

AGENDA
REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, September 24, 2019
8:00 AM

- 1). Call to order – *Alan Veflin*
- 2). Approval of Agenda ***
- 3). Approval of Minutes and Bills ***
- 4). Basin & East River Video Reports
- 5). East River Monthly Board Report - *Pat Homan*
- 6). East River Annual Meeting – *Russell Armstrong, Mark Pearson, Alan Veflin*

10 Minute Break

- 7). General Manager's Report – *Joel Janorschke*
 1. REMA CEO Meeting
 2. NRECA Region 5 & 6 Meeting
 3. Prairie Five – Graceville Senior Center
 4. MN Legislation Update
 5. SD Legislation Update
- 8). Office Manager's Report – *Karen Lupkes*
 1. August 31, 2019 Accounts Receivable Balances review
 2. Update on August bill printing by Dairyland Power
 3. CFC Budget Pro Training – Karen and Missy will attend.
- 9). Financial Report – *Karen Lupkes*
 - a. Profit & Loss Statement & Form 7***
 - b. Comparison
- 10). Operation Manager's Report – *Dale Schwagel*
 1. Operations update
 2. Outage update
 3. AMI update
- 11). Generator Loan – *Larry Englund****
- 12). Voting Delegate – Basin Annual Meeting – November 5-7, 2019 Basin 2020***
- 13). Voting Delegate - Mid-West Electric Consumers Association Annual Meeting –
December 10-12, 2019 – Denver, CO***
- 14). Executive Session

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REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
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15). Other Business

16). Adjournment ***

*** Indicates Board Action needed

Future Directors Meetings

Basin Annual Meeting – November 5-7, 2019 – Bismarck, ND – *Russel Armstrong*
Mid-West Annual Meeting – Dec 10-12, 2019 – Denver, CO – *Michael Marks*
SDREA Annual Meeting - January 10-11, 2020 - Pierre, SD
NRECA Annual Meeting – February 27 – March 4, 2020 – New Orleans
MREA Annual Meeting - March 17-18, 2020 - St. Paul, MN
TEC Annual Meeting - March 19, 2020 - Wheaton High School - Wheaton, MN

Future Managers Meetings

East River REED Meeting - October 1, 2019 – Madison, SD
East River MAC Meeting – October 2, 2019 – Madison, SD
Basin Annual Meeting – November 5-7, 2019 – Bismarck, ND
East River MAC – November 15, 2019 – Madison, SD
MREA Legislative Summit – November 22, 2019 – Maple Grove, MN
East River MAC – December 2, 2019 – Madison, SD
Mid-West Annual Meeting – Dec 10-12, 2019 – Denver, CO
NRECA CEO Close-Up – January 12-15, 2020 – Palm Desert, California
SDREA Annual Meeting - January 10-11, 2020 - Pierre, SD
MREA Annual Meeting - March 17-18, 2020 - St. Paul, MN
TEC Annual Meeting - March 19, 2020 - Wheaton High School - Wheaton, MN

Future Board Meeting Dates

October 29, 2019 – Scheduled for 9:00 am
November 26, 2019 – Scheduled for 9:00 am
December 31, 2019 – Scheduled for 9:00 am

Future NRECA Annual Meeting Dates

2020 - New Orleans - February 27 – March 4-Marks, Veflin, Vacant, *Monson*
2021 - San Diego - February 18 – 24 – Kath, Homan
2022 – Nashville - March 3-9 – Diekmann, Armstrong
2023 - Orlando - March 9 – 15- Pearson, Monson

REGULAR MONTHLY MEETING-BOARD OF DIRECTORS
TRAVERSE ELECTRIC COOPERATIVE, INC.
Tuesday, August 26, 2019
8:00 AM

The August monthly meeting of the Board of Directors of Traverse Electric Cooperative, Inc. was held at the office of the Cooperative on Tuesday, August 26, 2019.

President Veflin called the meeting to order.

The Secretary reported the following directors present:

Alan Veflin	Karen Kath	Pat Homan
Mark Pearson	Michael Marks	Russ Armstrong
Doug Diekmann	Tom Frisch	Terry Monson

Absent was: None.

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

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

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

The Basin video was viewed.

The East River video was viewed.

Homan reported on the East River board meeting:

- The Basin jet was used to pick up a replacement coupler for the DGC.
- Material costs are increasing due to tariffs.
- CFC Integrity Fund can help with territory issue costs.
- CFC recapped the future outlook.
- Federated Insurance states that 99% of contact injuries are due to not following procedures.
- Basin will allow Traverse Electric to have 150 KW of battery storage.
- East River's annual meeting is coming up.
- East River is exploring the possibility of purchasing band width frequency for its communications system.

Frisch reported on the MREA New Director Orientation he attended:

- CFC gave a presentation of what CFC is and what it does.

- Director do's and don'ts was presented by Pemberton Law.
- Debra Englund explained formal CEO reviews.
- MREA gave the history of rural electrification.
- Co-Bank explained what they are and reviewed its program that donates to local community projects.
- The importance of political involvement was stressed.

Veflin reported on the MREA Board Chair Roundtable he attended:

- The focus was on the communication between board chairs and the GM/CEO.
- Chairs discussed topics such as GM hiring, the cooperative score card, and communication with members in person versus on social media.
- Many chairs attending visit with the GM before board meetings.
- Jim Horan reviewed board governance and transparency.

Armstrong and Marks reported on the MREA Energy Issues Summit they attended:

- In Asia, coal plant growth is increasing.
- Eighty-five percent of the world's carbon comes from outside of the U.S.
- West Texas is primarily wind generation and cannot keep up due to growth.
- Cyber security and renewables were also topics discussed.

Manager Janorschke presented the Manager's Report:

- Updated the board on MN and SD Legislative Issues.
- MREA created an area on their website about governance issues for managers to access.
- MREA added a position for legal affairs and governance.
- Janorschke contacted Green Energy Products to get an estimate of what it would cost for Traverse Electric to install 10 KW of solar panels. The cost would be between \$30,000-35,000.
- The Basin board passed a 1 mil decrease for 2020, maintained the electric heat rate, and extended the new load incentive rate to 2023. It is unknown if East River will pass on the rate decrease.
- Basin predicts bill credits for the next ten years.
- The Basin board passed the elimination of the fixed charge and then rescinded it.
- The East River Power Factor Committee met and discussed the implementation of the power factor penalty. There will be a warning for the first year of poor power factor before the penalty would be enforced. Also discussed was who would pay for the cost of the equipment. Some of the committee manager members wanted the cost of the equipment to be spread out among all the cooperatives. Traverse Electric has already purchased and paid for 100% of the cost of the equipment on our SD substations.

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

- July 31, 2019 Accounts Receivable balances were reviewed.
- Dairyland begins printing and mailing our billing statements with the August 31 bills.

- Attended the Summer REMA Finance Managers Meeting.
- Recapped the volume of credit/debit card payments and member online and mobile app use.

Lupkes presented the financial report. July sales and margins were discussed. After a discussion on the monthly comparisons and financial status of the Cooperative, Monson made a motion to accept the report as given. Marks seconded the motion, and upon vote motion carried unanimously.

Schwagel gave the Operations Report per written report.

- Outages were reviewed.
- Contractors have all the cable for the East River projects in. A contractor will also do the retirement.
- The contractors have moved to the North Ottawa Dairy and will move onto our three phase projects after that.
- Our tree contractors are working in the Beardsley area. They were required to get a permit to trim trees from the DNR to protect the long-eared bats.
- Meter changes are going slower than expected due to only one person from Chapman changing our meters. Chapman promises to have more of his employees here soon. So far 561 meters have been changed.

The board reviewed and discussed the revisions to Policy 509 Nepotism. Pearson made a motion to approve the following revisions to Policy 509:

TRAVERSE ELECTRIC COOPERATIVE, INC.

Wheaton, Minnesota

BOARD POLICY NO. 509

NEPOTISM

I. OBJECTIVE

To set forth a policy with regard to the employment of close relatives of the Directors and current employees of Traverse Electric Cooperative, Inc.

