	02 -20-3A	Shut off for transformer change.	Locations Affected	1
9/24/20 1:36 pm	9/24/20 2:37 pm	Bird/Animal	Transformer Fuse		Dumont	01 -11-3A	Raccoon blew transformer fuse. Refused transformer.	Locations Affected	1
9/24/20 3:00 pm	9/24/20 3:21 pm	Dig In/Excavator/Contractor	Other		Dumont	08 -09-4B, 08 -09-4A	Dig in to line.	Locations Affected	2
9/27/20 1:57 pm	9/27/20 2:48 pm	Bird/Animal	Line OCR		Dumont	09 -14-4, 09 -14-1, 09 -14-2...	Squirrel on top of pole. Removed squirrel & put pole wrap on. Reset OCR.	Locations Affected	5
9/29/20 8:51 am	9/29/20 1:33 pm	Planned/Construction	Elbow URD		Wheaton	17 -30-1	Isolated cable for service upgrade.	Locations Affected	1
9/29/20 1:23 pm	9/29/20 3:12 pm	Planned/Construction	Other		Victor	39 -14-3A	Repair existing service equipment preparing for generator install.	Locations Affected	1
9/30/20 7:15 am	9/30/20 8:48 am	Unknown	Transformer Fuse		Beardsley	30 -18-3N, 30 -18-3O	Blown tub fuse. Refused transformer.	Locations Affected	2
9/30/20 8:21 am	9/30/20 9:22 am	Planned/Construction	Other		Dumont	03 -31-4	Disconnect for service upgrade.	Locations Affected	1
9/30/20 10:06 am	9/30/20 10:30 am	Bird/Animal	Transformer Fuse		Beardsley	33 -29-03	Squirrel on transformer pole. Refused transformer.	Locations Affected	1
9/30/20 11:00 am	9/30/20 2:40 pm	Planned/Construction	Jumper		Beardsley	38 -10-1	Shut down to change yard pole.	Locations Affected	1

Start Time		End Time		Cause	Equip Code	Device	Substation	Area	Comments	
9/30/20	1:51 pm	9/30/20	2:01 pm	Planned/Construction	Line Fuse URD		Wheaton	18 -36-2	Shut down for final connections for new 3 phase service on site.	Locations Affected 1
9/30/20	2:27 pm	9/30/20	3:04 pm	Unknown	Line Fuse URD		Wheaton	18 -36-2	Fuse blown on riser pole. no known cause. Refused & checked voltage.	Locations Affected 1



Distribution Substation Operations Summary Report

10-18-2020

Event Id	Substation	Coop	Off Date	On Date	Outage Duration (Minutes)	Customer Count	Customer Hours Off	Operating Substation	Operating Device	DevOp Count	Outage Codes	DevOp Codes	Comments
22354	Beardsley	Traverse	10/18/2020 08:12	10/18/2020 08:20	8	630	84	OTPC	1	0	Failed Fuse	Failed Fuse	Blown HS Fuse



Distribution Substation Operations Summary Report 10-01-2020

Event Id	Substation	Coop	Off Date	On Date	Outage Duration (Minutes)	Customer Count	Customer Hours Off	Operating Substation	Operating Device	DevOp Count	Outage Codes	DevOp Codes	Comments
22345	Beardsley	Traverse	10/01/2020 21:38	10/01/2020 21:38	0	630	0	OTPC	1	1	Power Supplier, Unknown	Power Supplier, Unknown	Unknown, no weather in the area



Distribution Substation Operations Summary Report 10-11-2020

Event Id	Substation	Coop	Off Date	On Date	Outage Duration (Minutes)	Customer Count	Customer Hours Off	Operating Substation	Operating Device	DevOp Count	Outage Codes	DevOp Codes	Comments
22351	Dumont	Traverse	10/11/2020 14:09	10/11/2020 14:09	0	164	0	OTPC	1	1	Weather, Power Supplier	Weather, Power Supplier	Weather in the area.
22351	Graceville	Traverse	10/11/2020 14:09	10/11/2020 14:09	0	209	0	OTPC	1	1	Power Supplier, Weather	Weather, Power Supplier	Weather in the area.

From: Gayle Karol <gayle@mrea.org>
Sent: Monday, October 19, 2020 11:00 AM
To: klupkes@traverseelectric.com
Subject: MN opting out of Youth Tour 2021



TO: MN cooperative youth tour coordinators and CEOs

At this time, NRECA has not cancelled youth tour, however many other states are considering or have already opted out of the June 2021 tour. It is with heavy heart we announce that Minnesota has decided not to participate in Youth Tour 2021. An event of this magnitude requires extensive pre-planning and we feel COVID-19 presents too many logistical obstacles, potential risks and unknowns for us to feel comfortable and confident that it would be a safe and worthwhile investment and opportunity for both co-ops and students alike. Some of the deciding factors were:

- Anticipated cost increase of at least 30% per student for a far less than typical youth tour experience;
- Most places we visit annually are still closed to visitors or have very limited capacities, including the U.S. Capitol Building which would severely alter the grassroots advocacy experience;
- Logistical issues such as elevator capacity limits, food options/availability, social distancing, masks, limited places to visit;
- Anyone testing positive while on the tour would need to quarantine in D.C. for 14 days at the co-op's expense.

We encourage cooperatives to continue to hold their contests and offer scholarships to high school students. MREA is in early discussions of hosting some type of virtual educational event in the spring for the chosen delegates. We'll be reaching out to discuss ideas with this group; watch for more details in the coming months.

Thank you for your support of youth tour and for your understanding of this difficult decision as we navigate these unprecedented times. We look forward to the continued success of the youth tour program in the coming years ahead.

Cooperatively Yours,

Gayle Karol
Digital Media & Marketing Coordinator/Youth Tour Director
Minnesota Rural Electric Association
11640 73rd Ave. N.
Maple Grove, MN 55369
d: 763.424.7231 | c: 612.801.1197 | o: 763.424.1020

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 religious, 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 _____ 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 employees' 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. Volunteering employees are not covered under the Cooperative's Workers Compensation Insurance when participating in volunteer activities.
- I. 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: _____

Mark Pearson, Secretary