II. POLICY

In the interest of maintaining fair, equitable and impartial employment practices, no person will be considered for full-time regular employment who is a close relative to a currently active, serving member of the board of directors or to a person who is employed as a regular

full-time employee.

~~A. The spouse or an immediate family member of an employee or director shall not be employed by the Cooperative. The spouse or an immediate family member A close relative of an employee shall not run for director at Traverse Electric Cooperative.~~

A. For this policy a close relative is defined as husband, wife, son (stepson), daughter (stepdaughter), father (stepfather), mother (stepmother), sister (stepsister), brother (stepbrother), mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparent, grandchild, niece, nephew, aunt, and uncle.

B. If through his/her own marriage, an employee creates a violation of this policy, one will be required to terminate employment at the Cooperative. It will be the responsibility of one of the employees to leave the employment of the cooperative within thirty (30) days. In the event the employees affected do not make this determination, the employee with the least years of service at the cooperative will be terminated.

C. A close relative of an employee shall not run for director at Traverse Electric Cooperative.

III. RESPONSIBILITY

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

Marks seconded the motion and upon vote motion carried unanimously.

Janorschke reviewed the Basin 2020 Load Forecast. After review, Diekmann made a motion to approve the following Resolution:

RESOLUTION TO APPROVE THE 2020 BASIN LOAD FORECAST

WHEREAS, Basin Electric Power Cooperative has completed a detailed forecast of total demand and energy requirements for the period of 2019 through 2050; and

WHEREAS, the forecast was prepared in accordance with current Rural Utilities Service regulations using reasonable methodologies and assumptions; and

WHEREAS, the Board of Directors of Traverse Electric Cooperative, Inc. has reviewed the study and its conclusions;

THEREFORE, BE IT RESOLVED that the Board of Directors of Traverse Electric Cooperative, Inc. does hereby adopt and approve the 2020 Load Forecast prepared by Basin Electric Power Cooperative as a reasonable forecast of the future demand and energy requirements for Traverse Electric Cooperative, Inc. through the year 2050.

And that the action taken and /or resolutions adopted as above set out have never been rescinded, altered, amended, modified or repealed, and are of the date hereof in full force and effect.

I, Mark Pearson, Secretary of Traverse Electric Cooperative, Inc. do hereby certify that the above is a true and correct excerpt from the minutes of the meeting of the Board of Directors of Traverse Electric Cooperative, Inc. held on August 27, 2019, at which a quorum was present.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of Traverse Electric Cooperative, Inc. this 27th day of August, 2019.

Monson seconded the motion and upon vote motion carried unanimously.

Monson made a motion to go into executive session to discuss an employee issue and confidential information covered by East River's Joint Defense Agreement. Homan seconded the motion and upon vote motion carried unanimously. Lupkes left the meeting.

Kath made a motion to come out of executive session. Diekmann seconded the motion and upon vote motion carried unanimously. Lupkes rejoined the meeting.

Other business:

Next board meeting will be on Tuesday, September 24, 2019 beginning at 8AM.

Upcoming Board Member meetings:

East River Annual Meeting, Sept. 4, 2019, Sioux Falls, SD Armstrong (Delegate), Pearson, Veflin (Alternate)

Basin Annual Meeting, Nov 5-7, 2019, Bismarck, ND - Armstrong

Mid-West Annual Meeting, Dec 10-12, 2019, Denver, CO –

SDREA Annual Meeting, Jan. 10-11, 2020, Pierre, SD -

NRECA Annual Meeting, Feb 27-Mar 4, 2020, New Orleans - Monson?

MREA Annual Meeting, Mar 17-18, 2020, St. Paul, MN –

Traverse Electric Annual Meeting, March 19, 2020, Wheaton High School -

Upcoming Managers Meetings:

East River Annual Meeting, Sept. 4, 2019, Sioux Falls, SD
REMA CEO Meeting, Sept. 4-6, 2019, Ottertail, MN
NRECA Region 5 & 6 meeting, Sept. 10-11, 2019, Milwaukee, WI
East River MAC Meeting, Oct 1, 2019, Madison, SD
Basin Annual Meeting, Nov. 5-7, 2019, Bismarck, ND
East River MAC Meeting, Nov 15, 2019, Madison, SD
MREA Legislative Summit, Nov 22, 2019, Maple Grove, MN
East River MAC Meeting, Dec 2, 2019, Madison, SD
Mid West Annual Meeting, Dec 10-12, 2019, Denver, CO
NRECA CEO Close-Up, Jan 12-15, 2020, Palm Desert, CA
SDREA Annual Meeting, Jan. 10-11, 2020, Pierre, SD -
MREA Annual Meeting, Mar 17-18, 2020, St. Paul, MN –
Traverse Electric Annual Meeting, March 19, 2020, Wheaton High School -

As there was no further business, Kath made a motion to adjourn. Marks seconded the motion and upon vote motion carried unanimously. Meeting adjourned at 12:02 PM

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>	Document Detail
CK	08/01/2019	115624	NRECA	117.66	
			Admin Fee		117.66
CK	08/01/2019	115625	FURTHER	875.02	
			August HSA		875.02
CK	08/01/2019	115626	East River Federal Cu	1,375.00	
			August Credit Union		1,375.00
CK	08/01/2019	115627	I.B.E.W. Lu 524	160.00	
			August Union Dues		160.00
CK	08/01/2019	115628	NRECA	25,313.62	
			Trust Contributions		25,313.62
CK	08/01/2019	115629	NRECA Group Benefits Trust	1,485.31	
			Group Insurance		1,485.31
CK	08/01/2019	115630	NRECA	701.66	
			Admin Fee		701.66
WT	08/01/2019	8801459	Minnesota Dept Of Revenue	4,012.06	
			July 31, 2019 Payroll SWH		4,012.06
WT	08/02/2019	8801460	Internal Revenue Service	18,841.33	
			July 31, 2019 Payroll FWH & FICA		18,841.33
CK	08/05/2019	115647	Irby (Stuart C. Irby Company)	61,597.84	
			13 - 1 KVA Polemount Transformers for Rout		5,293.52
			432 CT Meters		56,304.32
CK	08/05/2019	115648	Mn Rural Electric Ass'n	12,190.14	
			2nd Half Dues		12,190.14
CK	08/05/2019	115649	U.S. Postmaster	1,000.23	
			Postage - July Billing		1,000.23
CK	08/05/2019	115650	TWIN VALLEY TIRE OF WHEATON INC	867.83	
			4 Tires - #141		867.83
CK	08/05/2019	115651	Colonial Life	428.24	
			July Colonial Life		428.24
CK	08/05/2019	115652	AT&T	24.17	
			800 Service		24.17
CK	08/05/2019	115653	Integrity Contracting Inc	54,170.00	
			Plowing & Boring WO#9732 - ER Project		52,407.00
			Boring WO# 9729 - ER Project		1,051.00
			Soil Exc, Ground Sleeve & 3 Ph Cab WO978'		712.00
CK	08/05/2019	115654	Tintah Fire & First Responders	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115655	Browns Valley Fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115656	Dumont fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115657	Campbell Fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115658	Wendell fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115659	Herman Fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115660	Wheaton Fire Relief Fund	574.54	
			Unclaimed Property Funds Donation		574.54

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CK	08/05/2019	115661	Beardsley Fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115662	Graceville Fire Department	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115663	City of Clinton	574.54	
			Unclaimed Property Funds Donation		574.54
CK	08/05/2019	115664	Morris Electronics Inc	140.00	
			Darren Service Labor - Mo Check		35.00
			Darren - Work on Wi-Fi		105.00
CK	08/05/2019	115665	Mike's Cleaning Service	454.22	
			July Janitorial Services		454.22
CK	08/05/2019	115666	NRECA-Coop Benefit Adm	15.00	
			July Cafeteria Expense		15.00
CK	08/05/2019	115667	Mediacom LLC	246.90	
			August Internet Service		246.90
WT	08/05/2019	8801458	Natl Rural Elec Assn	7,186.84	
			July 31, 2019 Payroll 401K Loan		113.81
			July 31, 2019 Payroll 401K		7,073.03
WT	08/05/2019	8801461	Payment Service Network Inc	996.92	
			July Credit Card Payment Fees		996.92
WT	08/09/2019	8801464	EAST RIVER FCU	335.93	
			ER Credit Card Charges		335.93
CK	08/12/2019	115668	BJ's Parts Depot	23.69	
			Bug Wash & Disp Gloves		23.69
CK	08/12/2019	115669	Border States Electric	582.50	
			Change & Repair Meters		582.50
CK	08/12/2019	115670	Dakota Supply Group	590.86	
			Materials		590.86
CK	08/12/2019	115671	Basin Electric Power Coop	24.00	
			August Email Hosting		24.00
CK	08/12/2019	115672	Larson's Oil Co.	15.00	
			LP for Borrowed Forklift		15.00
CK	08/12/2019	115673	Zimmel Stump Grinding	240.00	
			Ground 5 Stumps		240.00
CK	08/12/2019	115674	Mn Rural Electric Ass'n	332.00	
			Board Chair Roundtable, CEO Lunch & Gove		332.00
CK	08/12/2019	115675	CliftonLarsonAllen, LLC	1,033.64	
			Final Billing		1,033.64
CK	08/12/2019	115676	Schultz Welding	150.00	
			Labor on Truck Pedestal		150.00
CK	08/12/2019	115677	Sturdevant's, Inc.	211.50	
			Supplies		211.50
CK	08/12/2019	115678	Tri-County Coop	48.80	
			Forklift Diesel & Mower Gas		48.80
CK	08/12/2019	115679	Wesco Receivables Corp.	607.05	
			Materials		607.05
CK	08/12/2019	115680	City Of Wheaton	168.17	
			Utilities		168.17
CK	08/12/2019	115681	Wheaton Area Schools	50.00	

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<u>Type</u>	<u>Date</u>	<u>Chk Nbr</u>	<u>Name</u>	<u>Total Check Amount</u>	<u>Document Detail</u>
			Sports Booster Business Membership		50.00
CK	08/12/2019	115682	DITCH WITCH OF MN INC.	171.92	
			Plow Repair		171.92
CK	08/12/2019	115683	COOPER POWER SYSTEMS LLC	25,487.74	
			114 KVA Regulator for N Ottawa Dairy		25,487.74
CK	08/12/2019	115684	Richard Berge	28.69	
			Reimb Overpmt on ERC Loan Final Pmt		28.69
CK	08/12/2019	115685	Veblen Club	50.00	
			Rodeo Donation		50.00
CK	08/12/2019	115686	Essentia Health Graceville Foundation	100.00	
			Golf Hole Sponsor		100.00
CK	08/12/2019	115687	Integrity Contracting Inc	35,920.70	
			ER Project #9732		3,219.00
			Plowing & Boring #9735 - ER Project		32,701.70
CK	08/12/2019	115688	HRExpertiseBP	2,380.00	
			HR Service & Board Trng & Gen Mgr Review		2,380.00
CK	08/12/2019	115689	Isaac Deal	500.00	
			TEC Scholarship		500.00
CK	08/12/2019	115690	Ambassador Company	463.64	
			Book Sponsor		463.64
CK	08/12/2019	115691	Xerox Corporation	359.75	
			August Copier Lease		359.75
CK	08/12/2019	115692	DERRICK LOHNES-SHEPHERD	117.65	
			CREDIT REFUNDS - 24731 11759 LAKE R		117.65
CK	08/12/2019	115693	SISSETON-WAHPETON HOUSING	42.43	
			CREDIT REFUNDS - 26628 230 WAMBDI		42.43
CK	08/16/2019		Payroll Batch # PR000869	32,670.65	
WT	08/16/2019	8801466	Internal Revenue Service	12,410.64	
			August 16, 2019 Payroll FICA & FWH		12,410.64
WT	08/16/2019	8801468	Minnesota Dept Of Revenue	2,446.70	
			August 16, 2019 Payroll SWH		2,446.70
CK	08/19/2019	115694	Border States Electric	11,958.66	
			Interduct - 7500 ft		6,423.66
			Change 129 Single Phase Mtrs, Rep & Supt S		2,857.50
			Meters & Meter Repairs		3,537.50
			Credit for Meter Rep & Support Charges		(860.00)
CK	08/19/2019	115695	Irby (Stuart C. Irby Company)	15,503.50	
			Materials		3,142.13
			Materials		12,133.41
			Tool Repair		227.96
CK	08/19/2019	115696	SD Rural Electric Ass'n	455.00	
			Newsletter Labor & Insert		455.00
CK	08/19/2019	115697	Valley Office Products	159.41	
			Legal Paper, Pens & Paper Towels		159.41
CK	08/19/2019	115698	Wesco Receivables Corp.	7,883.07	
			Materials		769.50
			Materials		4,533.42
			Materials		2,353.92
			Materials		226.23

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CK	08/19/2019	115699	Willy's Super Valu	93.85	
			Board Meeting & Supplies		93.85
CK	08/19/2019	115700	Star Energy Services	12,673.02	
			Safety, IT, USIC Database, Collector App, Etc		12,673.02
CK	08/19/2019	115701	Farm & Home Publishers	636.00	
			Traverse & Roberts Cty Ads in Plat Books		636.00
CK	08/19/2019	115702	Landis & Gyr Technology Inc fka Cellnet Technology	750.00	
			July Meter Hosting		750.00
CK	08/19/2019	115703	USIC Locating Services LLC	1,578.69	
			July ND Locates		32.00
			July SD Locates		373.69
			July MN Locates		1,173.00
CK	08/19/2019	115704	Sag's Hardware Hank LLC	98.90	
			Supplies & Materials		98.90
CK	08/19/2019	115705	CRC Response Center Inc	1,159.00	
			July After Hours Service		1,159.00
CK	08/19/2019	115706	Dymoke Law Office, P.A.	241.00	
			FFB Loan Processing		241.00
CK	08/19/2019	115707	South Dakota One Call	199.50	
			July SD Locates		199.50
CK	08/19/2019	115708	Gopher State One-Call	164.70	
			July MN Locate Tickets		164.70
CK	08/19/2019	115709	North Dakota One-Call	2.40	
			July ND Locates		2.40
CK	08/19/2019	115710	Cenex Fleetcard	4,471.92	
			July Fuel		4,471.92
CK	08/19/2019	115711	Bell Lumber & Pole Company	13,824.00	
			64 35' Poles		13,824.00
CK	08/19/2019	115725	Laurie Karsky	38.00	
			Retirement Cake - Mark Koch		38.00
CK	08/19/2019	115726	Integrity Contracting Inc	24,006.00	
			Boring - WO#9733 - East River Project		11,360.00
			Boring & Plowing WO#9735 - East River Pro		12,646.00
CK	08/19/2019	115727	David Nelson	600.00	
CK	08/19/2019	115728	Alan Behrens	3,469.33	
			Reimb from D Tritz for line const costs paid		3,469.33
CK	08/19/2019	115729	Todd Tritz	3,469.33	
			Reimb from D Tritz for line const cost paid		3,469.33
CK	08/19/2019	115730	Betty Beal	100.00	
			Clothes Washer & Dryer Rebates		100.00
CK	08/19/2019	115731	Beau Cunningham	510.00	
			Water Heater Rebate		510.00
CK	08/19/2019	115732	Harold Gibson	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115733	Arnold Gronfeld	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115734	Dean Kjesbo	510.00	
			Water Heater Rebate		510.00

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CK	08/19/2019	115735	David Krueger	510.00	
			Water Heater Rebate		510.00
CK	08/19/2019	115736	Paul Lande	50.00	
			Dishwasher Rebate		50.00
CK	08/19/2019	115737	Rick Moen	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115738	Tom Morris	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115739	Dean Olhoft	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115740	Wayne Zych	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115741	State Bank Of Wheaton	258.70	
			June, July & August ACH Processing		258.70
CK	08/19/2019	115742	MIKE BLASING	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115743	JOHN OETKEN	600.00	
			Heat Pump Rebate		600.00
CK	08/19/2019	115744	Bluecross Blueshield	14,811.68	
			September Coverage Due August		14,811.68
CK	08/19/2019	115745	KEVIN LEININGER	100.00	
			Refrigerator Rebate		100.00
CK	08/19/2019	115746	Verizon Wireless	435.08	
			Linemen iPads		130.68
			Dale, Jerrel, Joel iPad & Cell, Dennis iPad &		304.40
CK	08/19/2019	115747	LegalShield	147.50	
			August ID Theft Ins		147.50
WT	08/19/2019	8801467	Natl Rural Elec Assn	5,185.17	
			August 16, 2019 Payroll 401K		5,071.36
			August 16, 2019 Payroll 401K Loan		113.81
WT	08/20/2019	8801463	CoBank ACB	22,562.01	
			CoBank Mo Princ & Int		22,562.01
WT	08/20/2019	8801465	Minnesota Sales & Use Tax	27,789.00	
			MN Sales Tax		27,789.00
CK	08/26/2019	115748	PROFESSIONAL COMPUTER SOLUTIONS LLC	3,327.50	
			August Hosting & User Fees		934.00
			REC Setup, Meter File, Impt New Meters & C		1,256.00
			Mobile Customer Access for July		50.00
			Mobile Service Orders		1,087.50
CK	08/26/2019	115749	Irby (Stuart C. Irby Company)	84,521.88	
			Glove Testing		88.92
			764 Single Phase Meters		89,776.92
			Return 11 Router Arms & Collector Material		(5,343.96)
CK	08/26/2019	115750	Mn Rural Electric Ass'n	1,263.00	
			Energy Issues Summit - Armstrong & Marks		890.00
			New Director Orientation - Frisch		373.00
CK	08/26/2019	115751	Aflac	13.70	
			August AFLAC		13.70
CK	08/26/2019	115752	MEI ENGINEERING INC	1,241.70	

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>
			WO Insp, BS Colony		1,241.70
CK	08/26/2019	115753	Delta Dental of Minnesota	1,127.70	
			September Premiums		1,127.70
CK	08/26/2019	115754	Traverse County Recorder	46.00	
			Easement Recording Fees		46.00
CK	08/26/2019	115755	Integrity Contracting Inc	55,060.00	
			Boring - WO#9733 - ER Project		55,060.00
CK	08/26/2019	115756	JOHN DEERE FINANCIAL	114.03	
			Shipping		114.03
CK	08/26/2019	115757	Frontier	257.96	
			Office Phone & DSL Service		257.96
WT	08/26/2019	8801462	SD DEPT OF REVENUE & REGULATION	14,304.34	
			SD Mo Sales Tax		14,304.34
CK	08/27/2019	115758	TOM FRISCH	1,005.64	
			T Frisch - Board Check		1,005.64
CK	08/27/2019	115759	Russell Armstrong	1,415.33	
			R Armstrong - Board Check		1,415.33
CK	08/27/2019	115760	Michael Marks	1,231.14	
			M Marks - Board Check		1,231.14
CK	08/27/2019	115761	Alan Veflin	708.80	
			A Veflin - Board Check		708.80
CK	08/27/2019	115762	Douglas Diekmann	281.90	
			D Diekmann - Board Check		281.90
CK	08/27/2019	115763	Mark Pearson	267.40	
			M Pearson - Board Check		267.40
CK	08/27/2019	115764	Pat Homan	250.00	
			P Homan - Board Check		250.00
CK	08/27/2019	115765	Karen Kath	285.96	
			K Kath - Board Check		285.96
CK	08/27/2019	115766	Terry Monson	301.62	
			T Monson - Board Check		301.62
CK	08/29/2019	Payroll Batch # PR000873		2,062.57	
CK	08/29/2019	Payroll Batch # PR000875		184.70	
VC	08/31/2019	115727	David Nelson	(600.00)	
CK	08/31/2019	Payroll Batch # PR000878		31,146.31	
Total				\$696,532.64	

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.BankAcctID} in ['1']) AND ({CMDoc.TranDate} in Date(2019, 8, 1) to Date(2019, 8, 31))))

Last Modified: 9/17/2019

September 24, 2019 Office Manager's Report:

1. Accounts Receivable balances as of 8/31/2019 billing statement:
 - Current (August 31st statement) \$788,108.96
 - 1-30 Days (July 31st statement) \$28,159.26
 - 31-60 Days (June 30th statement) \$2,744.44 (56 Disconnect notices sent out, resulted in 0 disconnects)
 - 61-90 Days (May 31st statement) \$302.01
 - Older than 91 days - \$10,101.62

2. Dairyland Power in LaCrosse, WI printed and mailed our billing statements for the first time. For the most part all went smoothly. We were given a list of addresses that needed to be corrected in order for the postal service to recognize the address and give us the cheapest postage rate. We did get a few calls from members wondering why their account statements weren't mailed together in the same envelope. We are working through those and corrected some addresses (the addresses must be an exact match in order for Dairyland's system to recognize them and mail them together in the same envelope). Another reason is that some members have an account in MN and in SD and since they are two separate billing cycles they didn't get mailed in the same envelope.

3. Melissa and I will be attending a class on CFC's Budget Pro program on October 2nd. This is the program that we will use for the annual budget.

USDA - RUS FINANCIAL AND STATISTICAL REPORT			BORROWER DESIGNATION MN 84 Traverse PERIOD ENDED August 2019		
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	24	24	5. Miles Transmission		
2. Services Retired	22	6	6. Miles Distribution- Overhead	1,175	1,168
3. Total Services in Place	3,187	3,197	7. Miles Distribution- Underground	524	536
4. Idle Services (Exclude Seasonal)	0	0	8. Total Miles Energized (5 + 6 + 7)	1,699	1,704
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	5,564	230,268
2. kWh Purchased	8,198,394	76,092,531	7. Total Unaccounted For (4 Less 5 & 6)	383,435	3,278,371
3. Interchange kWh - Net			8. Percent System Loss (7/4) x 100	5	4
4. Total kWh (1 thru 3)	8,198,394	76,092,531	9. Maximum Demand (kW)	10,269	
5. Total kWh Sold	7,809,395	72,583,892	10. Mo When Max Demand Occurred	January	20628

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	2,518	3,061,641	418,715		2,510	36,949,831	4,161,450
2. Seasonal Sales	412	169,668	34,790		413	1,504,207	269,241
3. Irrigation Sales	12	19,150	3,395		12	37,637	12,236
4. Comm - 50 kVA or less	2	6,580	1,201		2	28,388	5,260
5. Comm - over 50 kVA	108	816,835	80,615		106	6,965,545	659,340
6. Kinder Morgan	1	673,980	45,229		1	4,443,010	325,150
7. Veblen Dairy	1	1,670,608	123,202		1	11,593,798	853,665
8. WDCE - Graceville Loc	1	62,515	11,220		1	1,166,712	110,869
9. Dollymount Dairy	3	1,151,382	67,618			8,537,856	598,032
10. Campbell Dairy	1	177,036	11,614		1	1,356,908	121,857
11. Total Sale of Electric	3,059	7,809,395	797,598		3,047	72,583,892	7,117,098
12. Other Elec Revenue			1,823				18,605
13. Total (11 + 12)			799,421				7,135,704

1. $17566 + 2518 = 20084 / 8 = 2510$
2. $2895 + 412 = 3307 / 8 = 413$
3. $84 + 12 = 96 / 8 = 12$
4. $17 + 2 = 19 / 8 = 2$
5. $742 + 108 = 850 / 8 = 106$
9. $21 + 3 = 24 / 8 = 3$

Traverse Electric Cooperative, Inc.
Financial and Operating Report Electric Distribution
Statement of Operations
For the eight months ending 8/31/2019

	2018 <u>YTD Actual</u>	2019 <u>YTD Actual</u>	2019 <u>YTD Budget</u>	2019 <u>August</u>
1. Operating Revenue and Patronage Capital	6,842,488.37	7,135,703.69	7,009,331.00	799,420.94
2. Power Production Expense	0.00	0.00	0.00	0.00
3. Cost of Purchased Power	4,213,287.92	4,396,825.77	4,197,464.00	474,304.42
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	425,797.81	365,969.30	431,340.00	28,305.58
7. Distribution Expense - Maintenance	407,455.23	361,651.14	486,400.00	44,934.75
8. Customer Accounts Expense	118,467.29	120,740.21	129,800.00	12,897.40
9. Customer Service and Informational Expense	58,005.44	49,848.37	64,775.00	7,497.90
10. Sales Expense	4,378.40	9,915.00	6,640.00	7,280.00
11. Administrative and General Expense	517,363.24	648,393.21	534,146.00	80,533.06
12. Total Operation & Main. Expense (2 thru 11)	5,744,755.33	5,953,343.00	5,850,565.00	655,753.11
13. Depreciation and Amortization Expense	627,516.62	643,413.31	657,300.00	81,161.34
14. Tax Expense - Property & Gross Receipts	0.00	0.00	0.00	0.00
15. Tax Expense - Other	140.00	349.83	0.00	0.00
16. Interest on Long-Term Debt	427,200.04	425,142.07	449,840.00	53,437.29
17. Interest Charged to Construction - Credit	0.00	0.00	0.00	0.00
18. Interest Expense - Other	370.05	464.84	500.00	130.99
19. Other Deductions	0.00	0.00	0.00	0.00
20. Total Cost of Electric Service (12 thru 19)	6,799,982.04	7,022,713.05	6,958,205.00	790,482.73
21. Patronage Capital & Operating Margins (1 - 20)	42,506.33	112,990.64	51,126.00	8,938.21
22. Non Operating Margins - Interest	155,367.60	165,870.22	155,332.00	19,212.08
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	12,417.30	(16,733.05)	7,998.00	1,951.36
26. Generation and Transmission Capital Credits	0.00	0.00	0.00	0.00
27. Other Capital Credits and Patronage Dividends	26,976.04	17,886.23	0.00	0.00
28. Extraordinary Items	0.00	0.00	0.00	0.00
29. Patronage Capital or Margins (21 thru 28)	237,267.27	280,014.04	214,456.00	30,101.65

Income Statement Analysis Ratios

For the eight months ending 8/31/2019

$$\begin{aligned}\text{Times Interest Ratio} &= 2 \text{ to } 1 \\ &= \text{Line 29} + \text{Line 16} / \text{Line 16} \\ &= \frac{280,014.04 + 425,142.07}{425,142.07}\end{aligned}$$

$$\begin{aligned}\text{Modified Times Interest Earned Ratio} &= 2 \text{ to } 1 \\ &= \text{Line 29} - \text{Line 26} - \text{Line 27} - \text{Line 28} + \text{Line 16} / \text{Line 16} \\ &= \frac{280,014.04 - 0.00 - 17,886.23 - 0.00 + 425,142.07}{425,142.07}\end{aligned}$$

$$\begin{aligned}\text{Operating Times Interest Earned Ratio} &= 1 \text{ to } 1 \\ &= \text{Line 21} + \text{Line 16} / \text{Line 16} \\ &= \frac{112,990.64 + 425,142.07}{425,142.07}\end{aligned}$$

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

For the period ending 08/31/2019

	-----2019-----		-----2018-----	
	August <u>Activity</u>	August <u>Balance</u>	August <u>Activity</u>	August <u>Balance</u>
<u><i>Assets and Other Debits</i></u>				
1. Total Utility Plant in Service	123,462.48	25,563,485.48	(5,979.25)	24,920,376.01
2. Construction Work in Progress	573,126.13	2,390,429.26	49,917.19	185,348.78
3. Total Utility Plant (1+2)	696,588.61	27,953,914.74	43,937.94	25,105,724.79
4. Accum. Provision for Depreciation and Amort	(45,648.24)	(11,305,856.57)	(67,425.41)	(10,735,300.61)
5. Net Utility Plant (3-4)	650,940.37	16,648,058.17	(23,487.47)	14,370,424.18
6. Non-Utility Property - Net	0.00	0.00	0.00	0.00
7. Investment in Subsidiary Companies	0.00	0.00	0.00	0.00
8. Invest in Assoc. Org.-Patronage Capital	0.00	5,579,452.32	1,723.74	4,688,150.37
9. Invest in Assoc. Org.-Other-General Funds	0.00	26,134.57	0.00	23,276.57
10. Invest in Assoc. Org.-Other-Nongeneral Funds	(166.31)	283,269.05	0.00	282,029.19
11. Investments in Economic Development Projects	0.00	0.00	0.00	0.00
12. Other Investments	(1,572.83)	70,892.39	(1,731.59)	94,579.80
13. Special Funds	0.00	0.00	0.00	0.00
14. Total Other Property & Investments(6 thru 13)	(1,739.14)	5,959,748.33	(7.85)	5,088,035.93
15. Cash-General Funds	(2,213,702.60)	530,879.95	29,687.32	403,422.64
16. Cash-Construction Funds-Trustee	0.00	1.00	0.00	1.00
17. Special Deposits	0.00	1,000.00	0.00	1,000.00
18. Temporary Investments	1,937,621.14	2,796,359.07	80,855.71	4,592,993.96
19. Notes Receivable - Net	0.00	0.00	0.00	0.00
20. Accounts Receivable - Sales of Energy (Net)	(80,971.03)	847,455.36	(43,249.13)	882,781.13
21. Accounts Receivable - Other (Net)	114,639.06	9,443.45	72,839.13	131,131.25
22. Renewable Energy Credits	0.00	0.00	0.00	0.00
23. Materials & Supplies - Electric and Other	(252,353.18)	459,524.13	(70,771.12)	389,445.08
24. Prepayments	(8,918.69)	58,904.63	(8,777.50)	58,351.33
25. Other Current & Accrued Assets	6,132.22	9,995.74	5,980.16	24,599.15
26. Total Current & Accrued Assets (15 thru 25)	(497,553.08)	4,713,563.33	66,564.57	6,483,725.54
27. Regulatory Assets	0.00	0.00	0.00	0.00
28. Other Deferred Debits	(5,397.89)	209,527.82	5,375.88	244,972.36
29. Total Assets & Other Debits (5+14+26 thru 28)	146,250.26	27,530,897.65	48,445.13	26,187,158.01
<u><i>Liabilities and Other Credits</i></u>				
30. Memberships	0.00	0.00	0.00	0.00
31. Patronage Capital	(9,241.79)	12,388,255.80	(549.07)	10,961,826.68
32. Operating Margins - Prior Years	0.00	0.00	0.00	0.00
33. Operating Margins - Current Year	8,938.21	112,990.64	(23,947.99)	42,506.33
34. Non Operating Margins	21,163.44	167,025.41	31,502.89	194,762.31
35. Other Margins and Equities	3,530.46	451,970.55	184.62	412,211.71
36. Total Margins & Equities (30 thru 35)	24,390.32	13,120,242.40	7,190.45	11,611,307.03
37. Long-Term Debt RUS (Net)	(15,664.05)	5,080,349.99	(14,999.14)	5,268,931.29
38. Long-Term Debt - FFB - RUS Guaranteed	0.00	9,813,541.46	0.00	10,078,398.08
39. Long Term Debt - Other - RUS Guaranteed	(21,528.06)	219,961.62	(20,543.59)	472,838.00
40. Long-Term Debt - Other (Net)	0.00	615,894.56	0.00	660,553.69
41. Long-Term Debt - RUS - Econ. Devel. (Net)	0.00	0.00	0.00	0.00
42. Payments - Unapplied	23,736.27	(2,522,984.57)	22,560.93	(2,802,070.82)
43. Total Long-Term Debt (37 thru 41-42)	(13,455.84)	13,206,763.06	(12,981.80)	13,678,650.24
44. Obligations Under Capital Leases	0.00	0.00	0.00	0.00
45. Accumulated Operating Provisions	0.00	0.00	0.00	0.00
46. Total Other Noncurrent Liabilities (44 + 45)	0.00	0.00	0.00	0.00
47. Notes Payable	0.00	0.00	0.00	0.00
48. Accounts Payable	83,702.61	931,839.63	5,557.52	664,491.54
49. Consumer Deposits	(300.00)	13,350.00	(250.00)	12,750.00
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	51,913.17	237,602.33	48,928.96	196,267.39
54. Total Current & Accrued Liab (47 thru 53)	135,315.78	1,182,791.96	54,236.48	873,508.93
55. Regulatory Liabilities	0.00	0.00	0.00	0.00
56. Other Deferred Credits	0.00	21,100.23	0.00	23,691.81
57. Total Liab & Other Credits(36+43+46+54 thru 56)	146,250.26	27,530,897.65	48,445.13	26,187,158.01

Balance Sheet Analysis Ratios

For the period ending 08/31/2019

Equity as a Percent of Assets = 47.66 %**= Line 36 / Line 29**

$$= \frac{13,120,242.40}{27,530,897.65}$$

General Funds as a Percent of Total Utility Plant = 12.1562 %**= Line 12 + Line 13 + Line 15 + Line 16 + Line 18 / Line 3**

$$= \frac{70,892.39 + 0.00 + 530,879.95 + 1.00 + 2,796,359.07}{27,953,914.74}$$

Modified Equity as a Percent of Assets = 27.3903 %**= Line 36 - Line 8 / Line 29**

$$= \frac{13,120,242.40 - 5,579,452.32}{27,530,897.65}$$

Current Assets to Current Liabilities Ratio = 3.9851 to 1**= Line 26 / Line 54**

$$= \frac{4,713,563.33}{1,182,791.96}$$

Total Long-Term Debts as a Percentage of Total Utility Plant = 47.2448 %**= Line 43 / Line 3**

$$= \frac{13,206,763.06}{27,953,914.74}$$

August Comparison 2019

	18-Aug		YTD 18		YTD 19		19-Aug
Revenue	\$	835,002.22	\$	6,842,488.37	\$	7,135,703.69	\$ 799,420.94
Cost of Power	\$	549,008.29	\$	4,213,287.92	\$	4,396,825.77	\$ 474,304.42
Distribution Exp - Oper.	\$	54,278.83	\$	425,797.81	\$	365,969.30	\$ 28,305.58
Distribution Exp. - Maint.	\$	39,783.45	\$	407,455.23	\$	361,651.14	\$ 44,934.74
Interest Paid	\$	55,820.35	\$	427,570.09	\$	425,606.91	\$ 53,568.28
Total Cost of Service	\$	858,950.21	\$	6,799,982.04	\$	7,022,713.05	\$ 790,482.73
Margin Operation	\$	(23,947.99)	\$	42,506.33	\$	112,990.64	\$ 8,938.21
Other Income	\$	31,502.89	\$	194,760.94	\$	167,023.40	\$ 21,163.44
Total Margins	\$	7,554.90	\$	237,267.27	\$	280,014.04	\$ 30,101.65
Total kWh Sold		7,957,600		67,742,235		72,583,892	7,809,395
Line Loss		5%		4%		4%	5%

OPERATIONS REPORT SEPTEMBER 2019

As of September 16th 2019, crews have been busy with the following:

- Pole change outs
- New services and upgrades
- Finished terminating and energized the last 4 projects for east river, this entailed approximately 6 miles of line, that was buried due to the new transmission line.
- Plow 365 ft for new home
- Retire overhead tap and service, to allow for house burn.
- We have energized a couple of new homes in the Long Hollow Housing development, it appears that there will be another 10-15 new homes ready to energize yet this fall. **
- Crews also terminated and energized the north service, (2000kva transformer) for the North Ottawa Dairy. Our contractor plowed in the last stretch of 2200 ft of 3 phase.
- Shut down the Wendell sub for 2 days, while East River changed out the transformer

Miscellaneous:

- Our underground contractor has moved equipment to Ben Loll project, we need the water to go down, to be able to get the plow going on all of these 3 phase projects that we have left!!
 - From this project, they will move to Justin Deal 3 phase project, and to Bruce Conroy 3 phase project.
- Carrs tree service is expecting to be finishing up by the end of this week, or early next. They will be looking at areas for next year, to get us a bid for those.
- Chapman metering has been installing a few meters, However, with the wet weather, we have had 3 of our guys changing meters as well, averaging about 30-40 plus meters/per person, per day themselves. **
- STAR is starting the underground cabinet inspections this week **
- We did have a mishap with one of the trucks, nearly tipping over. Picts attached. This took 2 tow trucks to get it out, without it tipping over. Minimal damage to the truck, front tie rod and alignment.
- I was able to take Missy and Sue out, to show them some of the system, projects we are working on, and they were also able to observe our crews, do a 3 phase pole change out, energized.
- I also spent a day with Tony(Electrician from STAR) going to members that wanted generators. Tony is going to be handling these installs for now.
- I attended the REMA Line Superintendents conference the end of August, Some topics covered: Gopher state one call update and the century link issue, storm restoration/damage assessment for FEMA, Legislative update from MREA. Other topics included, Digger Derrick qualifications, TECH School curriculum, including CDL requirements for new lineman coming out of school, more emphasis on underground installation and trouble shooting, as well as more exposure to bucket trucks versus climbing.

GIS/AVL:

- We are in the process now, of integrating the AVL onto our GIS maps. STAR ENERGY and EAST RIVER are handling this for us, and should be functional in a week or so.

SAFETY:

- STAR:
 - Carl, did an unannounced crew observation on the 4th of September
 - Conducted a safety meeting on September 12th, POLE TOP/BUCKET RESCUE
 - We held a safety committee meeting in the afternoon, after the safety meeting
 - BE SAFE topics
- MREA: Safety playbook(attached)
- TRAVERSE ELECTRIC: I also did a few crew observations, Rick also did one.

Outage reports attached:

- Traverse
- East River

Dale Schwagel

Operations Manager









August 2019 Outages

					No. consumers affected	POWER SUPPLY	No. consumers affected	PRE-ARRANGED	Consumer-Hour Outage Time (in minutes)		
OUTAGE DATE	LOCATION	CAUSE OF OUTAGE	TIME OFF	TIME ON					No. consumers affected	STORM	OTHER
8/2/2019	16-01-1 Ardean Hauschild	Blown transformer fuse	2:34 PM	3:34 PM	250	32000			1	60	
8/2/2019	48-20-1 Ben Hanson	Blown riser fuse	5:00 AM	10:07 AM					1	307	
8/2/2019	51-10-1 Robin Griep-Smith	Fuses on 60amp loop blown-billable	7:07 PM	8:55 PM					1	108	
8/3/2019	1-11-3 Russell Woodward	Reset OCR-guy wire hit with lawn mower-billable	2:15 PM	3:25 PM					9	630	
8/5/2019	44-13-2 James Pirmantgen	Blown cut out fuse, patrolled, no known cause	11:45 PM	1:12 AM					5	435	
8/5/2019	29A-27-4 Sharon Leinen	Bird blew highside fuse in substation	3:20 PM	5:28 PM							
8/6/2019	20-14-3A Steven Larson	Blown transformer fuse	8:00 AM	9:00 AM					1	60	
8/6/2019	51-35-1C Ben Kasyoki	Blown transformer fuse-trimmed trees	4:00 PM	11:55 PM					1	475	
8/7/2019	30-36-0E Robert Kuechenmeister	Blown transformer fuse-trees	9:40 PM	11:50 PM					2	260	
8/8/2019	17-08-2 Steven Schmitz	Blown cut out fuse on riser, refused	2:50 PM	3:40 PM					1	50	
8/8/2019	51-35-4 Gregg Christensen	Blown transformer fuse	2:00 AM	10:15 AM					1	495	
8/9/2019	48-24-3A David Peterson	Blown cut out, refused	9:50 AM	11:15 AM					2	170	
8/14/2019	10-13-2A Ryan Kellen	Blown transformer fuse on 3 phase ovh bank	8:25 AM	9:18 AM					1	53	
8/14/2019	41-31-4 Thomas Hansen	Blown fuse-bird	3:11 PM	3:32 PM					1	23	
8/15/2019	18-06-3 Darus Ehlers	Blown transformer fuse-squirrel	8:10 AM	9:05 AM					2	110	
8/15/2019	34-32-3 Jim Arneson	Blown padmount fuse-lightning	7:50 PM	8:50 PM					1	60	
8/15/2019	34-29-4 Lloyd Englund	Blown transformer fuse-lightning	7:50 PM	9:00 PM					1	70	
8/15/2019	34-31-2 Pete Bertram	Blown transformer fuse-lightning	7:50 PM	9:20 PM					1	90	
8/15/2019	34-31-2A Roxanne Bertram	Blown padmount fuse-lightning	7:50 PM	9:31 PM					1	101	
8/15/2019	34-30-2 Steve Arneson	Blown padmount fuse-lightning	7:50 PM	9:51 PM					1	121	

August 2019 Outages

OUTAGE DATE	LOCATION	CAUSE OF OUTAGE	TIME OFF	TIME ON	No. consumers affected	POWER SUPPLY	No. consumers affected	PRE-ARRANGED	Consumer-Hour Outage Time (in minutes)		
									No. consumers affected	STORM	OTHER
8/15/2019	32-22-1 Ed Hiedeman	Urd fault at 32-33-3	5:15 AM	9:00 AM						7	1575
8/17/2019	45-24-1 Michael Poitra	Trees through line	6:15 PM	9:45 PM					3	630	
8/17/2019	23-12-3 David Marihart	Melted/blown fuse, put up new cut out-lightnin	11:50 AM	1:05 PM					4	300	
8/18/2019	44-19-1A Russell Veflin	Refused cut out-bird on line	2:06 PM	4:30 PM						2	288
8/18/2019	7-22-3 Edward Baxter	OCR Jumper burnt off-lightning	6:30 PM	3:21 AM					4	2124	
8/18/2019	40-22-4 Jean Geurts	Cut trees and put up line	7:05 PM	12:55 AM					1	350	
8/18/2019	48-26-2 David Peterson	Blown transformer fuse-lightning	9:58 AM	11:40 AM					1	102	
8/18/2019	52-34-1 Guy Mackner	Blown transformer fuse-squirrel	9:18 PM	11:05 PM						1	104
8/19/2019	48-24-3A David Peterson	Blown transformer fuse-bad secondaries-billable	8:51 AM	9:51 AM						1	60
8/20/2019	53-35-1 Craig Bergeson	Blown line fuse	7:39 PM	9:25 PM						3	318
8/20/2019	47-17-4A Gypsy Wanna	Blown cut out, refused - squirrel	5:28 PM	7:30 PM						4	488
8/20/2019	03-01-2 Kendra Kramer	Blown transformer fuse-squirrel	11:30 AM	1:15 PM						1	105
8/20/2019	40-12-4 John Heidel	Bird on line	2:00 AM	8:10 AM						6	2220
8/21/2019	Map 52 & 53 TEC	Planned out to cut over to new urd	11:20 AM	12:25 PM			9	585			
8/24/2019	40-24-4 Peter Verseldt	Trees in line too out OCR	12:35 PM	2:10 PM						23	2185
8/26/2019	21-16-4 Kelly Hart	Blown line fuse-cause unknown	8:32 AM	11:45 AM						3	579
8/27/2019	39-30-1 Lake Trav. Presb. Ind.	Blown transformer fuse	10:10 AM	2:30 PM						1	260
8/27/2019	35-30-3 Devon Hanson	Take off fuse blown	3:29 PM	4:19 PM						1	50
8/27/2019	53-27-2 William Koeppe	Shut off to cut over	10:13 AM	10:57 AM			1	44			
8/27/2019	15-35-2 Victor Nilson	CenturyLink plowed through secondaries, blew transformer fuse-billable	7:44 PM	8:30 PM						1	46

August 2019 Outages

OUTAGE DATE	LOCATION	CAUSE OF OUTAGE	TIME OFF	TIME ON	POWER SUPPLY		No. consumers affected	PRE-ARRANGED	Consumer-Hour Outage Time		
									(in minutes)	No. consumers affected	OTHER
8/28/2019	39-22-3	Blown transformer fuse-squirrel	9:35 AM	11:33 AM						1	118
	Donna James										
8/29/2019	43-24-2A	Hit pole-billable	3:45 PM	5:15 PM						25	2250
	Gary Sheldon										
TOTALS					250	32000	10	629	18	3948	109 13882
YTD Totals					3035	129538	129	4454	119	23273	966 119518



20559

OPERATIONS CENTER REPORT

9/4/2019

Date of Report

Daily Events:

Breaker Operation: YesOutage: NoLoad Control: YesDelivery Substation: OTPC

Breaker: _____

Breaker Operations		Distribution Substations Affected	Reason Code	Outages					Number of Consumers	Consumer Hours Off
Time	Number			Time Off	Date Off	Time On	Date On	Hours Off		
10:18	1	Dumont	WA					0.00	164	0.00

Reason Code Legend:

AC	Animal in Circuit
CT	Failed Current Transformer
FA	Failed Arrestor
FI	Failed Insulator
FO	Foreign Object in Circuit
IS	Ice Storm

MF	Mechanical Failure
OT	Other
PM	Preventive Maintenance
PS	Power Supplier
PT	Failed Potential Transformer
SS	Snow Storm

TR	Trees
TS	Thunderstorm
UN	Unknown
VA	Vehicle Accident
WA	Wheeled Agent
WI	Wind

Crews Dispatched Out:

Operations Comments: Unknown

Targets:

Outage Comments:

Handled By: BradDispatch Controlled By: East River

Load Control Comments:

MW Demand Control Threshold This Period: 438.2 MWHigh MW Demand This Period: 443.6 MW Date: 9/2/2019High Valid MW Demand This Period: 441.2 MW Date: 9/2/2019High MW Today: 440.7

AM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1

No

PM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1
223		252		252	206	285	235	

No

Completed By: Teresa Goehring



OPERATIONS CENTER REPORT

9/2/2019

Date of Report

Load Control: **Yes**

Breaker:

[illegible]

Reason Code Legend:

AC	Animal in Circuit
CT	Failed Current Transformer
FA	Failed Arrestor
FI	Failed Insulator
FO	Foreign Object in Circuit
IS	Ice Storm

MF	Mechanical Failure
OT	Other
PM	Preventive Maintenance
PS	Power Supplier
PT	Failed Potential Transformer
SS	Snow Storm

TR	Trees
TS	Thunderstorm
UN	Unknown
VA	Vehicle Accident
WA	Wheeling Agent
WI	Wind

High MW Today: **443.6**

No

Yes

Completed By: **Anthony Dold**



20556

OPERATIONS CENTER REPORT

9/2/2019
Date of Report

Daily Events:

Breaker Operation: YesOutage: NoLoad Control: NoDelivery Substation: OTPC

Breaker: _____

Breaker Operations		Distribution Substations Affected	Reason Code	Outages					Number of Consumers	Consumer Hours Off
Time	Number			Time Off	Date Off	Time On	Date On	Hours Off		
19:14	1	Hillhead	WA					0.00	693	0.00
		Veblen (LR)	WA					0.00	71	0.00
		Veblen (TR)						0.00	1	0.00

Reason Code Legend:

AC	Animal in Circuit
CT	Failed Current Transformer
FA	Failed Arrestor
FI	Failed Insulator
FO	Foreign Object in Circuit
IS	Ice Storm

MF	Mechanical Failure
OT	Other
PM	Preventive Maintenance
PS	Power Supplier
PT	Failed Potential Transformer
SS	Snow Storm

TR	Trees
TS	Thunderstorm
UN	Unknown
VA	Vehicle Accident
WA	Wheeling Agent
WI	Wind

Crews Dispatched Out: _____

Operations Comments: OTPC - Thunderstorms in the area

Targets: _____

Outage Comments: _____

Handled By: ADDispatch Controlled By: East River

Load Control Comments: _____

MW Demand Control Threshold This Period: _____ MW

High MW Demand This Period: _____ MW Date: _____

High Valid MW Demand This Period: _____ MW Date: _____

High MW Today: _____

AM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Completed By: Anthony Dold



20532

OPERATIONS CENTER REPORT

8/17/2019
Date of Report

Daily Events:

Breaker Operation: YesOutage: NoLoad Control: NoDelivery Substation: OTPC

Breaker: _____

Breaker Operations		Distribution Substations Affected	Reason Code	Outages					Number of Consumers	Consumer Hours Off
Time	Number			Time Off	Date Off	Time On	Date On	Hours Off		
18:33	1	Veblen (LR)	WA					0.00	71	0.00
		Veblen (TR)	WA					0.00	1	0.00
		Hillhead	WA					0.00	693	0.00

Reason Code Legend:

AC	Animal in Circuit
CT	Failed Current Transformer
FA	Failed Arrestor
FI	Failed Insulator
FO	Foreign Object in Circuit
IS	Ice Storm

MF	Mechanical Failure
OT	Other
PM	Preventive Maintenance
PS	Power Supplier
PT	Failed Potential Transformer
SS	Snow Storm

TR	Trees
TS	Thunderstorm
UN	Unknown
VA	Vehicle Accident
WA	Wheeling Agent
WI	Wind

Crews Dispatched Out: _____

Operations Comments: Thunderstorm in area

Targets: _____

Outage Comments: _____

Handled By: BradDispatch Controlled By: East River

Load Control Comments: _____

MW Demand Control Threshold This Period: _____ MW

High MW Demand This Period: _____ MW Date: _____

High Valid MW Demand This Period: _____ MW Date: _____

High MW Today: _____

AM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

No

PM

Loads Controlled This Date:

Control Time In Minutes:

Valid Control:

WAT	DFU	AIR	HSE	DM1	IR1	IN1	IN2	IH1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

No

Completed By: Brad Arnoldus

BOARD REPORT
Safety and Compliance
Traverse Electric Cooperative, Inc.
August 2019

MANAGEMENT

- ✓ Motor Carrier Report MCS-150 Biennial Update completed on 08/16/19
- ✓ Safety Recommendation – Importance of Placing a “Circle of Safety” Traffic Cone on 08/20/19

	Not Started	In Progress	Completed
AWAIR/SIP Goals			
1. Implement a Plan to Appropriately Handle an Unannounced OSHA Visit		✓	
2. Provide De-escalation Training for Employees		✓	
3. Focus on Inspections		✓	

EDUCATION

<u>Topic</u>	<u>Audience</u>	<u>Date</u>	<u>Presenter</u>
Monthly Newsletter – Ag Safety: Keep Power Lines in Mind	All employees	07/09/19	STAR
Cooperative Connections – Electrical Safety During Disasters, Call Before You Dig	Members/Public	08/19	TEC
SDREA Safety Works Newsletter	All employees	08/19	SDREA
Monthly Poster – How Loud Is Too Loud?	All employees	08/01/19	STAR
Safety Bulletin Board Notice – Harvest Season Driving Tips and Keep Trenches Safe for Workers	All employees	08/01/19	STAR
Lead On: Five Key Steps to Develop Safety Leaders	Managers	08/01/19	STAR
Be Safe – Speed Wrenches	All employees	08/02/19	STAR
Live Well: Minimize Stress in Your Life	All employees	08/05/19	STAR
Download on Safety – Safety Culture; Hazard Recognition	All employees	08/13/19	MREA
Be Safe – Pulling and Setting Poles	All employees	08/22/19	STAR

INSPECTIONS

- ✓ Crew inspection by TEC on 08/13/19

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

1 new event reported during this period. See table below.

- ✓ Year-to-Date Injuries: 0 (includes no OSHA recordables)
- ✓ Year-to-Date Damage: 1 (includes no DOT reportable)
- ✓ Year-to-Date Near Miss: 1

Date	Type	Description	Actions
04/30/19	Near Miss	Wrench slipped and contacted energized transformer	In future, blanket to be placed against tank of pad-mounted transformer when connecting hot secondaries
08/27/19	Damage	Truck dropped into ditch	Reviewed; no further action

Safety Playbook 2019

For the game of life



Date Used _____ Co-op/Company _____

Coach _____ Title _____

September 13, 2019

Play of the Week: September is National Preparedness Month. Here is a quote to think about. *"I look at everything and try to imagine disaster. I am always scared. Imagination and fear are among the best engineering tools for preventing tragedy."* By Lev Zetlin, who was an internationally known civil engineer who helped to design innovative buildings and was an expert on structural disasters.



Safety Pays!

Share today and save a life tomorrow!

Send your stories/pictures to Lidia, Chad, Curt or Andrew.

What happened?

From ND Co-op – An area outpost lineman was helping another area outpost lineman and happened to be in the right place at the right time. As the lineman was driving down the road, he witnessed a bucket truck working on a traffic light make contact with an energized line, causing a large flame. At that point, he realized he needed to get to that truck and make sure the guy was ok, and also make sure nobody runs up to help him in case wires were laying on the truck.

With the traffic light in the red position, the outpost lineman was able to drive on the shoulder, past automobiles waiting for a green light. It was at this point the lineman noticed the power line had broken and was laying across the road. The lineman turned on all his flashing lights and parked to divert traffic, checked with the individual in the bucket to see if he was ok; thankfully, he was. Noticing a grass fire burning fast underneath the truck, the lineman grabbed a fire extinguisher off his truck and extinguished the fire.

With the operator safe, thanks to an insulated bucket and boom, and the fire out – danger was still near. The arc flash caused the three- phase, distribution power line to burn and fall across the road. Traffic backed up at the light and the contractor asked outpost to move the lines off the road. Outpost explained the line did not belong to his company, at which point the contractor wanted to grab the lineman's hot stick and move them. The outpost lineman explained the lines did not belong to him either. Contractor considered grabbing the lines with his gloves or hooking them with a shovel to get them off the road.

Knowing that touching the lines would likely result in serious injury or death if energized, the outpost lineman held his ground. As various EMS personnel arrived on scene, they also wanted to move the line because traffic was backing up. Once the owner of line arrived, the power of the lineman's actions became known. The owner of the line confirmed the line was energized; he still did not move the line until another employee shut down that part and conveyed to him the line was now de-energized . . . and many lives saved!

From MN Co-op – Employee was in the back of a dump truck and shoveling rock into a hole on the ground. When the employee was finished with the task, he was attempting to get out of the back of the truck. The employee, facing forward/outward, grabbed the tailgate which was in the upright position with his hand and then put his foot on the tailgate. The foot slipped and he landed on the ground (dirt ditch) on the right side of his body. He fell from a height of approx. 57 inches. Employee sustained multiple fractures of the pelvis and underwent surgery. The incident was reported to OSHA. The co-op investigated the incident and determined there was no proper way to enter/exit the dump truck for this task. Co-op made two changes. 1) Avoid having to get into the bed of the truck and 2) Added handles/steps on side. See pictures on next page. One must ask – how many times have you done something similar? For this employee, unfortunately today was a the day he got bit!



Minnesota Rural Electric Association



Safety Playbook 2019

For the game of life



September 13, 2019

Accident Scene



Safety Suggestions

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



Corrections made
to truck

